



**Edward
River**
COUNCIL

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

Date: Thursday, 19 September 2019
Time: 9.00am
**Location: Council Chamber 180 Cressy Street
Deniliquin**

BUSINESS PAPER

Ordinary Council Meeting

19 September 2019

**Adam McSwain
General Manager**

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- 1 **OPENING MEETING**
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- 3 **STATEMENT OF PURPOSE**
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- 5 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 15 August 2019



**Edward
River**
COUNCIL

MINUTES

Ordinary Council Meeting

15 August 2019

**MINUTES OF EDWARD RIVER COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER 180 CRESSY STREET DENILIQUN
ON THURSDAY, 15 AUGUST 2019 AT 9AM**

PRESENT: Cr Norm Brennan (Mayor), Cr Pat Fogarty (Deputy Mayor), Cr Peta Betts, Cr Marg Bull, Cr Ashley Hall, Cr Norm McAllister, Cr Peter McCrabb, Cr Nick Metcalfe.

IN ATTENDANCE: Adam McSwain (General Manager), Oliver McNulty (Director Infrastructure), Trish Kirkland (Director Corporate Services), Belinda Perrett (Executive Assistant).

GALLERY: One

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge that we are here today on the land of the Wamba Wamba Perrepa Perrepa people. I would also like to acknowledge and pay my respects to past Aboriginal Elders, the present Aboriginal and Torres Strait Islander people who reside within this area, and their future generations.

STATEMENT OF PURPOSE

I have come here as a Councillor freely and without bias to:

- Represent the views of the community in considering the matters before us today
- To vote in a matter I consider to be in the best interest of the community
- To observe the Code of Conduct and respect the rule of the chair and views of my fellow Councillors.

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Cr Mac Wallace was granted a leave of absence during the July Council meeting as per resolution number 2019/07/151.

CONFIRMATION OF MINUTES

RESOLUTION 2019/08/173

Moved: Cr Norm McAllister

Seconded: Cr Peter McCrabb

That the minutes of the Ordinary Council Meeting held on 18 July 2019 be confirmed.

CARRIED

DISCLOSURES OF INTERESTS

9.9 - Cr Norm McAllister declared a Non-Pecuniary Significant interest in the report and will leave the Chambers and take no part in any debate or voting on this issue.

9.9 – Cr Peta Betts declared a Non-Pecuniary Significant interest in the report and will leave the Chambers and take no part in any debate or voting on this issue.

REPORTS OF COMMITTEES**MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 18 JULY 2019****RESOLUTION 2019/08/174**

Moved: Cr Peta Betts
Seconded: Cr Peter McCrabb

That Council receive and note the Minutes of the Audit Risk and Improvement Committee Meeting held on 18 July 2019, contained at Attachment 2.

CARRIED

REPORTS TO COUNCIL**MAYOR, COUNCILLORS AND GENERAL MANAGER MEETINGS****RESOLUTION 2019/08/175**

Moved: Cr Norm McAllister
Seconded: Cr Peter McCrabb

That Council note the Mayor, Councillor and General Manager meetings for July 2019.

CARRIED

RESOLUTIONS OF COUNCIL**RESOLUTION 2019/08/176**

Moved: Cr Norm McAllister
Seconded: Cr Ashley Hall

That Council note the information in the Resolutions of Council to 5 August 2019.

CARRIED

INVESTMENT REPORT AS AT 31 JULY 2019**RESOLUTION 2019/08/177**

Moved: Cr Peter McCrabb
Seconded: Cr Marg Bull

That Council:

1. Note and receive the Report on Investments totalling \$46,479,989 inclusive of cash at bank for day-to-day operations;
2. Note that actual interest received for the month of July 2019 was \$70,128.
3. Note that accrued interest earned to 31 July 2019 but not yet received was \$412,328.

CARRIED

2018-2019 CARRY FORWARD CAPITAL AND OPERATIONAL EXPENDITURE**RESOLUTION 2019/08/178**

Moved: Cr Pat Fogarty

Seconded: Cr Ashley Hall

That Council adopt the carry forward of expenditure and funding from 2018-2019 into the current financial year, as contained at Attachment 1.

CARRIED

RATES AND REVENUE HARMONISATION PROJECT**RESOLUTION 2019/08/179**

Moved: Cr Peter McCrabb

Seconded: Cr Nick Metcalfe

That Council

1. 'Opt out' of the Minister for Local Government's determination made under the Local Government Amendment (Rates-Merged Council Areas) Act 2017, section 218CB(1) and (2) Transitional provision for maintenance of pre-amalgamated rate paths at the end of 3 rating years.
2. Advise the Office of Local Government of the decision by 6 September 2019

In Favour: Crs Norm Brennan, Marg Bull, Peter McCrabb and Nick Metcalfe

Against: Crs Pat Fogarty, Peta Betts, Ashley Hall and Norm McAllister

The motion was carried as the Mayor held the deciding vote.

CARRIED

RETIREMENT LIVING PROJECT**RESOLUTION 2019/08/180**

Moved: Cr Peter McCrabb

Seconded: Cr Pat Fogarty

That Council

1. Establish a budget of \$325,000 funded from Councils reserves for undertaking the next steps outlined in Attachment 1
2. Approve the expenditure of \$65,000 to undertake Stage 1 of the work
3. Require a report outlining the outcomes of Stage 1 prior to progressing with work on Stage 2 of the project

CARRIED

Julie Rogers, Manager Environmental Services entered the Chambers at 9.30am

LOCAL HERITAGE FUND 2019-2020**RESOLUTION 2019/08/181**

Moved: Cr Norm McAllister

Seconded: Cr Marg Bull

That Council fund the projects detailed in Attachment 1 under the Local Heritage Fund 2019-2020 as follows:

- (a) 412 Cressy Street – Local Heritage Fund contribution of \$2 250;
- (b) 25-29 Napier Street – Local Heritage Fund contribution of \$7 600;
- (c) 138 End Street – Local Heritage Fund contribution of \$2 800; and
- (d) 99 Wellington Street – Local Heritage Fund contribution of \$3 600.

CARRIED

DRAFT MEMORIAL PARK MASTERPLAN**RESOLUTION 2019/08/182**

Moved: Cr Peter McCrabb

Seconded: Cr Nick Metcalfe

That Council:

1. Adopt the draft Memorial Park Masterplan (Attachment 1);
2. Note that implementation of the Memorial Park Masterplan will be reliant on Council receiving external grant funding and that the projects outlined in the Plan have not been factored into Council's Long Term Financial Plan
3. Advise the submission authors and the Memorial Park users of the outcome of the exhibition.

CARRIED

Councillor Peta Betts and Councillor Norm McAllister left the Chambers at 9.40am and took no part in the discussion.

DEVELOPMENT APPLICATION 32/19**RESOLUTION 2019/08/183**

Moved: Cr Peter McCrabb

Seconded: Cr Nick Metcalfe

That Council:

1. **APPROVE** the development application 32/19 for a 2 stage development for the purposes of a vehicle body repair workshop being an extension of the existing shed and installation of a spray booth and bunded paint room in stage 1 and an extension of the existing shed in stage 2, on Lot 2 DP430062, 27 Lloyds Lane, Deniliquin, dated 24 June 2019 as shown on plans numbered DA 32/19 Site Plans 1/2, Floor Plan 1/2, Structural Details, West Elevation Plan, and North Elevation 1/2 Plans and described in details accompanying the Development Application, in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 and subject to the following reasons:

- (a) The application generally complies with the applicable planning controls;
- (b) The proposal is appropriate for the site given its approved use.

Impose the conditions on DA 32/19 as detailed in Attachment 3 but amend condition 1e by deleting the hours of operation for Saturday.

In Favour: Crs Norm Brennan, Pat Fogarty, Marg Bull, Ashley Hall, Peter McCrabb and Nick Metcalfe

Against: Nil

CARRIED 6/0

Councillor Peta Betts and Councillor Norm McAllister returned to the Chambers at 9.48am

Councillor Norm McAllister left the Chambers at 9.49am

ENVIRONMENTAL SERVICES REPORT (JULY 2019)**RESOLUTION 2019/08/184**

Moved: Cr Peter McCrabb

Seconded: Cr Ashley Hall

That Council note the Environmental Services Report for July 2019.

CARRIED

Julie Rogers, Manager Environmental Services left the Chambers at 9.50am

Michelle Cobb, Manager Community & Economic Development entered the Chambers at 9.50am

MURRAY DARLING ASSOCIATION MEMBERSHIP AND ANNUAL GENERAL MEETING**RESOLUTION 2019/08/185**

Moved: Cr Peter McCrabb

Seconded: Cr Pat Fogarty

That Council

1. Resolve to maintain membership of the Murray Darling Association
2. Resolve that two Councillors be given the opportunity to attend the Murray Darling Association's 75th National Conference and AGM Tuesday, 22 October 2019 to Thursday 24 October, 2019 in Toowoomba, Queensland.

CARRIED

Councillor Norm McAllister returned to the Chambers at 9.55am

SIGNAGE STRATEGY - CONCEPT DESIGNS**RESOLUTION 2019/08/186**

Moved: Cr Peter McCrabb

Seconded: Cr Peta Betts

That Council

1. Endorse the Signage Strategy concept designs for a hierarchy of signs contained at Attachment A.
2. Note that the draft Signage Strategy and Guidelines will be provided to Council for its adoption at its ordinary meeting in September 2019.
3. Note that Council Officers will work with the Memorial Park Users Group to develop a proposed entry sign to Memorial Park, ensuring it aligns with Council's signage style guide.

CARRIED

EDWARD RIVER AGRI-FOOD AND FIBRE MASTERPLAN**RESOLUTION 2019/08/187**

Moved: Cr Peta Betts

Seconded: Cr Nick Metcalfe

That Council

1. Note and endorse the development of the Edward River Agri-food and Fibre Masterplan
2. Approve the establishment of a Project Reference Group made up of eight to ten industry representatives and two Councillors
3. Note that the project will be funded through \$45,000 from the Round One Merger Funding to develop an investment prospectus, \$39,296 remaining from the Round Two Merger funding allocated towards the airport project and \$15,704 from the Office of the General Manager Consultant budget line
4. Note that in line with Councils Procurement Policy the General Manager provided an exemption to directly engage McKinna *et al* given the experience and knowledge they developed through the airport project, that the work on the airport project was awarded through an open and competitive procurement process and that their experience and expertise aligned with the needs of the Agri-Food and Fibre Masterplan project

CARRIED

Michelle Cobb, Manager Community & Economic Development left the Chambers at 10.14am

CAPITAL WORKS UPDATE END OF YEAR 2018/19**RESOLUTION 2019/08/188**

Moved: Cr Pat Fogarty

Seconded: Cr Peter McCrabb

That Council note the report outlining the final status of the Capital Works program for 2018/19

CARRIED

STRONGER COMMUNITIES FUND - MAJOR PROJECTS PROGRAM AND THE STRONGER COMMUNITIES PROGRAM - AUGUST PROGRESS REPORT**RESOLUTION 2019/08/189**

Moved: Cr Peta Betts

Seconded: Cr Marg Bull

That Council note the Major Projects Program from various funding sources - Progress Report for August 2019.

CARRIED

CONFIDENTIAL MATTERS**RESOLUTION 2019/08/190**

Moved: Cr Nick Metcalfe
Seconded: Cr Peter McCrabb

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993: 10.30am

12.1 General Manager Performance Agreement

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

12.2 Contract C2020/01 - Operation and Management of the Deniliquin Swim Centre

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

12.3 Contract C2020/04 - Asset Revaluation Project

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

12.4 Expression of Interest - South Depot - 147-149 Hardinge Street, Deniliquin

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

12.5 Request for Economic Development Support

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CARRIED

GENERAL MANAGER PERFORMANCE AGREEMENT**RESOLUTION 2019/08/191**

Moved: Cr Pat Fogarty
Seconded: Cr Peta Betts

That Council

1. Adopt the General Manager Performance Agreement at Attachment 1

CARRIED

Mark Dalzell, Manager, Engineering & Assets entered the Chambers at 10.43am

CONTRACT C2020/01 - OPERATION AND MANAGEMENT OF THE DENILQUIN SWIM CENTRE**RESOLUTION 2019/08/192**

Moved: Cr Ashley Hall

Seconded: Cr Pat Fogarty

That Council:

1. Accept the tender submitted by Deniliquin Outdoor Pools Incorporated/Deniliquin Indoor Pools Incorporated and Deniliquin Outdoor Pools Incorporated/Deniliquin Indoor Pools Incorporated Contract C2020/01 – Operation and Management of the Deniliquin Swim Centre for the Lump Sum tender price of \$155,000.00 excluding GST for the 2019/20 season; and
2. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2020/01 – Operation and Management of the Deniliquin Swim Centre.

CARRIED

CONTRACT C2020/04 - ASSET REVALUATION PROJECT**RESOLUTION 2019/08/193**

Moved: Cr Peter McCrabb

Seconded: Cr Pat Fogarty

That Council:

1. Accept the tender submitted by CT Management Group Pty Ltd for Contract C2020/04 – Asset Revaluation Project for the lump sum tender price of \$169,300 + GST;
2. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2020/04 – Asset Revaluation Project.

CARRIED

Michelle Cobb, Manager, Community & Economic Development entered the Chambers at 11.04am
Mark Dalzell, Manager, Engineering & Assets left the Chambers at 11.05am

EXPRESSION OF INTEREST - SOUTH DEPOT - 147-149 HARDINGE STREET, DENILIQUIN**RESOLUTION 2019/08/194**

Moved: Cr Norm McAllister

Seconded: Cr Pat Fogarty

That Council

1. Agree to sell the former South Depot site at 143-147 Hardinge Street Deniliquin, to Jason O'Connor Fabrications for the amount noted in the report, to support the retention of four local jobs and the creation and relocation of at least twenty-one new jobs to Deniliquin.
2. Negotiate with Jason O'Connor Fabrications on the settlement date to ensure a smooth transition of Council operations from the South Depot to the North Depot in line with the project to redevelop the North Depot
3. Confirm that Clause 11.2 of the Contract of Sale, Attachment 4, is to require a development application to be submitted within 12 months of the signing of the contract
4. Require Officers to discuss with Councils solicitor the ability to add in an additional clause requiring construction to commence within two years and the ability for other clauses to enforce the economic development benefits claimed in the proposal
5. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for the sale of the South Depot, 147-149, Hardinge Street, Deniliquin

In Favour: Crs Norm Brennan, Pat Fogarty, Marg Bull, Norm McAllister, Peter McCrabb and Nick Metcalfe

Against: Crs Peta Betts and Ashley Hall

CARRIED 6/2

Councillor Norm McAllister left the Chambers at 11.15am

REQUEST FOR ECONOMIC DEVELOPMENT SUPPORT**RESOLUTION 2019/08/195**

Moved: Cr Pat Fogarty

Seconded: Cr Marg Bull

1. That Council gives the General Manager the authority to meet with the proposed developers of the Federal Hotel and offer Council assistance.
2. Assistance can include
 - i) Fifty percent (50%) rate reduction up to a three-year period
 - ii) Waiving of the DA fees
 - iii) Allowing a delayed payment schedule for any Headworks or Infrastructure payments.
 - iv) Any Council assistance will require a written agreement with specific timeframes.

CARRIED

RESOLUTION 2019/08/196

Moved: Cr Peter McCrabb

Seconded: Cr Marg Bull

That Council moves out of Closed Council into Open Council.

CARRIED

The meeting closed at 11.35am.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 September 2019.

CHAIRPERSON

6 DISCLOSURES OF INTERESTS

7 MAYORAL MINUTE(S)

Nil

8 REPORTS OF COMMITTEES

8.1 MINUTES OF THE TIDY TOWNS COMMITTEE MEETING HELD ON 13 AUGUST 2019

Author: Belinda Perrett, Executive Assistant

Authoriser: Adam McSwain, General Manager

RECOMMENDATION

That Council:

Receive and note the Minutes of the Tidy Towns Committee Meeting held on 13 August 2019, contained at Attachment A

COMMUNITY STRATEGIC PLAN

5.2 We collaborate and pursue partnerships that achieve great outcomes for our community.

FINANCIAL IMPLICATIONS

Not applicable

LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

MEMBERS PRESENT:

Mr Geoff Riley, Mrs Joan McCalman, Mrs Mary O. Roberts, Mrs Pam Jarrett,

COUNCIL STAFF PRESENT:

Belinda Perrett

CHAIRPERSON OF MEETING:

Mr Geoff Riley chaired the meeting and welcomed members present.

1. APOLOGIES

An apology was tendered for the non-attendance of Mrs Virginia Bult, Mrs Dawn Hetherington, Mrs Judy Bond and Cr Pat Fogarty

Moved Mrs Joan McCalman
That the apologies be accepted.
Seconded Mrs Mary O. Roberts

CARRIED

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING – 11 June 2019

Moved Mrs Mary O. Roberts
That the Minutes of the Tidy Towns Committee meeting held on 11 June 2019 be confirmed as a true and accurate record.
Seconded Mrs Joan McCalman

CARRIED

3. MATTERS ARISING FROM PREVIOUS MINUTES

Nil

4. CORRESPONDENCE

Outward – Deniliquin Rotary Club. Re Rotary River Clean Up.
Inward – Deniliquin Rotary Club River Clean Up 13 October 2019 requesting assistance.

5. TIDY TOWNS GARDEN OF THE MONTH AWARDS**July 2019**

Jason & Kylie Andrews, 248 Henry Street – Garden of Month
Dot Jenkin, 294 Wood Street – Encouragement

Others suggested:- Brian & Liz Henderson, River Street; Greg Collins, Noyes Street (previous winner).

6. GENERAL BUSINESS

- (a) Rotary request from Ian Campbell regarding Clean Up Day 13th October 2019. Tidy Towns Committee will send contact other community groups and supply Ian with the list.
-
-

7. NEXT MEETING

Will be held Tuesday 8 October 2019 at the Deniliquin Library commencing at 4.00pm.

8. CLOSURE OF MEETING – 4.50 pm

8.2 MINUTES OF THE EDWARD RIVER CONCERT BAND COMMITTEE MEETING HELD ON 13 AUGUST 2019**Author:** Belinda Perrett, Executive Assistant**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

That Council:

Receive and note the Minutes of the Edward River Concert Band Committee Meeting held on 13 August 2019, contained at Attachment A

COMMITTEE RECOMMENDATIONS

Edward River Council \$5,000 Community Grants are open. Mr Russ Fisher will submit an application to upgrade the female toilets.

Moved: Mr Russ Fisher**CARRIED**

That following Council's decision to increase the Band Masters remuneration to \$115.00 per week, rather than the Bands recommendation \$140 per week, back paid from January 2019, that the Edward River Concert Band use their accumulated funds to back pay the Band Master and make up the shortfall of \$25 per week.

This to be reviewed when Council prepares the Edward River Concert Band Budget for 2020-2021.

Seconded: Ms. Claire Wing**CARRIED****COMMUNITY STRATEGIC PLAN**

5.2 We collaborate and pursue partnerships that achieve great outcomes for our community.

FINANCIAL IMPLICATIONS

Nil. The Edward River Concert Band has accumulated funds from concert work.

LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

1. A - Edward River Concert Band Minutes

MEMBERS PRESENT:

Mr Lindsay Renwick, Mr Graham Gordon, Mr Neville McBurnie, Mr Russ Fisher, Mr Richard Sievers, Cr Marg Bull, Ms. Claire Wing, Mr Ian Bathgate, Mr Richard Davies, Mrs Julie Rogers.

STAFF PRESENT:

Mrs Belinda Perrett, Executive Assistant

CHAIRMANSHIP OF MEETING:

Mr Ken Fisher chaired the meeting and opened the meeting at 3.45pm by welcoming members present.

1. APOLOGIES

An apology was tendered for the non-attendance of Mrs Lorna McBurnie.

Moved: Mr Lindsay Renwick
That the apologies be accepted

Seconded: Mr Graham Gordon

CARRIED

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING – 12 JUNE 2019

Moved: Mr Russ Fisher

That the minutes of the previous meeting of the Edward River Council Concert Band committee held 12 June 2019 be confirmed as a true and accurate record.

Seconded: Mr Lindsay Renwick

CARRIED

3. MATTERS ARISING FROM MINUTES

*The RSL Booking for the end of year Concert has been changed once again and will now be held 11 November 2019.

*Band Hall Sheds. The shed has been leaking and damage has been sustained by some old speakers, believed to have been previously owned by the Jazz Club. The corner of the roof needs a ridge cap and tec screws.

The Band Hall has been inspected and whilst the formal report is not yet available it is good to know that the report is not as bad as first feared. Will definitely require fire extinguishers and the lino replaced.

4. CORRESPONDENCEIncoming

1. Dr Ian Drumbrell Sympathy Card to the band for the loss of Mr Ron Richards.

2. Request from Conargo Hall Committee to play October 25, 2019. This will be taken to the next band practice and Richard Sievers will get back in touch with Lyn Hardcastle.

3. Request from the Deniliquin Historical Society to present a light program from 2pm to

4pm as a part of the official opening of the railway awning and memorabilia. Richard Sievers will also take this to the band practice.

Outward

1. Murrumbidgee Community Grant application will be lodged shortly as Edward River Concert Band.

Moved: Mr Lindsay Renwick

Seconded: Mr Ken Fisher

CARRIED

5. FINANCIAL REPORT

Presented.

Edward River Council \$5,000 Community Grants are open. Mr Russ Fisher will submit an application to upgrade the female toilets.

Moved: Ms. Claire Wing

Seconded: Mr Richard Sievers

CARRIED

6. GENERAL BUSINESS

- Dedication Award.
Congratulations to Mr Russ Fisher on a fine award.
- Uniform. Hats – Mr Ian Bathgate will get in touch via email with Mr Neil Webster to enquire where he purchased his hat.
- South West Music have appointed a new Director who commences in September. Once he has commenced will continue to move forward with the junior band idea.
- Mr Lindsay Renwick presented a piece from a 1911 local paper regarding a ball held in the town hall which was held to raise funds for a juvenile band – 110 youngsters attended.
- Mrs Lorna McBurnie asked that the band play on a raised platform so that the audience can see them perform. Mr Richard Sievers and Mr Ken Fisher will check stage availability, dimensions and viability.
- Band History. As funding was not made available for putting all the history onto memory sticks for posterity, Mr Neville McBurnie will show Mrs Julie Rogers what is required, and she will come back with a quote for getting this achieved.
- Disturbance at Band with Mr John Ross. The Committee held a meeting with Mr Ross. If it happens again, the Committee may have to look at other measures.
- Attracting new and former members. List is being supplied of previous members. Community announcements on radio/television and create an event where everyone can come together. Decision was to invite former members personally to this years concert at no charge. Moved Mr Lindsay Renwick; Seconded Mr Russ Fisher.
- Social media presence – Facebook; Instagram – someone over 18 needs to be driving the posts. Mr Richard Sievers will follow up with Megan to gain interest. Moved Mr Ian Bathgate; Seconded Mr Richard Davies.

Mr Richard Sievers then left the meeting at 5pm after declaring a Pecuniary interest in the matter to be discussed.

Moved: Mr Russ Fisher

That following Council's decision to increase the Band Masters remuneration to \$115.00 per week, rather than the Bands recommendation \$140 per week, back paid from January 2019, that the Edward River Concert Band use their accumulated funds to back pay the Band Master and make up the shortfall of \$25 per week.

This to be reviewed when Council prepares the Edward River Concert Band Budget for 2020-2021.

Seconded: Ms. Claire Wing

CARRIED

The question of who should receive remuneration if Mr Richard Sievers was absent was raised. As Mr Richard Sievers is committed to be in attendance for a minimum of 45 weeks annually, it is anticipated that this will rarely, if at all, occur.

Meeting Closed 5.15pm

9 REPORTS TO COUNCIL**9.1 ELECTION OF MAYOR SEPTEMBER 2019-2020****Author: Belinda Perrett, Executive Assistant****Authoriser: Adam McSwain, General Manager****RECOMMENDATION**

1. The General Manager, as returning officer, call for nominations for the election of the Mayor for a one year term of office, from September 2019 to September 2020
2. That the method of voting be by ordinary ballot

BACKGROUND

The Local Government Act provides that when a Mayor is not (popularly) elected by voters at a general election, Councils are to elect a Mayor from their number every two years in the month of September (Section 290).

As a merged Council, 2017 was the first election held for Councillors in the Edward River Council area. Councillors were elected for a three-year term, rather than a four-year term to bring all Councils back into alignment by 2020.

The Local Government New South Wales Elections will be held in 2020 and at that time Mayors and possibly Deputy Mayors will be elected for two-year terms.

ISSUE/DISCUSSION

In accordance with the Local Government Act and Regulations thereunder, if the Mayor is to be elected by the councillors of an area, council must elect one of its members as Mayor for the ensuing two-year term. In this case following the merger period, this term of Mayor is only for one year.

Section 226 of the Local Government Act 1993 prescribes the role of the Mayor as follows:

- To exercise, in cases of necessity, the policy making functions of the governing body of the Council between meetings of the Council.
- To exercise such other functions of the Council as the Council determines.
- To preside at meetings of the Council.
- To carry out the civic and ceremonial functions of the mayoral office.

Under Section 377 of the Local Government Act 1993, the council may delegate authority to the Mayor to exercise and/or perform, on behalf of the council, the powers, authorities, duties and functions as prescribed in the Act and Local Government (General) Regulation 2005 and other related legislation.

The Mayor commences on the day the person elected is declared to be so elected and ends when the persons successor is declared to be elected to the office.

In respect of the election procedure, the relevant provisions are laid out in Part 11, Division 12, Schedule 7, of the Local Government (General) Regulation 2005.

Nominations for the position must be in writing by two or more Councillors, one of whom may be the nominee. The written consent of the nominee is required for the nomination to be valid.

Councillors may nominate more than one candidate, if they so wish. Nominations will be received by the Returning Officer at any time prior to the ballot. Nomination forms for Mayor have been provided to Councillors and are available in the Chamber.

STRATEGIC IMPLICATIONS

Nil

COMMUNITY STRATEGIC PLAN

Nil

FINANCIAL IMPLICATIONS

Mayoral and Councillor fees are contained within the Edward River Council budget.

LEGISLATIVE IMPLICATIONS

The Election of Mayor and Deputy Mayor falls under Schedule 7 Local Government (General) Regulation 2005 – Election of Mayor by Councillors.

ATTACHMENTS

Nil

9.2 ELECTION OF DEPUTY MAYOR SEPTEMBER 2019-2020**Author:** Belinda Perrett, Executive Assistant**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

1. The General Manager, as returning officer, call for nominations for the election of the Deputy Mayor for a one year term of office, from September 2019 to September 2020
2. That the method of voting be by ordinary ballot

BACKGROUND

The Local Government Act provides that when a Mayor is not (popularly) elected by voters at a general election, Councils are to elect a Mayor from their number every two years in the month of September (Section 290). Councils may also elect a Deputy Mayor from their number for the same or lesser term as the Mayor (Section 231).

As Edward River Council elected the current Deputy Mayor for a period of two years, in line with the Mayor, an election must be held for a one-year term.

The Deputy Mayor may exercise any functions of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the functions of his/her Office.

As a merged Council, 2017 was the first election held for Councillors in the Edward River Council area. Councillors were elected for a three-year term, rather than a four-year term to bring all Councils back into alignment by 2020.

The Local Government New South Wales Elections will be held in 2020 and at that time Mayors and possibly Deputy Mayors will be elected for two-year terms.

ISSUE/DISCUSSION

Under the Local Government Act 1993 and Local Government (General) Regulation 2005, Council may elect one of its members as Deputy Mayor.

The Deputy Mayor may act as the Mayor in his/her absence, and while so acting shall have the powers, authorities, duties, and liabilities of the Mayor under the Act and/or the powers delegated to the Mayor by Council under S.377.

The term for the Deputy Mayor may be the same as the Mayoral term or may be for a shorter term as fixed by resolution of Council. It has been Council's practice in the past to elect a Deputy Mayor for the same term as the Mayor.

Nominations for the position must be in writing by two or more Councillors, one of whom may be the nominee. The written consent of the nominee is required for the nomination to be valid.

Councillors may nominate more than one candidate, if they so wish. Nominations will be received by the Returning Officer at any time prior to the ballot. Nomination forms for Deputy Mayor have been provided to Councillors and are available in the Chamber.

STRATEGIC IMPLICATIONS

Nil

COMMUNITY STRATEGIC PLAN

Nil

FINANCIAL IMPLICATIONS

Mayoral and Councillor fees are contained within the Edward River Council budget.

LEGISLATIVE IMPLICATIONS

The Election of Mayor and Deputy Mayor falls under Schedule 7 Local Government (General) Regulation 2005 – Election of Mayor by Councillors.

ATTACHMENTS

Nil

9.3 RESOLUTIONS OF COUNCIL**Author:** Belinda Perrett, Executive Assistant**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

That Council note the information in the Resolutions of Council to 2 September 2019.

BACKGROUND

The attached report details the status of open Resolutions of Council.

ISSUE/DISCUSSION

Monthly report to update Councillors and community members on the progress of Council Resolutions.

STRATEGIC IMPLICATIONS

As outlined in the status updates.

COMMUNITY STRATEGIC PLAN

This report aligns with Outcome 5 – A community working together to achieve its potential. Particularly it supports outcome 5.3, our local government is efficient, innovative and financially sustainable.

FINANCIAL IMPLICATIONS

Not applicable

LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

1. Council Resolutions to 2 September 2019

15 August 2019	Resolution	Responsibility	Status	Expected Date of Completion
2019/08/179	<p>Rates and Revenue Harmonisation Project That Council</p> <p>1. 'Opt out' of the Minister for Local Government's determination made under the Local Government Amendment (Rates-Merged Council Areas) Act 2017, section 218CB(1) and (2) Transitional provision for maintenance of pre-amalgamated rate paths at the end of 3 rating years.</p> <p>2. Advise the Office of Local Government of the decision by 6 September 2019</p>	Director Corporate Services	Office of Local Government has been advised.	Closed
2019/08/180	<p>Retirement Living Project That Council</p> <p>1. Establish a budget of \$325,000 funded from Councils reserves for undertaking the next steps outlined in Attachment 1</p> <p>2. Approve the expenditure of \$65,000 to undertake Stage 1 of the work</p> <p>3. Require a report outlining the outcomes of Stage 1 prior to progressing with work on Stage 2 of the project</p>	General Manager	Tender Open. Report will be tabled at September Council Meeting	Ongoing
2019/08/181	<p>Local Heritage Fund That Council fund the projects detailed in Attachment 1 under the Local Heritage Fund 2019-2020 as follows:</p> <p>(a) 412 Cressy Street – Local Heritage Fund contribution of \$2 250;</p> <p>(b) 25-29 Napier Street – Local Heritage Fund contribution of \$7 600;</p> <p>(c) 138 End Street – Local Heritage Fund contribution of \$2 800; and</p> <p>(d) 99 Wellington Street – Local Heritage Fund contribution of \$3 600.</p>	Manager Environmental Services	Grants Awarded	Closed
2019/08/182	Draft Memorial Park Masterplan	Manager Environmental	Authors have been advised.	Closed

	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the draft Memorial Park Masterplan (Attachment 1); 2. Note that implementation of the Memorial Park Masterplan will be reliant on Council receiving external grant funding and that the projects outlined in the Plan have not been factored into Council's Long-Term Financial Plan 3. Advise the submission authors and the Memorial Park users of the outcome of the exhibition. 	Services		
2019/08/183	<p>Development Application 32/19 That Council:</p> <ol style="list-style-type: none"> 1. APPROVE the development application 32/19 for a 2 stage development for the purposes of a vehicle body repair workshop being an extension of the existing shed and installation of a spray booth and bunded paint room in stage 1 and an extension of the existing shed in stage 2, on Lot 2 DP430062, 27 Lloyds Lane, Deniliquin, dated 24 June 2019 as shown on plans numbered DA 32/19 Site Plans 1/2, Floor Plan 1/2, Structural Details, West Elevation Plan, and North Elevation 1/2 Plans and described in details accompanying the Development Application, in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 and subject to the following reasons: <ol style="list-style-type: none"> (a) The application generally complies with the applicable planning controls; (b) The proposal is appropriate for the site given its approved use. <p>Impose the conditions on DA 32/19 as detailed in Attachment 3 but amend condition 1e by deleting the hours of operation for Saturday.</p> 	Manager Environmental Services	Approved	Closed
2019/08/185	<p>Murray Darling Assoc. Membership and Annual General Meeting That Council</p> <ol style="list-style-type: none"> 1. Resolve to maintain membership of the Murray Darling Association 	General Manager	Membership Fee has been paid	Closed

	<ol style="list-style-type: none"> 2. Resolve that two Councillors be given the opportunity to attend the Murray Darling Association's 75th National Conference and AGM Tuesday, 22 October 2019 to Thursday 24 October, 2019 in Toowoomba, Queensland. 			
2019/08/186	<p>Signage Strategy – Concept Designs That Council</p> <ol style="list-style-type: none"> 1. Endorse the Signage Strategy concept designs for a hierarchy of signs contained at Attachment A. 2. Note that the draft Signage Strategy and Guidelines will be provided to Council for its adoption at its ordinary meeting in September 2019. 3. Note that Council Officers will work with the Memorial Park Users Group to develop a proposed entry sign to Memorial Park, ensuring it aligns with Council's signage style guide. 	Manager Community & Economic Development	Additional report will be tabled at September Council meeting	Ongoing
2019/08/187	<p>Edward River Agri-Food and Fibre Masterplan That Council</p> <ol style="list-style-type: none"> 1. Note and endorse the development of the Edward River Agri-food and Fibre Masterplan 2. Approve the establishment of a Project Reference Group made up of eight to ten industry representatives and two Councillors 3. Note that the project will be funded through \$45,000 from the Round One Merger Funding to develop an investment prospectus, \$39,296 remaining from the Round Two Merger funding allocated towards the airport project and \$15,704 from the Office of the General Manager Consultant budget line 4. Note that in line with Councils Procurement Policy the General Manager provided an exemption to directly engage McKinna <i>et al</i> given the experience and knowledge they developed through the airport project, that the work on the airport project was awarded through an open and competitive procurement process and that their experience and expertise aligned with the needs of the Agri-Food and Fibre Masterplan project 	Manager Community & Economic Development	Ongoing consultations	31 December 2019
2019/08/192	Contract C2020/01 – Operation and Management of the Deniliquin Swim Centre	Manager Engineering and	Ongoing	Closed

	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accept the tender submitted by Deniliquin Outdoor Pools Incorporated/Deniliquin Indoor Pools Incorporated and Deniliquin Outdoor Pools Incorporated/Deniliquin Indoor Pools Incorporated Contract C2020/01 – Operation and Management of the Deniliquin Swim Centre for the Lump Sum tender price of \$155,000.00 excluding GST for the 2019/20 season; and 2. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2020/01 – Operation and Management of the Deniliquin Swim Centre. 	Assets		
2019/08/193	<p>Contract 2020/04 – Asset Revaluation Project</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Accept the tender submitted by CT Management Group Pty Ltd for Contract C2020/04 – Asset Revaluation Project for the lump sum tender price of \$169,300 + GST; 2. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2020/04 – Asset Revaluation Project. 	Manager Engineering and Assets	Ongoing	Closed
2019/08/194	<p>Expression of Interest – South Depot – 147-149 Hardinge Street, Deniliquin</p> <p>That Council</p> <ol style="list-style-type: none"> 1. Agree to sell the former South Depot site at 143-147 Hardinge Street Deniliquin, to Jason O'Connor Fabrications for the amount noted in the report, to support the retention of four local jobs and the creation and relocation of at least twenty-one new jobs to Deniliquin. 2. Negotiate with Jason O'Connor Fabrications on the settlement date to ensure a smooth transition of Council operations from the South Depot to the North Depot in line with the project to redevelop the North Depot 3. Confirm that Clause 11.2 of the Contract of Sale, Attachment 4, is to require a development application to be submitted within 12 	Manager Community & Economic Development	Discussion Ongoing	31 October 2019

	<p>months of the signing of the contract</p> <p>4. Require Officers to discuss with Councils solicitor the ability to add in an additional clause requiring construction to commence within two years and the ability for other clauses to enforce the economic development benefits claimed in the proposal</p> <p>5. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for the sale of the South Depot, 147-149, Hardinge Street, Deniliquin</p>			
2019/08/195	<p>Request for Economic Development Support</p> <p>1. That Council gives the General Manager the authority to meet with the proposed developers of the Federal Hotel and offer Council assistance.</p> <p>2. Assistance can include</p> <p>i) Fifty percent (50%) rate reduction up to a three-year period</p> <p>ii) Waiving of the DA fees</p> <p>iii) Allowing a delayed payment schedule for any Headworks or Infrastructure payments.</p> <p>iv) Any Council assistance will require a written agreement with specific timeframes.</p>	General Manager	Ongoing. Agreement currently being developed.	31 October 2019
18 July 2019	Resolution	Responsibility	Status	Expected Date of Completion
2019/07/159	<p>That Council:</p> <p>1. Note the resignation of Ms Perin Davey from Council’s Audit, Risk and Improvement Committee.</p> <p>2. Invite applications from suitably skilled, experienced and qualified persons for the vacant position of Independent External Member.</p> <p>3. Form a selection panel comprising the Audit, Risk and Improvement Committee Chair, one of the Councillor representatives from the Audit, Risk and Improvement Committee, the General Manager and the Director Corporate</p>	Director Corporate Services	Vacant position advertised. Selection panel will meet following Septembers Council meeting.	31 October 2019

	<p>Services to assess the applications received, shortlist and interview applicants, and recommend to Council a preferred applicant for appointment.</p> <p>4. Receive a further report containing the selection panel's recommendation.</p>			
2019/07/162	<p>That Council</p> <p>1. Establish an alcohol prohibited area at Scott's Park as shown in Attachment 1 in accordance with section 632A(4) of the <i>Local Government Act 1993</i> following receipt of approval from the NSW Police Local Area Commander in accordance with section 632A(8) of the Act; and</p> <p>2. Advise the submission author of the outcome.</p>	Manager Environmental Services	Author of submission advised.	Closed
2019/07/164	<p>That Council:</p> <p>1. Approve the Free Waste Disposal weekends at the Deniliquin Landfill to take place on the following dates during the 2019/20 financial year: 26 & 27 October 2019, 4 & 5 January 2020, 5 & 6 April 2020 and 14 & 15 June 2020.</p> <p>2. Note that on the Free Waste Disposal weekends the following waste is still charged for; tyres, commercial waste, construction and/or demolition waste.</p> <p>3. Approve the recommendation and receive a further report outlining additional waste services that can be provided to the community.</p>	Director Infrastructure	Further report will be tabled at the February Workshop	28 February 2020
2019/07/165	<p>That Council:</p> <p>1. Fund the Boooroban Truck Layby on both sides of the highway with \$200,000 funding from the Drought Communities Programme and \$50,000 from Council's reserves.</p> <p>2. Fund the rural village signage program at a cost of \$15,000 from Council's Reserves.</p>	Manager Community & Economic Development	Progressing	31 December 2019
2019/07/168	<p>That Council accept the offers for sale in Attachment 1, submitted during the Expression of Interest process, of Council owned tanker trailer units to various landholders as stated in the report for the total</p>	Manager Engineering & Assets	Progressing	30 September 2019

	value of \$21,054.54 + GST.			
2019/07/169	That Council: 1. Accept the tender submitted by Deni Civil and Construction Pty Ltd Pty Ltd for Contract C2020/03 – Wood Street Reconstruction Project for the lump sum tender price of \$516,680.00 + GST; 2. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2020/03 – Wood Street Reconstruction Project; 3. Delegate the Contract Superintendent to approve variations up to a maximum of 10% of the contract value to allow for any issues that may arise on site.	Director Infrastructure	Project underway.	31 December 2019
2019/07/170	That Council: 1. Accept the tender submitted by Deni Civil and Construction Pty Ltd Pty Ltd for Contract C2020/02 – Victoria Street Reconstruction Project for the lump sum tender price of \$532,490.00 + GST; 2. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2020/02 – Victoria Street Reconstruction Project; 3. Delegate the Contract Superintendent to approve variations up to a maximum of 10% of the contract value to allow for any issues that may arise on site.	Director Infrastructure	Works will be scheduled during school holidays.	31 December 2019
27 June 2019	Resolution	Responsibility	Status	Expected Date of Completion
2019/06/146	Drought Communities Programme That Council approve the submission to the Department of Infrastructure, Regional Development and Cities under the Drought Communities Programme for the following projects: <ul style="list-style-type: none">• Drought Support Officer;• Tourism Marketing Program;	Director Infrastructure	July Council meeting to discuss Boorooban Heavy Vehicle Layby	18 July 2019 31 December 2019

	<ul style="list-style-type: none"> • CBD Painting Program; • Town Entrance – Crispe Street; • Town Entrance – Davidson Street; • Road Upgrades – Harfleur Street and Wyatt Street; and • Booroorban Heavy Vehicle Layby. <p>AMENDMENT</p> <p>Moved: Cr Norm McAllister Seconded: Cr Marg Bull</p> <p>That Council:</p> <p>1. Approve the submission to the Department of Infrastructure, Regional Development and Cities under the Drought Communities Programme for the following projects:</p> <ul style="list-style-type: none"> • Drought Support Officer; • Tourism Marketing Program; • CBD Painting Program; • Town Entrance – Crispe Street; • Town Entrance – Davidson Street; • Road Upgrades – Harfleur Street and Wyatt Street; <p>2. Delay consideration of the Booroorban Heavy Vehicle Layby until the July Council meeting.</p>		<p>Ongoing</p>	
<p>2019/06/148</p>	<p>Transfer or sale of land for unpaid rates</p> <p>That Council:</p> <p>1. In accordance with section 570 of the Local Government Act, accept the transfer of the following land for unpaid rates:</p> <p>Lot 29 and 30 DP 815329, Ballantyne Crescent, Deniliquin Lot 19 DP 815329, Burton Street, Deniliquin Lot 12 DP 815329, Harfleur Street, Deniliquin LOT 13 DP 815329, Harfleur Street, Deniliquin LOT 37 DP 749636, Henry Street, Deniliquin</p> <p>2. In accordance with section 31(2) of the Local Government Act,</p>	<p>Director Corporate Services</p>	<p>Notification has been sent.</p> <p>Still progressing.</p>	<p>18 July 2019</p> <p>30 September 2019</p>

	<p>classify the following land as Operational Land, upon acquisition: Lot 29 and 30 DP 815329, Ballantyne Crescent, Deniliquin Lot 19 DP 815329, Burton Street, Deniliquin Lot 12 DP 815329, Harfleur Street, Deniliquin LOT 13 DP 815329, Harfleur Street, Deniliquin LOT 37 DP 749636, Henry Street, Deniliquin</p> <p>3. Authorise the General Manager, via MCW Lawyers Pty Ltd, to provide written advice to the Trustee that Council will formally approve the agreement with the Trustee to accept transfer of the properties.</p> <p>4. Authorises the General Manager to take all necessary steps and execute all necessary documentation to implement part 1 of this resolution of Council.</p> <p>5. Affix the Council seal in accordance with Clause 400 of the Local Government (General) Regulations 2005 as required to implement part 1 of this resolution of Council.</p> <p>6. Authorise the write-off of the bad debt, being the net of monies owing in unpaid rates and sundry debtors and the 'fair asset value' of the land transferred.</p>			
2019/06/149	<p>Contract C2019/12- Sewer Main Relining 2018/19 That Council:</p> <ol style="list-style-type: none"> 1. Accept the tender submitted by Insituform Pacific Pty Ltd and award Insituform Pacific Pty Ltd Contract C2019/12 – Sewer Main Relining 2018/19 for the extended schedule of rates tender price of \$299,845.00 + GST. 2. Approve the date of practical completion for Contract C/2019/12 to be Friday, 4 October 2019; and 3. Authorise the General Manager and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2019/12 – Sewer Main Relining 2018/19. 	Director Infrastructure	Tender accepted.	4 October 2019
21 March 2019	Resolution	Responsibility	Status	Expected Date of Completion

2019/03/45	Town Planning Policy 5.10 Bonds and Developer Contributions The motion was deferred, and the matter will be taken to the June workshop for further discussion.	Manager Environmental Services		June 27 2019 July 18 2019 31 October 2019
2019/03/55	Capital Works Program Amendment That Council approve; 1. The deferment of the reconstruction of the road and kerb and gutter between Hardinge Street and Macauley Street for future budget consideration 2. The deferment of the reconstruction of Wellington Street between Wood Street and Sloane Street for future budget consideration 3. The reallocation of \$1,009,700 from the Capital Works Program to works required on regional roads 4. Note that the road and kerb and gutter works identified for Poitiers street were completed in 2017/18 5. The reallocation of \$152,000 toward reconstruction of the road and kerb and gutter on Harfleur Street between Macauley Street and Hardinge Street 6. The allocation of \$30,000 towards the reconstruction of kerb and gutter along George Street between Hardinge Street and the IGA driveway 7. Note the additional income of \$400,000 from Fixing Country Roads	Director Infrastructure	Ongoing	June 30 2019 July 18 2019 31 October 2019
21 February 2019	Resolution	Responsibility	Status	Expected Date of Completion
2019/02/29	Application for Memorial in Public Place That Council: 1. Defer this report. 2. Request officers undertake further work on options for an Edward River Council Memorial in Public Place policy and bring this to the April Council Workshop for discussion.	General Manager	A further report will be taken to the April Council Workshop for discussion. August Workshop	30 April 2019 30 August 2019 30 September 2019
15 March	Recommendation	Responsibility	Status	Expected

2018				Date of Completion
47/18	Central Murray Regional Library Draft Deed of Agreement. That council receive the report And agree to adopt and sign the draft Central Murray Regional Library Deed of Agreement	Manager Tourism & Economic Development	Deed is at Solicitors	November 2018 June 2019

9.4 MAYOR, COUNCILLORS AND GENERAL MANAGER MEETINGS

File Number:

Author: Belinda Perrett, Executive Assistant

Authoriser: Adam McSwain, General Manager

RECOMMENDATION

That Council note the Mayor, Councillor and General Manager meetings for August 2019.

ACKGROUND

The report details meetings undertaken by the Mayor, Councillors and General Manager on behalf of Council during August 2019.

Mayor, Councillor and General Manager meetings August 2019

Date	Participants	Topic	Council Reps
1 Aug.	Murrumbidgee Local Health District	Board & Leadership Visit	Mayor, Deputy Mayor
1 Aug.	David Mckinna, Catherine Wall, Rob Brown, Alan Mathers	Agri-food and Fibre Masterplan and Prospectus	Mayor, Deputy Mayor
1 Aug.	Local Government Week	Awards Evening	General Manager
2 Aug.	Country Mayors Meeting	Local Government	General Manager
2 Aug.	Community Members	Boots Up! Community Catch Up Pretty Pine	Cr Metcalfe
5 Aug.	Yanco Creek and Tributaries Advisory Council	40 th AGM	Mayor
5 Aug.	Create NSW – Kerry-Anne SW Arts	Funding Opportunities	General Manager
8 Aug.	Deniliquin Vinnies Sleep Out	Sleeping Rough	General Manager
9 Aug.	Community Members	Boots Up! Community Catch Up Conargo	Mayor, Deputy Mayor, Cr Bull
10 Aug	Blighty Community Netball & Tennis Facility	Grand Opening	Mayor,
11 Aug	Gilgandra Shire Council	Retirement Living	Mayor, General Manager
12 Aug	Parkes Council	Economic Development	Mayor, General Manager
13 Aug	Helen Dalton MP	Monthly	Mayor, General Manager

		Discussion	
14 Aug	Edward River Concert Band Committee	Meeting	Cr Bull
16 Aug	Thrive Riverina Women's Day	Resilience	General Manager, Cr Bull
16 Aug	Minister for Health Phone Link	Regional Health	Mayor, General Manager, Community Representatives
17 Aug	Mid Murray Zone Fire Control Centre	Official Opening and Medal Presentation	Mayor, General Manager
18 Aug	Vietnam Veterans Day	Commemoration Ceremony	Mayor
18 Aug	South West Music	Official Opening	General Manager
19 Aug	Blighty Round-table sessions	Agri-food and Fibre – McKenna's	Cr Hall, Cr Metcalfe,
20 Aug	Wanganella Round-table sessions	Agri-food and Fibre – McKinna consulting	Cr Bull
20 Aug	Blighty Management Committee	Committee Meeting	Cr Metcalfe, Director Infrastructure
21 Aug	Community Breakfast Meeting	Agri-food and Fibre – McKinna consulting	Mayor, Cr Hall, Cr Bull, General Manager
22 Aug	South West Music	Board Meeting	Cr Bull
27 Aug	Sussan Ley MP	Advocacy Items	Mayor, General Manager
28 Aug	RAMJO	Board Meeting	Mayor, General Manager
29 Aug	Murray River Tourism	Recruitment	General Manager
30 Aug	Murray Irrigation	CEO breakfast	General Manager

ISSUE/DISCUSSION

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY STRATEGIC PLAN

Nil

FINANCIAL IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

Nil

9.5 INVESTMENT REPORT AUGUST 2019**Author: Bruce Maunganidze, Financial Accountant****Authoriser: Trish Kirkland, Director Corporate Services****RECOMMENDATION**

That Council:

1. Note and receive the Report on Investments totalling \$48,090,059 inclusive of cash at bank for day-to-day operations;
2. Note that actual interest received for the month of August 2019 was \$66,422.
3. Note that accrued interest earned to 31 August 2019 but not yet received was \$427,619.

BACKGROUND

The purpose of this report is to update Council on the investment of surplus funds and interest earned as required in Regulation No 264 (Part 19) of the Local Government Act 1993.

All investments have been made in accordance with Council's Policy, Section 625 of the Local Government Act 1993, and Regulation No 264.

As at 31 August 2019, Council had a total of \$48,090,059 in invested funds and cash at bank. This balance does not include unrepresented receipts or cheques. Total funds increased by \$1,610,070 due to receipt of several grants and rates instalment payments for the first quarter.

Interest received from investments during the month of August 2019 was \$66,422 consisting of \$6,480 for on-call/bank accounts and \$59,942 for term deposits. Year to date interest received to 31 August 2019 for Edward River Council is \$136,550. Accrued interest of \$427,619 has been earned to 31 August 2019 but is not yet received as these investments mature in later months. Council's average interest rate was 2.07%, which was 1.10% above the 3-month BBSW rate of 0.97%.

To optimise returns and to reduce exposure to risk, Council is investing surplus funds prudently in authorised financial institutions under current legislation in accordance with the Council's Investment Policy.

ISSUE/DISCUSSION

At 31 August 2019 Council investments had a carrying value of \$48,090,059 as detailed in the attachment.

The cash and investments balance is restricted as follows:

Internal Restrictions	Current Month
Infrastructure replacement	\$ 3,012,631
Plant replacement reserve	\$ 1,798,670
Recreation reserves/villages	\$ 1,113,000
Other internal reserves	\$ 743,398
Employee entitlements	\$ 692,727
Land Development Fund	\$ 385,000
Airport Development	\$ 237,447
Deposits, retentions and bonds	\$ 229,831
Total Internal Restrictions	\$ 8,212,705

External Restrictions	
Water supplies fund	9,836,568
Sewerage services fund	6,693,361
Tip remediation	1,300,000
Unexpended Merger funds	11,683,261
Other unexpended grant funds	1,056,084
Library fund	314,939
Other external reserves	157,072
Total External Restrictions	\$ 31,041,284

Unrestricted Funds \$ 8,836,070

Total Funds \$ 48,090,059

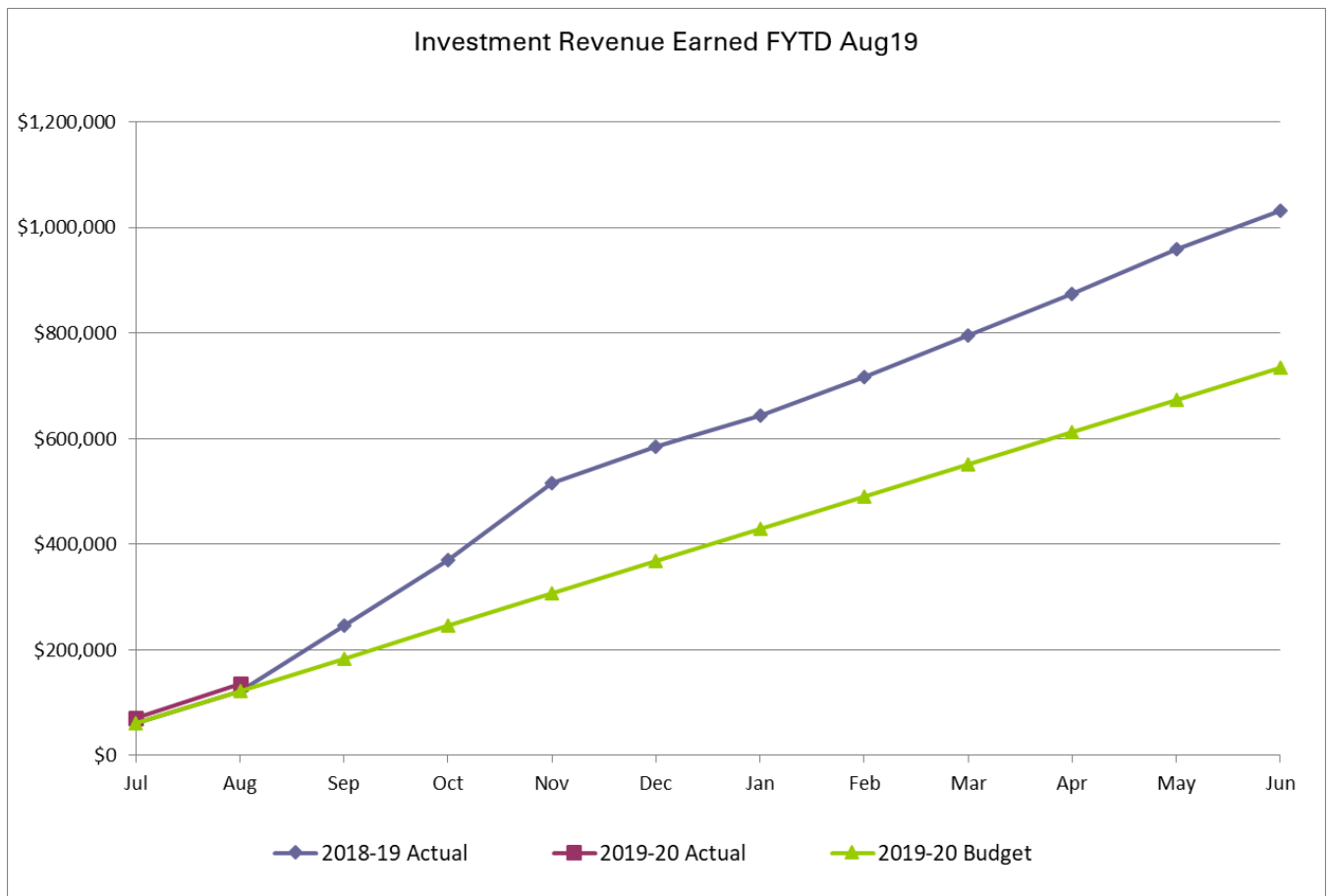
The Total Funds above are held between General, Water and Sewer as follows:

Fund Name	Bank and Investments	Percentage
General	\$ 31,560,130	65.63%
Water	\$ 9,836,568	20.45%
Sewer	\$ 6,693,361	13.92%
Total Funds	\$ 48,090,059	100.00%

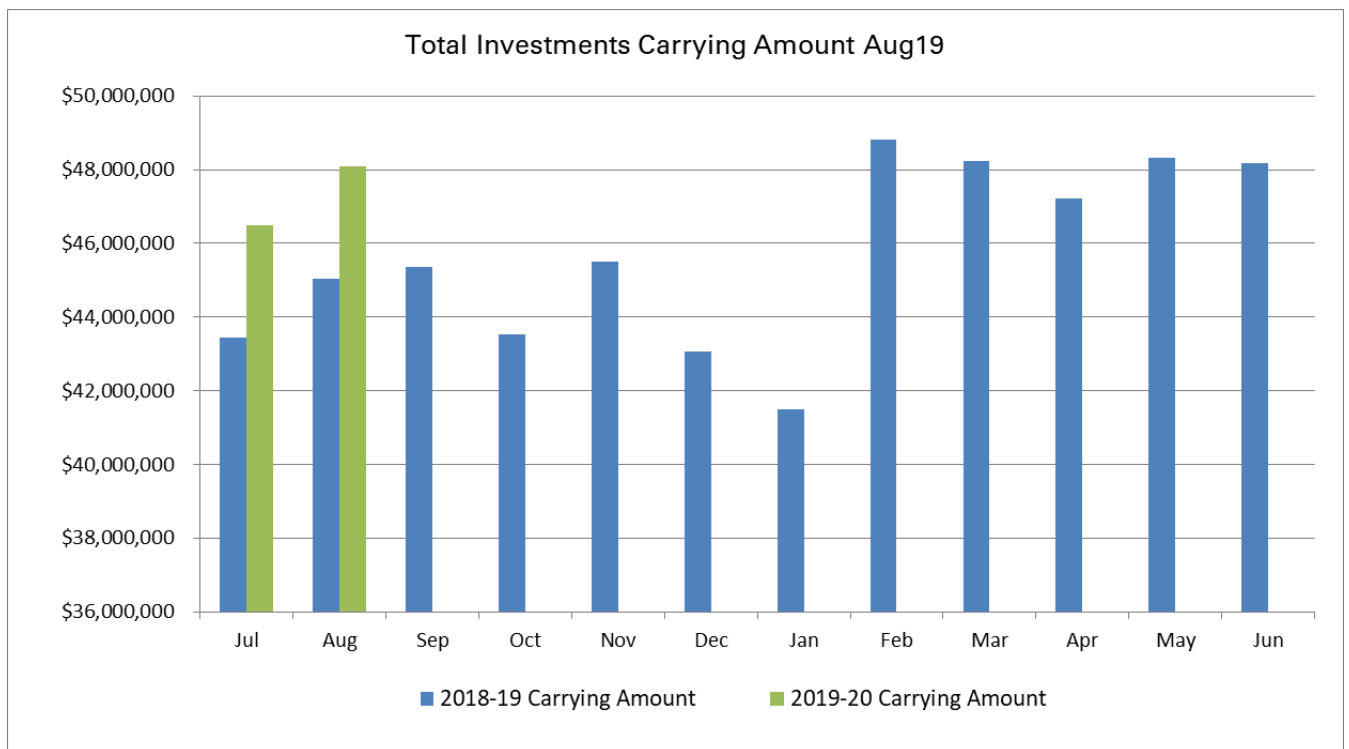
Investments Matured during August 2019

Financial Institution	Date Invested	Maturity Date	Days	Interest Rate	Amount	Actual Interest Received	Action Taken
Bendigo and Adelaide Bank	19-Feb-19	19-Aug-19	181	2.70%	500,000.00	6,694.52	Redeemed and invested with St George for 6 months @ 1.85%
Westpac	16-Oct-18	20-Aug-19	308	2.70%	1,500,000.00	34,175.34	Redeemed and invested with St George for 12 months @ 1.85%
Westpac	27-Nov-18	27-Aug-19	273	2.55%	1,000,000.00	19,072.60	Rolled over for 9 months @ 1.82%
					3,000,000	59,942	

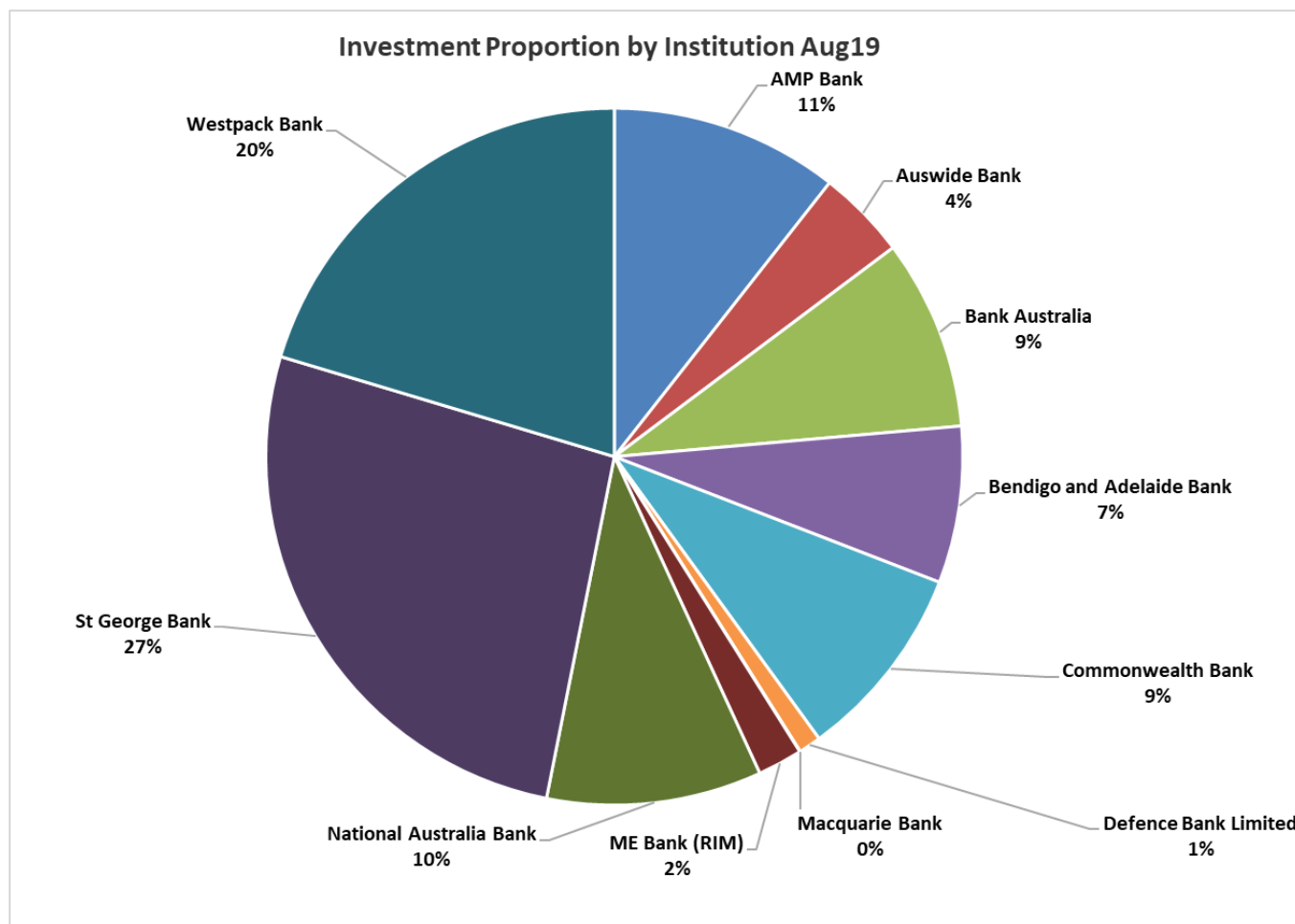
Actual year to date investment revenue earned



Total Funds Invested



Cash and investments total breakup by institution



Summary for cash at the bank for day to day operations as follows:

Cash Summary

Opening cash book balance	\$ 2,879,751
Plus receipts	\$11,073,267
Less payments	\$ 9,838,887

Cash book balance as at 31 Aug 2019 \$ 4,114,131

Statement Summary

Opening statement balance	\$ 2,862,494
Plus receipts	\$ 9,061,256
Less payments	\$10,241,405
Bank statement balance as at 31 Aug 2019	\$ 4,042,642
Plus unrepresented receipts	\$ 5,566
Less unrepresented payments	\$ 131,863
Unmatched items - Statement	-\$ 54,807

Reconciliation balance as at 31 Aug 2019 \$ 4,114,131

STRATEGIC IMPLICATIONS

Investments have been made in accordance with Council's investment policy, which was adopted on 20 December 2018.

COMMUNITY STRATEGIC PLAN

This report aligns with Outcome 5 – A community working together to achieve its potential and will assist to achieve the objective 'Our local government is efficient, innovative and financially sustainable'.

FINANCIAL IMPLICATIONS

Investments are managed to maximise returns while ensuring adequate cash flow to meet upcoming commitments.

Under Council's investment policy, investments are made with a range of banks, with Council funds invested with a single institution not going above a percentage of the total portfolio as follows:

- | | |
|--------------|---|
| 1. 40% | 2. A1+ rated institutions |
| 3. 20% | 4. A1 rated institutions |
| 5. 10% | 6. A2 rated institutions |
| 7. \$250,000 | 8. Unrated authorized deposit taking institutions |

The overall portfolio credit framework limits applicable to any particular credit rating category are as follows:

- | | |
|----------|---|
| 9. 100% | 10. TCorp/M Funds |
| 11. 100% | 12. A1+ rated institutions |
| 13. 40% | 14. A1 rated institutions |
| 15. 30% | 16. A2 rated institutions |
| 17. 5% | 18. A3 Unrated authorized deposit taking institutions |

LEGISLATIVE IMPLICATIONS

All investments have been made in accordance with Section 625 of the Local Government Act 1993 and Regulation No. 264.

ATTACHMENTS

- | | | | | |
|--|----------|----|--------|------|
| 1. Detailed Reserves Balances 31 August 2019 | | | | |
| 2. Investments | Schedule | 31 | August | 2019 |

Detailed Reserves Balances

	Balance
	31/08/19
EXTERNAL RESERVES	
Specific Purpose Unexpended Grants	1,056,084
Merger Stronger Communities	11,683,261
Water Supplies	9,836,568
Sewerage Services	6,693,361
Domestic Waste Management	1,300,000
EPA Waste	35,915
Milestones/Interpretative	37,287
Regional Arts	2,580
Cornago Oval M&R	20,000
Library Reserve	314,939
Deniliquin Community Gardens	2,967
Deniliquin Band Committee	18,837
Developer Contributions - General	39,485
	31,041,284
INTERNAL RESERVES	
Plant Replacement	1,798,670
Infrastructure Replacement	3,012,631
Employees Leave	692,727
Deposits, retentions and bonds	229,831
Airport Industrial Land	50,000
Risk Management	5,000
Gravel Pits	14,000
Asset Management	14,000
Waste Facilities	150,000
Water Supply Network	57,000
Election Reserve	12,312
Wanganella Community	5,000
Website Development	1,750
Tourism/Industry Promotion	13,000
Internal Audit	6,000
Recreation Reserves/Villages (Landscaping Plans)	1,113,000
Shire Entrance Signs	5,000
Dog Trial	3,000
Cemetery Upgrade	9,000
Blighty Power Upgrade	70,000
Building Maintenance	50,000
Conargo Landscaping	70,000
Depot office & gates upgrade	41,000
Fencing Conargo	7,000
Landscaping plan	90,000
Airport Runway Development	187,447
Land Development	385,000
Town Planning Plan, Surveys & Studies	102,662
Human Resources	17,674
	8,212,705

Schedule of Investments									
This Report is at date 31-August-2019									
Description	Account No.	Rating at EOM (S&P)	Date Invested	Maturity Date	Days	Rate	Face Value Amount	% of Portfolio	Estimated Interest
Westpac Business Cheque Plus Account	032-870 16-6545	A1+	N/a	N/a	365	0.01%	357,887.42	0.74%	Monthly
Westpac Business Cash Reserve	032-870 17-9231	A1+	N/a	N/a	365	0.40%	250,000.00	0.52%	Monthly
Westpac 31 Day Notice Account	032-870 23-2696	A1+	N/a	N/a	365	2.45%	3,684,548.69	7.66%	Monthly
Commonwealth Bank General Fund	062-533 000 000 10	A1+	N/a	N/a	365	0.00%	1,582,461.21	3.29%	Monthly
Commonwealth Bank Business On Line Acc	062-533 101 511 17	A1+	N/a	N/a	365	0.60%	810,151.76	1.68%	Monthly
NAB Business Cheque Account	89-575-7273	A1+	N/a	N/a	365	0.00%	297,164.98	0.62%	Monthly
Macquarie Bank - Rates	3005-79778	A1	N/a	N/a	365	0.00%	11,105.40	0.02%	Monthly
Macquarie Bank - Water	2643-18940	A1	N/a	N/a	365	0.00%	285.00	0.00%	Monthly
AMP Business Saver Account	939-200 164957532	A2	N/a	N/a	365	1.30%	96,454.59	0.20%	Monthly
Total Oncall/ CMT Accounts							7,090,059.05	14.74%	
Term Deposits									
St George	354775348	A1+	02-Oct-18	03-Sep-19	336	2.60%	1,500,000.00	3.12%	35,901.37
St George	356833530	A1+	13-Dec-18	13-Dec-19	365	2.80%	1,000,000.00	2.08%	28,000.00
St George	357022641	A1+	29-Mar-19	29-Oct-19	214	2.57%	1,000,000.00	2.08%	15,067.95
St George	357022624	A1+	29-Mar-19	29-Oct-19	214	2.57%	1,000,000.00	2.08%	15,067.95
St George	354032747	A1+	04-Apr-19	04-Nov-19	214	2.60%	1,250,000.00	2.60%	19,054.79
St George	357042377	A1+	09-Apr-19	09-Jan-20	275	2.60%	1,000,000.00	2.08%	19,589.04
St George	357097124	A1+	07-May-19	12-Feb-20	281	2.50%	1,000,000.00	2.08%	19,246.58
St George	357136904	A1+	29-May-19	28-May-20	365	2.42%	1,000,000.00	2.08%	24,200.00
St George	357226820	A1+	30-Jul-19	25-Feb-20	210	2.15%	1,000,000.00	2.08%	12,369.86
St George	357257896	A1+	20-Aug-19	26-May-20	280	1.85%	500,000.00	1.04%	7,095.89
St George	357257917	A1+	20-Aug-19	18-Aug-20	364	1.85%	1,500,000.00	3.12%	27,673.97
St George	357261297	A1+	22-Aug-19	22-Aug-20	366	1.85%	1,000,000.00	2.08%	18,550.68
Westpac	033-621 357900	A1+	27-Aug-19	26-Aug-20	273	1.82%	1,000,000.00	2.08%	13,612.60
Westpac	032-870 243053	A1+	27-Nov-18	24-Sep-19	301	2.55%	1,000,000.00	2.08%	21,028.77
Westpac	032-870 24-3061	A1+	27-Nov-18	29-Oct-19	336	2.55%	1,000,000.00	2.08%	23,473.97
Westpac	032-870 22-6835	A1+	30-Oct-18	29-Oct-19	364	2.40%	500,000.00	1.04%	11,967.12
Westpac	032-870 22-8830	A1+	18-Jun-19	17-Jun-20	365	1.95%	1,000,000.00	2.08%	19,500.00
Westpac	032-870 23-4616	A1+	30-Jul-19	30-Jul-20	366	1.75%	1,000,000.00	2.08%	17,547.95
National Australia Bank	24-710-0644	A1+	25-Jan-19	23-Dec-19	332	2.69%	500,000.00	1.04%	12,233.97
National Australia Bank	33-075-6257	A1+	26-Jun-19	25-Jun-20	365	1.89%	1,000,000.00	2.08%	18,900.00
National Australia Bank	35-504-8759	A1+	27-Jun-19	28-Apr-20	306	1.90%	1,000,000.00	2.08%	15,928.77
National Australia Bank	35-429-1220	A1+	27-Jun-19	18-Jun-20	357	1.90%	1,000,000.00	2.08%	18,583.56
National Australia Bank	40694	A1+	23-Jul-19	29-Apr-20	281	1.85%	1,000,000.00	2.08%	14,242.47
CBA	37543602-61	A1+	29-Mar-19	25-Sep-19	180	2.30%	1,000,000.00	2.08%	11,342.47
CBA	37543602-62	A1+	29-Mar-19	25-Sep-19	180	2.30%	1,000,000.00	2.08%	11,342.47
Total A1+ Deposits							24,750,000.00	51.47%	
AMP Bank	TD085241479-506389	A2	04-Dec-18	04-Sep-19	274	2.70%	1,000,000.00	2.08%	20,268.49
AMP Bank	TD825824923-525758	A2	26-Feb-19	24-Oct-19	240	2.80%	1,000,000.00	2.08%	18,410.96
AMP Bank	TD45272523-526009	A2	26-Feb-19	26-Nov-19	273	2.80%	1,000,000.00	2.08%	20,942.47
AMP Bank	TD880971502-530304	A2	19-Mar-19	18-Mar-20	365	2.75%	2,000,000.00	4.16%	54,849.32
Bendigo and Adelaide Bank	2906059	A2	05-Mar-19	07-Jan-20	308	2.55%	1,000,000.00	2.08%	21,517.81
Bendigo and Adelaide Bank	2820411	A2	04-Dec-18	06-Nov-19	337	2.73%	1,000,000.00	2.08%	25,205.75
Bendigo and Adelaide Bank	2962704/2962560	A2	30-Apr-19	29-Oct-19	182	2.40%	1,000,000.00	2.08%	11,967.12
Bendigo and Adelaide Bank	2985328	A2	21-May-19	18-Nov-19	181	2.30%	500,000.00	1.04%	5,702.74
Bank Australia	138363486	A2	18-Jun-19	17-Jun-20	365	2.40%	1,000,000.00	2.08%	24,000.00
Bank Australia	138372386	A2	02-Oct-18	01-Oct-19	364	2.85%	1,000,000.00	2.08%	28,421.92
Bank Australia	133875949	A2	19-Mar-19	19-Dec-19	275	2.70%	1,000,000.00	2.08%	20,342.47
Bank Australia	138375947	A2	19-Mar-19	19-Dec-19	275	2.70%	500,000.00	1.04%	10,171.23
Bank Australia	138364459	A2	16-Apr-19	16-Feb-20	306	2.65%	750,000.00	1.56%	16,662.33
ME Bank (RIM)	11379100-14711252	A2	21-May-19	19-Nov-19	182	2.35%	1,000,000.00	2.08%	11,717.81
Defence Bank Limited	171548852	A2	26-Feb-19	28-Jan-20	336	2.80%	500,000.00	1.04%	12,837.67
uswide Bank	194420	A2	13-Mar-19	17-Dec-19	279	2.90%	2,000,000.00	4.16%	44,334.25
Total A2 Deposits							16,250,000.00	33.79%	
Average Interest Rate						2.07%	48,090,059.05	100.00%	798,924.53

Item 5 - Attachment 2

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9.6 STRONGER COMMUNITIES FUND - MAJOR PROJECTS PROGRAM AND THE STRONGER COMMUNITIES PROGRAM - SEPTEMBER 2019 PROGRESS REPORT**Author:** Michelle Siena, Project Coordinator**Authoriser:** Oliver McNulty, Director Infrastructure**RECOMMENDATION**

That Council note the Major Projects Program from various funding sources - Progress Report for September 2019.

BACKGROUND

The Stronger Communities Fund was established by the NSW Government to provide newly merged Councils with funding to spend on priority community initiatives.

Edward River Council received \$10 million in the original funding allocation. An amount of \$1.4 million was allocated to various community groups for projects under the Community Grants Program. The remaining \$8.6 million has been allocated for the Major Project Program. In addition to the original funding allocation a further \$3,390,000 has been received for Round 2. All projects adopted by the Stronger Communities Fund Assessment Panel are as follows:

19. Project – Stronger Communities Fund (Original)	20. Grant Amount
21. Deniliquin Swim Centre Revitalisation	22. 880,000
23. Community Masterplans & Initial Works	24. 2,105,000
25. Deniliquin Regional Sports & Entertainment Stadium Extension	26. 540,000
27. Blighty Community Netball & Tennis Facility	28. 550,000
29. Deniliquin Children's Centre Extension	30. 500,000
31. Deniliquin Netball Facility Improvement Works	32. 320,000
33. Rural Villages Beautification Project	34. 300,000
35. Beach to Beach Walk Connectivity Improvements	36. 300,000
37. Deniliquin Community Facility Refurbishments	38. 165,000
39. Urban Road Infrastructure Program	40. 2,390,000
41. Deniliquin Airport Heritage Centre Development	42. 50,000
43. Unallocated Funding for New Council	44. 500,000

45. Total	46.	8,600,000
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47. Project – Stronger Communities Fund (Round 2)	48. Grant Amount	49.
49. Bressy Street CBD	50.	\$ 1,200,000
51. Riverfront Enhancement	52.	\$ 700,000
53. Waring Gardens Upgrade	54.	\$ 640,000
55. Lagoon Walk Road Treatments	56.	\$ 250,000
57. Truck Stop	58.	\$ 400,000
59. Peppin Heritage / Visitor Centre Upgrade	60.	\$ 200,000
61. Deniliquin Ute Muster	62.	\$ 600,000
63. Total	64.	\$ 3,990,000

Edward River Council also has been allocated funding from the Stronger Country Communities Program Round One to a total value of \$1,269,841 these are detailed below. In addition to these a further allocation in Round Two of the Stronger Country Communities program of \$3.3 million has also been approved and is also detailed below.

Project – Stronger Country Communities (Round 1)	Grant Amount
Scott's Park – A destination Playground	\$676,620
Deniliquin Swim Centre – All Abilities Facilities	\$295,796
Lagoons to River Walk	\$297,425
Total	\$1,269,841

Project – Stronger Country Communities (Round 2)	Grant Amount
The Deniliquin Town Hall	\$1,315,170
Deni Central Streetscape (Napier Street)	\$401,500
Deniliquin Memorial Park	\$786,000
Deniliquin RAMS Facility Upgrades	\$559,000
Deni Lawn Tennis Club	\$198,910
Deni Golf Club	\$111,170
Total	\$3,371,750

The Federal Government released additional funding under the Murray Darling Basin Regional Economic Diversification Funding programme to Council in February 2019 for the following projects:

Murray Darling Basin Regional Economic Diversification Funding	Grant Amount
Deniliquin Industrial Park Road Works	\$350,000
Crossing Café and Peppin Heritage Centre Revitalisation	\$300,000
Rotary Park Earthworks	\$100,000
Total	\$750,000

The Commonwealth has released additional funding through the Department of Infrastructure, Regional Development and Cities 'Our Region Our River' Regional Growth Fund, Edward River Council has been allocated funding of \$1,673,080 for the following Projects:

Regional Growth Fund	Grant Amount
Riverfront Revitalisation	\$550,000
CBD Revitalisation	\$1,123,080
Total	\$1,673,080

The Commonwealth has approved funding under the Drought Communities Programme (DCP) Extension. Edward River Council has been allocated \$1,000,000 for the following projects:

65. Drought Communities Program	66. Grant Amount
67. Drought Support Officer	100,000
69. Tourism Marketing Program (still to be approved by funding body)	50,000
71. CBD Painting (still to be approved by funding body)	150,000
73. Town Entrance - Crispe Street	150,000
75. Town Entrance - Davidson Street	200,000
77. Road Upgrades - Harfleur and Wyatt Street	100,000
79. Boorooban Lay-By (still to be approved by funding body)	200,000
81. Total	1,000,000

A project summary update report for all programs for September 2019 is attached to this report.

COMMUNITY STRATEGIC PLAN

This report aligns with outcome 1 – *A great place to live* and outcome 4 – *A region with quality and sustainable infrastructure* of the Community Strategic plan

FINANCIAL IMPLICATIONS

Projects funded through these programs include costs for the design, documentation, and supervision costs for each project.

LEGISLATIVE IMPLICATIONS

Council must ensure that these projects are completed within the timeframes set out within the funding agreements.

ATTACHMENTS

1. Major

Projects

Stronger Community Grants - Summary Report - September 2019		No
Time, Cost & Quality	Task/Activity – Completed ✓ or Progressing - on Time, Cost and Quality	28
Time, Cost & Quality	Task/Activity – Progressing - requires monitoring and or action to minimise risk of not meeting performance targets	10
Time, Cost & Quality	Task/Activity – Stalled/Stopped - High Risk or will not meet Performance Target.	3
Time, Cost & Quality	Task/Activity- Pending - is currently on hold or pending approval	
Total		41

Project Phase

Project Description	Initiation and Communication	Design, Documentation and Approvals	Quotes and Tendering	Delivery and Handover	Code	Comments/Milestones
STRONGER COMMUNITIES GRANT FUNDING (ORIGINAL)						
Blighty Community Netball and Tennis Facility \$550,000	Complete	Complete	Complete	In Progress	✓	<ul style="list-style-type: none"> Completed. Final review and reconciliation to be completed.
Unallocated Funds \$500,000 plus Interest earned on investment approx. \$700,000 (~total \$1,200,000)	Completed	In Progress	Pending	Pending		<ul style="list-style-type: none"> \$310,260 allocated towards Napier Street. \$142,000 allocated to Swim Revitalisation Centre \$110,000 allocated to Swim Centre – All Abilities Centre \$3,500 allocated to the Boat Club (Total \$53,000) \$10,000 allocated to South West Music \$395,000 allocated to Regional Sports & Entertainment (Total \$935,000) \$970,960 Total Allocation (Balance to be reallocated)
Regional Sports & Entertainment Stadium Extension \$540,000 + \$395,000 (Unallocated Funding)	Complete	Complete	Complete	In Progress		<ul style="list-style-type: none"> Council attending fortnightly meetings with external group.
Children’s Centre Extension \$500,000	Complete	Complete	Complete	Complete	✓	<ul style="list-style-type: none"> Completed Project review and report is yet to be undertaken.
Netball Facility Improvements Deniliquin Netball Assoc \$160,000 + \$30,000 (Crown Lands Grant)	Complete	Complete	Complete	Pending		<ul style="list-style-type: none"> 2MH have completed a detailed survey of court compliance awaiting review by Council. Meeting to be held in October with Netball Committee to progress.

Deniliquin RAMS \$160,000	Complete	Complete	Complete	Complete	✓	
Swim Centre Revitalisation- \$880,000 + \$142,000 (from unallocated funds)	Complete	Complete	Complete	In Progress		<ul style="list-style-type: none"> All construction works are due to be completed by end September.
Rural Village Beautification \$300,000 1) Blighty 2) Booroorban 3) Conargo 4) Mayrung 5) Pretty Pine 6) Wanganella	Complete	Complete	In Progress	In Progress		<ol style="list-style-type: none"> Works ongoing, Final Scope additional works to be agreed. Works completed Works to be completed by end of September Works to be completed by end of September Works to be completed by end of September Works to be completed by end of September
Community Plans and Initial Works \$2,105,000 1) Riverfront Masterplans and Initial Works \$750,000 + \$700,000 + (Stronger Communities Round 2) \$550,000 (Regional Growth Fund) 2) Napier Street (CBD) \$750,000 + \$400,000 (Stronger Country Communities Round 2) + \$100,000 (Council contribution) + \$310,260 (unallocated funds) 3) Water Tower Project \$35,000 4) Mosaic Ute PM \$5,000 5) Town Hall Revitalisation \$435,000 6) Memorial Park Masterplan \$50,000 7) Recreation Strategy \$50,000	Complete Complete Complete Complete Complete Complete Complete	In Progress Complete Complete Complete In Progress Complete Complete	In Progress Complete Complete Complete Pending Complete Complete	Pending Complete Complete In Progress Pending Complete In Progress		<ol style="list-style-type: none"> Masterplan Complete, Project Manager appointed, RQ sent for Engagement of Civil Designer Masterplan Complete, Works complete Project Complete Project Underway, Deniliquin Town Hall Revitalisation Reference Group meeting fortnightly, Detailed Designs commenced, Development Application currently being prepared to be submitted December 2019 Draft Plan adopted by Council Submitted to Council for Public exhibition
Beach to Beach Walk Connectivity Improvements \$300,000 1) McLean's Beach Pathway 2) Island Sanctuary Bridge refurbishments	Complete Complete	Complete In Progress	In Progress In Progress	Pending Pending		<ol style="list-style-type: none"> Request for Tender closed. Appointed a consultant to carry out the Environment Impact Assessment on the Lower Bridge site. Upper Bridge to be removed and an alternate access to be provided.

Community Facilities Refurbishments \$165,000						
1) Scout Hall	Complete	Complete	Complete	Complete	✓	• Completed
2) Deni Boat Club	Complete	Complete	Complete	Complete		
Urban Road Infrastructure Program- \$2,390,000	Complete	Complete	In Progress	Pending	✓	<ul style="list-style-type: none"> • Crispe Street Road Works Complete • Victoria Street awarded • Wood Street have been awarded and commenced • Harfleur and Hardinge Street complete, • Harfleur Street and Napier Street complete
Airport Heritage Program \$50,000	Complete	Complete	Complete	Complete		
Stronger Community Grant Funding (Original) - Sub-Total \$8,600,000						

STRONGER COUNTRY COMMUNITIES GRANT FUNDING (ROUND 1)						
Scott's Park – A Destination Program \$676,620	Complete	Complete	Complete	In Progress	✓	• Works as per Contract complete. Site has been handed over.
Swim Centre – All Abilities Centre- \$295,796 + \$110,000 (Unallocated Funding)	Complete	Complete	Complete	In Progress	✓	• All construction works are due to be completed by end September.
Lagoons to River Walk \$297,425	Complete	Complete	Complete	In Progress	✓	• Project complete to be acquitted to funding body.
Stronger Country Communities Grant Funding (Round 1) - Sub-Total \$1,269,841						

STRONGER COUNTRY COMMUNITIES GRANT FUNDING (ROUND 2)						
Deniliquin Town Hall & Arts & Cultural Precinct \$1,315,170 + \$435,000 (Stronger Communities Grant Funding Original)	Complete	In Progress	Pending	Pending	✓	<ul style="list-style-type: none"> • Deniliquin Town Hall Revitalisation Reference Group meeting fortnightly • Detailed Designs commenced • Development Application currently being prepared to be submitted December 2019
Napier Street Redevelopment \$400,000 + \$750,000 (Stronger Country Communities Original) + \$100,000 (Council contribution) + \$310,260 (unallocated funds)	Complete	Complete	Complete	Pending	✓	<ul style="list-style-type: none"> • Works complete. • Official opening planned for 28th September.

Memorial Park \$786,000	In Progress	In Progress	Pending	Pending		<ul style="list-style-type: none"> Draft designs in progress for building. Project Management Plan will be complete September 2019 Drainage will be tendered Oct 2019
RAMS Facility \$559,000.	In Progress	In Progress	Pending	Pending		<ul style="list-style-type: none"> Awaiting final designs from Brandrick's architects Tender date
Deniliquin Lawn Tennis \$198,910	In Progress	Pending	Pending	Pending		<ul style="list-style-type: none"> Council have provided the tennis club the final agreement for signature. Works to take place after Easter 2020.
Deniliquin Golf Club \$111,170	In Progress	Pending	Pending	Pending		<ul style="list-style-type: none"> Golf Club have meet with council to commence DA, final drawings to be submitted. RFT going out closing 30/09/2019.
Stronger Country Communities Grant Funding (Round 2) – Sub-Total \$3,371,750						

STRONGER COMMUNITIES GRANT FUNDING (ROUND 3)						
Cressy Street CBD Redevelopment- \$1,200,000 + \$1,123,080 (Regional Growth Fund)	In Progress	In Progress	Pending	Pending		<ul style="list-style-type: none"> Project Manager appointed Preliminary/concept designs completed Project Management Plan commenced
Riverfront Enhancement \$750,000 + \$550,000 (Regional Growth Fund) + \$750,000 (Stronger Communities Original)	Complete	In Progress	In Progress	Pending		<ul style="list-style-type: none"> Project Manager appointed. Functional layout and design approved.
Waring Gardens Upgrade \$640,000	In Progress	In Progress	Pending	Pending		<ul style="list-style-type: none"> Concept plans in progress Project Manager appointed Project Management Plan commenced
Lagoon Walk Road Treatments \$250,000	Complete	Complete	Complete	In Progress		<ul style="list-style-type: none"> Edwardes, Wellington, Napier, Macauley Streets all complete Minor repairs required to all approaches.
Truck Stop \$400,000	Pending	Pending	Pending	Pending		<ul style="list-style-type: none"> On hold pending EOI for South Depot site. Separate Council report.
Peppin Heritage/Visitor Centre Upgrade \$200,000 + \$300,000 (Murry Darling Bain Regional Economic Diversification Program) + \$200,000 (Stronger Communities Round 2) + \$100,000 (Capital Works)	Complete	In Progress	In Progress	Pending		<ul style="list-style-type: none"> Reappointment of Project Manager Section 61 submitted. Tight timeframes to meet funding requirements whilst working within current operator requirements.

Deniliquin Ute Muster – Café Facility \$600,000	Pending	Pending	Pending	Pending		<ul style="list-style-type: none"> To be managed fully by the Club
Stronger Communities Grant Funding (Round 3) – Sub-Total \$3,390,0000						

REGIONAL GROWTH FUND						
Riverfront Revitalisation \$550,000 + \$750,000 (Stronger Communities Original), + \$700,000 (Stronger communities Round 3)	Complete	In Progress	Pending	Pending		<ul style="list-style-type: none"> Project Manager appointed. RQ sent for Engagement of Civil Designer
CBD Revitalisation \$1,123,080 + \$1,200,000 (Stronger Communities Fund)	In Progress	Pending	Pending	Pending		<ul style="list-style-type: none"> Project Manager appointed Preliminary/concept designs completed Project Management Plan commenced
Regional Growth Fund – Sub-Total \$1,673,080						

MURRAY DARLING BASIN REGIONAL ECONOMIC DIVERSIFICATION FUNDING						
Deniliquin industrial Park Road Works \$350,000	Complete	Complete	Complete	In Progress		<ul style="list-style-type: none"> A meeting has been held with Council and RMS to resolve some design issues. This is being reviewed and repriced works will commence Oct 2019.
Crossing Café and Peppin Heritage Centre Revitalisation \$300,000 + \$200,000 (Stronger Communities Round 2) + \$100,000 (Capital Works)	Complete	In Progress	In Progress	Pending		<ul style="list-style-type: none"> Reappointment of Project Manager Section 61 submitted. Tight timeframes to meet funding requirements whilst working within current operator requirements.
Rotary Park Earthworks \$100,000	Complete	Complete	Complete	Complete		<ul style="list-style-type: none"> Completed
Murray Darling Basin Regional Economic Diversification Funding – Sub-Total \$750,000						

DROUGHT COMMUNITIES PROGRAMME FUNDING						
Drought Support Officer and Drought Event Initiatives \$100,000	Complete	Complete	Complete	In Progress		<ul style="list-style-type: none"> Airlie Landale appointed. 1 event completed successfully; 2 events currently underway
Tourism Marketing Program \$50,000	Complete	Complete	In Progress	In Progress		<ul style="list-style-type: none"> Appointment of a Digital Marketing Contractor Tourism promotional material quotes being received
CBD Painting Program \$150,000	Complete	Complete	In Progress	In Progress		<ul style="list-style-type: none"> Contractors submitting quotes

						<ul style="list-style-type: none"> • Will be presented to council
Town Entrance – Crispe Street \$200,000	Complete	Complete	In Progress	Pending		<ul style="list-style-type: none"> • RFT has gone out, closes 24th September
Town Entrance – Davidson Street \$100,000	Complete	Complete	In Progress	Pending		<ul style="list-style-type: none"> • RFT has gone out, closes 24th September
Road Upgrades – Harfleur and Wyatt Street \$200,000	Complete	Complete	In Progress	Pending		<ul style="list-style-type: none"> • RFT has gone out, closes 24th September
Booroorban Heavy Vehicle Lay-by \$200,000 + \$50,000 (Council)	Complete	Complete	In Progress	Pending		<ul style="list-style-type: none"> • RFT has gone out, closes 24th September
Drought Communities Programme Funding – Sub-Total \$1,000,000						

PROJECT SUMMARY NOTES

Summary, most projects are progressing well with only a few highlighted in **Red** that will require stringent management and action to bring them under control.

The projects in **Yellow** will need attention to detail to ensure that they progress to the agreed Time, Quality & Cost outcomes.

Other challenges that face council staff and project delivery is access to quality project managers that will be required to complete all Stronger Community grants by the agreed timelines. Staff are currently in discussion with managers to source the required resources. All costs will be recovered as part of the project delivery costs. Existing council staff and contractors are working extremely well in keeping most projects on Time, Cost and Quality.

9.7 GRANTS COMMISSION - FINANCIAL ASSISTANCE GRANTS 2019-20

Author: Matthew O'Farrell, Manager Finance

Authoriser: Trish Kirkland, Director Corporate Services

RECOMMENDATION

That Council receive the Grants Commission correspondence as per their request as contained in Attachment 1.

BACKGROUND

In the 2018-19 financial year, Council received \$3,877,694 General Purpose Grant and \$1,514,616 Local Roads Grant for a total of \$5,392,310.

The Council's adopted 2019-20 budget estimated the receipt of \$3,906,636 General Purpose Grant and \$1,526,460 Local Roads for a total of \$5,433,096.

ISSUE/DISCUSSION

The Local Government Grants Commission have provided correspondence detailing the 2019-20 Financial Assistance Grants to Council, refer Attachment 1.

General Purpose grants for 2019-20 have been increased to \$4,111,465 compared to \$3,877,694 in 2018-19. This 6% increase compares favourably to an overall State increase of 3.9%.

For the same period Local Roads grants have increased 3.4% to \$1,566,246 from \$1,514,616.

In total, this equates to an income increase in Financial Assistance Grants for Council of 5.3% and a total grant amount of \$5,677,711.

For the 2019/20 budget this provides a positive financial movement of \$244,615 (\$5,677,711-\$5,433,096)

STRATEGIC IMPLICATIONS

Nil

COMMUNITY STRATEGIC PLAN

The Council *Delivery Program and Operational Plan* sets out how the Council will achieve the vision set out in the *Community Strategic Plan*.

Outcome 5.3 of the *Combined Delivery Program 2018-2021 and Operational Plan 2019-2020* states Council must ensure "Our local government is efficient, innovative and financially sustainable."

The stated actions to deliver sustainable financial management are.

5.3.1.2 Monitor and accurately report on Councils financial position in accordance with the *Local Government Act 1993* requirements.

FINANCIAL IMPLICATIONS

At the November 2019 Council Meeting, Council will receive the first quarter budget review for the current financial year, which will reflect the income increase from the Financial Assistance Grant for the 2019-20 period, and the matching proposed expenditure in consultation with the Infrastructure team.

ATTACHMENTS

1. **Grants Commission letter**



Local Government Grants Commission

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A658479
Contact: Helen Pearce
(02) 4428 4131
helen.pearce@olg.nsw.gov.au

Mr Adam McSwain
General Manager
Edward River Council

By email: adam.mcswain@edwardriver.nsw.gov.au
Cc: council@edwardriver.nsw.gov.au

22 August 2019

Dear Mr McSwain

In accordance with the Commission's policy of providing information to councils about the way it calculates financial assistance grants (FAGs), please find attached a summary of Council's 2019-20 estimated FAG entitlement (**Appendix A**).

The national figure for 2019-20 was made up of \$1,757 billion for the general purpose component and \$780 million for the local roads component. The estimated entitlement for 2018-19 reduced by \$5.6 million for final adjustments to CPI and population shares.

The general purpose component was distributed across the States on a population basis. NSW received 32% or \$562 million, which represents a 3.9% increase on last year's figure.

The local roads component is based on a historical formula. NSW's share of the total road funding is a fixed 29% share, or \$226 million, which was in line with the previous year. The total, then, for NSW was \$788 million.

The Council's 2019-20 FAG estimated entitlement compared to 2018-19 final entitlement is as follows:

Edward River Council				
Year	General Purpose	Local Roads	Total	Change
2018-19 final	\$3,877,694	\$1,514,616	\$5,392,310	
2019-20 est.	\$4,111,465	\$1,566,246	\$5,677,711	5.3%

To assist councils with budgeting and bank reconciliations, a breakdown of the 2019-20 quarterly instalments is attached (**Appendix A**). The NSW Statement of Payments is also attached (**Appendix B**).

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E olg@olg.nsw.gov.au
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As councils will be aware, the Commission is required to adhere to the National Principles which mandate a per capita payment based on population growth/decline. It is also the policy of the NSW Government to explore opportunities to direct grants to communities with the greatest relative need. In allocating the grants the Commission has had regard to these policies.

A key challenge for the Commission continues to be the Commonwealth's request to apply the minimum per capita grant, which has a significant impact on the ability of the Commission to redirect funding. The map contained in **Appendix D** identifies the rate of population change in NSW from 2006 to 2016. **Appendix D** also lists the revised expenditure categories, disability factors, data sources used in calculating the expenditure allowance and the relative disability allowance.

In addition to these calculations, in its 2019 Budget, the Federal Government decided to retain the practice of forward payments of approximately half of the financial assistance grants based on the 2018-19 estimates for payment. Councils, therefore, received approximately 52 percent of their estimated 2019-20 FAGs on 18 June 2019. The remainder of the grant entitlements will be paid in quarterly instalments in August 2019, November 2019, February 2020 and May 2020.

SPECIAL SUBMISSIONS RELATING TO 2020-21 GRANTS

Special submissions from councils for 2020-21 will be considered by the Commission. The purpose of a submission is to give councils the opportunity to present information on the financial impact of inherent expenditure disabilities beyond councils' control that are not generally recognised in the current methodology. Please refer to the expenditure functions and Council's disability factors listed in **Appendix A**. This process allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

Appendix C, titled *Guidelines for Special Submissions*, contains guidelines for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at olg@olg.nsw.gov.au by **30 November 2019**.

I would ask that this letter please be tabled at the next Council meeting.

If you have any questions concerning these matters please contact me on (02) 4428 4131.

Yours sincerely



Helen Pearce
Executive Officer

9.8 DRAFT COUNCILLOR EXPENSES AND FACILITIES POLICY**Author:** Trish Kirkland, Director Corporate Services**Authoriser:** Trish Kirkland, Director Corporate Services**RECOMMENDATION**

That Council:

1. Place the draft Councillor Expenses and Facilities Policy, contained at Attachment 1, on public exhibition for a period of 28 days.
2. Should no public submission be received during the exhibition period:
 - (a) Adopt the draft Councillor Expenses and Facilities Policy, and
 - (b) Repeal the Councillor Expenses and Facilities Policy adopted 14 December 2017.

BACKGROUND

At the Ordinary meeting held 14 December 2017, Council adopted its Councillor Expense and Facilities Policy [267/17].

Following the commencement of the new Model Code of Conduct (the Code), issued by the Office of Local Government (OLG), Council Officers reviewed the current Councillor Expense and Facilities Policy to ensure consistency with the (Code).

Several Councillor workshops have been conducted for Councillors to receive information and advice about changes proposed to the Policy for improved clarity and alignment with:

- Council's current practices,
- Council's adopted budget for Councillor expenses and facilities 2019-20, with the Code, and
- the current OLG Guidelines for the payment of expenses and the provisions of facilities for Mayors and Councillors in NSW (Guidelines).

ISSUE/DISCUSSION

The draft Policy, contained at Attachment 1, has been prepared using the OLG's Model Policy document for Councillor Expenses and Facilities, with various sections being adapted to reflect the changes recently workshopped with the Councillors. Changes include:

- Section 7 – Clarifying the payment of accompanying person expenses.
- Appendix III – Aligning the monetary limits of payments for expenses with the adopted 2019-20 Budget, and the new Councillor Induction and Development Policy
- Clause 6.31 – Clarifying the payment of expenditure in relation to political fundraisers and events

The Local Government Act 1993 (the Act), require this Policy to be placed on public exhibition for a minimum of 28-days. Any submissions received are to be considered by Council prior to adopting the new Policy.

This report recommends that Council place the draft Policy on public exhibition for 28-days, and should no submissions be received during this period, that the Policy be adopted.

However, should Council receive submissions during the public exhibition period, a further report will be brought to Council so that the submissions can be considered.

STRATEGIC IMPLICATIONS

Nil.

COMMUNITY STRATEGIC PLAN

- Outcome 5.3 – Our local government is efficient, innovative and financially sustainable

FINANCIAL IMPLICATIONS

The draft Councillor and Expenses Policy details the maximum expenditure limits for all expense categories. Council's draft 2019/20 Budget, contained in the combined Delivery Program and Operational Plan, reflects the monetary limits set out at Appendix III of the draft policy.

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

- Section 23A - Guidelines
- Section 252 – Payment of expenses and provision of facilities
- Section 253 – Requirements before policy concerning expenses and facilities can be adopted or amended
- Section 254 – Decision to be made in open meetings

ATTACHMENTS

1. Draft Councillor Expenses and Facilities Policy



Councillor Expenses and Facilities Policy

Council Policy
Corporate Services
Director Corporate Services

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Councillor Expenses and Facilities Policy

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Policy Summary

This policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

It ensures accountability and transparency and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.

The policy has been prepared in accordance with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2005* (the Regulation) and complies with the Office of Local Government's *Guidelines for the Payment of Expenses and Provision of facilities to Mayors and Councillors in NSW* (the Guidelines).

The policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses not explicitly addressed in this policy will not be paid or reimbursed. The main expenses and facilities are summarised in **Appendix III**. All monetary amounts are exclusive of GST.

Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the responsibility of the Councillor.

Councillors must provide claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website.

These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.



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Part A – Introduction

1. Introduction

- 1.1. The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Edward River Council.
- 1.2. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
- 1.3. The purpose of this policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
- 1.4. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy.
- 1.5. Expenses and facilities provided by this policy are in addition to fees paid to Councillors. The minimum and maximum fees a Council may pay each Councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range.

2. Policy objectives

- 2.1. The objectives of this Policy are to:
 - a. Enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties;
 - b. Enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties;
 - c. Ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors;
 - d. Ensure facilities and expenses provided to Councillors meet community expectations;
 - e. Support a diversity of representation; and
 - f. Fulfil Council's statutory responsibilities.

3. Principles

- 3.1. Council commits to the following principles:
 - a. **Proper conduct:** Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
 - b. **Reasonable expenses:** providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor.



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- c. **Participation and access:** enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor.
- d. **Equity:** there must be equitable access to expenses and facilities for all Councillors.
- e. **Appropriate use of resources:** providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations.
- f. **Accountability and transparency:** clearly stating and reporting on the expenses and facilities provided to Councillors.

4. Private or political benefit

- 4.1. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.
- 4.2. Private use of Council equipment and facilities by Councillors may occur from time to time. For example, telephoning home to advise that a Council meeting will run later than expected.
- 4.3. Such incidental private use does not require a compensatory payment back to Council.
- 4.4. Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of Council facilities does occur, Councillors must reimburse the Council.
- 4.5. Campaigns for re-election are considered to be a political benefit. The following are examples of what is considered to be a political interest during a re-election campaign:
 - a. Production of election material;
 - b. Use of Council resources and equipment for campaigning;
 - c. Use of official Council letterhead, publications, websites or services for political benefit; and
 - d. Fundraising activities of political parties or individuals, including political fundraising events.
- 4.6. The fundraising activities of political parties, including political fundraising events, are considered to be private interests.



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Part B – Expenses

5. General expenses

- 5.1. All expenses provided under this policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this policy.
- 5.2. Expenses not explicitly addressed in this policy will not be paid or reimbursed.

6. Specific expenses

General travel arrangements and expenses

- 6.1. All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.
- 6.2. Total general travel expenses for all Councillors, excluding the Mayor, will be capped at the amount specified in **Appendix III**. The General Manager will ensure that access to expenses relating to general travel is distributed equitably.
- 6.3. Total general travel expenses for the Mayor will be capped at the amount specified in **Appendix III**.
- 6.4. Councillors may be reimbursed for travel expenses incurred while undertaking official business or professional development or attending approved conferences and seminars within NSW, up to the amount specified in **Appendix III**. This includes reimbursement:
 - a. For public transport fares
 - b. For the use of a private vehicle or hire car
 - c. For parking costs for Council and other meetings
 - d. For tolls
 - e. By Cabcharge card or equivalent
 - f. For documented ride-share programs, such as Uber, where tax invoices can be issued.
- 6.5. Allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the Local Government (State) Award.
- 6.6. Councillors seeking to be reimbursed for use of a private vehicle must keep a log book recording the date, distance and purpose of travel being claimed. Copies of the relevant log book contents must be provided with the claim.



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Interstate, overseas and long-distance intrastate travel expenses

- 6.7. Given Council's location near an interstate border, travel to Victoria will be considered as general travel. Arrangements and expenses for this travel will be governed by Clauses 6.1-6.6 of this policy.
- 6.8. In accordance with Section 4, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long-distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities.
- 6.9. Total interstate, overseas and long-distance intrastate travel expenses for all Councillors will be capped at the amount specified in **Appendix III**. This amount will be set aside in Council's annual budget.
- 6.10. Councillors seeking approval for any interstate and long-distance intrastate travel must submit a case to, and obtain the approval of, the General Manager prior to travel.
- 6.11. Councillors seeking approval for any overseas travel must submit a case to, and obtain the approval of, a full Council meeting prior to travel.
- 6.12. The case should include:
 - a. objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result, and its relevance to the exercise of the Councillor's civic duties
 - b. who is to take part in the travel
 - c. duration and itinerary of travel
 - d. a detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
- 6.13. For interstate and long-distance intrastate journeys by air of less than three hours, the class of air travel is to be economy class.
- 6.14. For interstate journeys by air of more than three hours, the class of air travel may be premium economy.
- 6.15. For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
- 6.16. Bookings for approved air travel are to be made through the Office of the General Manager.
- 6.17. For air travel that is reimbursed as Council business, Councillors will not accrue points from the airline's frequent flyer program. This is considered a private benefit.



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Travel expenses not paid by Council

- 6.18. Council will not pay any traffic or parking fines or administrative charges for road toll accounts.

Accommodation and meals

- 6.19. In circumstances where it would introduce undue risk for a Councillor to travel to or from official business in the late evening or early morning, reimbursement of costs for accommodation and meals on the night before or after the meeting may be approved by the General Manager. This includes where a meeting finishes later than 9.00pm or starts earlier than 7.00am and the Councillor lives more than 50 kilometres from the meeting location.
- 6.20. Council will reimburse costs for accommodation and meals while Councillors are undertaking prior approved travel or professional development outside the Edward River local government area.
- 6.21. The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.
- 6.22. The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the General Manager, being mindful of Clause 6.19.
- 6.23. Councillors will be reimbursed for reasonable purchases of alcoholic beverages consumed as part of a meal.

Refreshments for Council related meetings

- 6.24. Appropriate refreshments will be available for Council meetings, Council committee meetings, Councillor workshops, Councillor pre-meeting briefing sessions, approved meetings and engagements, and official Council functions as approved by the General Manager.
- 6.25. As an indicative guide for the standard of refreshments to be provided at Council related meetings, the General Manager must be mindful of Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.

Attendance at Council functions and events

- 6.26. Council will meet the cost of Councillors' attendance at the Council functions and events specified in **Appendix IV**. The extent of reimbursement is limited to the cost of attending the function or event only.

Attendance at non-Council functions and events

- 6.27. Council will meet the cost of Councillors' attendance at charitable functions within the Edward River local government area held by charities formally supported by Council. The extent of the reimbursement will be limited to the cost of attending the function or event only.

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- 6.28. Council will meet the cost of Councillors' attendance at functions and events within the Edward River local government area held by service clubs, business and industry associations, not-for-profit organisations and schools to which the Councillor has been formally invited to represent Council. The extent of reimbursement will be limited to the cost of attending the function or event only.
- 6.29. Council will meet the cost of the Mayor's attendance, or a Councillor's attendance when the Councillor is representing the Mayor, at:
- a. Ceremonial events, charitable functions and award ceremonies outside the Edward River local government area, but within New South Wales:
 - i. To which the Mayor has been invited to represent Council; and
 - ii. Where his or her attendance has been approved prior by Council resolution; and
 - b. Other non-Council functions and events outside the Edward River local government area, but within New South Wales:
 - i. To which the Mayor has been invited to represent Council; and
 - ii. Where his or her attendance has been approved prior by Council resolution.
- 6.30. Council will meet the cost of the Mayor's attendance, or a Councillor's attendance when the Councillor is representing the Mayor, at Murrumbidgee Council's Sir John Monash Annual Dinner & Lecture.
- 6.31. In accordance with clause 2.3.10 of the Guidelines, Council will not pay any costs or expenses incurred by a Councillor in attending a function or fundraising event or activity of a political party, including entry fees or tickets. Such costs are considered to be private interests of the respective Councillor and will not be reimbursed by Council.

Professional development

- 6.32. In the first year of a new Council term, Council will develop an ongoing professional development program comprising individual professional development plans for the Mayor and each Councillor. The program will span the term of Council, with individual activities implemented over time according to priority.
- 6.33. Council will set aside the amount specified in **Appendix III** in its budget to facilitate the delivery of individual activities contained in the Mayor's and Councillors' professional development plans. Professional development may include programs, training, education courses and membership of professional bodies. The General Manager will ensure that access to expenses relating to professional development is distributed equitably.
- 6.34. In the first year of a new Council term, Council will set aside the amount specified in **Appendix III** in its budget to facilitate a comprehensive induction program for all



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Councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.

- 6.35. Annual membership of professional bodies will only be covered where the membership:
- Is relevant to the exercise of the Councillor's civic duties;
 - The Councillor actively participates in the body; and
 - The cost of membership is likely to be fully offset by savings from attending events as a member.
- 6.36. Approval for professional development activities is subject to a prior written request to the General Manager outlining the:
- Details of the proposed professional development; and
 - Relevance to the individual Councillor's professional development plan.
- 6.37. In assessing a Councillor's request for a professional development activity, the General Manager must consider the factors set out in Clause 6.34, as well as the cost of the Councillor's requested professional development in relation to the remaining budget.

Conferences and seminars

- 6.38. Council is committed to ensuring its Councillors are remain up to date with contemporary issues facing Council and the community, and local government in NSW.
- 6.39. Council will set aside the amount specified in **Appendix III** in its budget to facilitate Councillor attendance at conferences and seminars. This allocation is for all Councillors. The General Manager will ensure that access to expenses relating to conferences and seminars is distributed equitably.
- 6.40. Consistent with clause 1.6.7 of the Guidelines, approval to attend a conference or seminar should occur, where possible, at a full meeting of the Council. Where approval at a full meeting of the Council is not possible, then:
- Approval for a Councillor to attend a conference or seminar must be approved by the General Manager and Mayor.
 - Approval for the Mayor to attend a conference or seminar must be approved jointly by the General Manager and Mayor.
- 6.41. In assessing a Councillor request to attend a conference or seminar, the Council, or the General Manager and Mayor, or the General Manager and Deputy Mayor, must consider factors including the:
- Relevance of the topics and presenters to current Council priorities and business and the exercise of the Councillor's civic duties; and
 - Cost of the conference or seminar in relation to the total remaining budget.



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- 6.42. Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the General Manager. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to clauses 6.18-6.21.

Information and communications technology (ICT) expenses

- 6.43. Council will provide to each Councillor for the duration of their term of office one mobile tablet device, with approved accessories, including data and service fees. The cost of providing the tablet device and their ongoing usage and operating cost shall be limited to the amount specified in **Appendix III**.
- 6.44. If replacement or upgrade of the tablet device is required during a Councillor's term of office, these costs are included in the total annual expense limit specified in **Appendix III**.
- 6.45. Tablet device use is to be in accordance with Council's Code of Conduct and adopted policies.
- 6.46. Councillors are entitled to seek reimbursement up to the amount specified in **Appendix III** for mobile, landline and facsimile costs incurred in discharging their civic duties.

Special requirement and carer expenses

- 6.47. Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including provision for sight- or hearing-impaired Councillors and those with other disabilities.
- 6.48. Transportation provisions outlined in this policy will also assist Councillors who may be unable to drive a vehicle.
- 6.49. In addition to the provisions above, the General Manager may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.
- 6.50. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses of \$20 per hour up to a maximum of the amount specified in **Appendix III** for attendance at official business, plus reasonable travel from the principal place of residence.
- 6.51. Child care expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.
- 6.52. In the event of caring for an adult person, Councillors will need to provide suitable evidence to the General Manager that reimbursement is applicable. This may take the form of advice from a medical practitioner.



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Home office expenses

- 6.53. Each Councillor may be reimbursed up to the amount specified in **Appendix III** for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges.

7. Accompanying person expenses

Allowable expenses incurred by accompanying persons

- 7.1. In accordance with clause 2.3.12 of the Guidelines, there are limited instances where certain costs incurred by a Councillor on behalf of their accompanying person are properly those of the Councillor in the performance of his or her functions. Such expenses are properly incurred by, and reimbursable to, the Councillor.
- 7.2. Consistent with clause 2.3.12 of the Guidelines, it is appropriate for Council to meet the costs of a Councillor's accompanying person at official Council events and functions within the Edward River local government area that are of a formal and ceremonial nature. As such, Council will meet the costs of a Councillor's accompanying person at:
- The Council functions and events specified in **Appendix IV**; and
 - Charitable functions and events within the Edward River local government area held by charities formally supported by Council.
- 7.3. Consistent with clause 2.3.12 of the Guidelines, Council will meet the expenses of the Mayor's accompanying person, or a Councillor's accompanying person when the Councillor is representing the Mayor, at a ceremonial event, charitable function or award ceremony held outside the Edward River local government area, but within New South Wales:
- To which the Mayor has been invited to represent Council; and
 - Where his or her attendance has been approved prior by Council resolution.
- 7.4. Expenses incurred by accompanying persons under clauses 7.2 and 7.3 of this policy will be limited to the ticket, meal and/or direct cost of attending the event or function. Consistent with clause 2.3.12 of the Guidelines, travel expenses, any additional accommodation expenses, and any sundry expenses incurred by the accompanying person, are the personal responsibility of the Mayor or individual Councillor and shall not be reimbursed by Council.
- 7.5. Consistent with clause 2.3.12 of the Guidelines, Council will meet the expenses of a Councillor's accompanying person at the Local Government NSW annual conference. Such expenses will be limited to the cost of registration and official conference dinners. Travel expenses, any additional accommodation expenses, and the cost of accompanying person tours and any sundry expenses, are the personal responsibility of the individual Councillor and shall not be reimbursed by Council.



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Disallowable expenses incurred by accompanying persons

- 7.6 Council will not pay any costs or expenses incurred by a Councillor's accompanying person at a function or event outside the Edward River local government area, including interstate and overseas, except as approved under clause 7.4 or 7.5 of this policy.
- 7.7 Council will not pay any costs or expenses incurred by a Councillor's accompanying person at a seminar, conference or professional development. In these situations, all costs, including any additional accommodation costs, must be met by the individual Councillor or their accompanying person.

8. Insurances

- 8.1. In accordance with Section 382 of the Local Government Act, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.
- 8.2. Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties, or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.
- 8.3. Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.
- 8.4. Appropriate travel insurances will be provided for any Councillors travelling on approved interstate and overseas travel on Council business.

9. Legal assistance

- 9.1. Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
 - a. A Councillor defending an action arising from the performance in good faith of a function under the Local Government Act provided that the outcome of the legal proceedings is favourable to the Councillor.
 - b. A Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act and the outcome of the legal proceedings is favourable to the Councillor.
 - c. A Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.
- 9.2. In the case of a Code of Conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the General



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Manager to a conduct reviewer and the conduct reviewer has commenced a formal investigation of the matter and makes a finding substantially favourable to the Councillor.

- 9.3. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.
- 9.4. Council will not meet the legal costs:
 - a. Of legal proceedings initiated by a Councillor under any circumstances.
 - b. Of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.
 - c. For legal proceedings that do not involve a Councillor performing their role as a Councillor.
- 9.5. Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council meeting prior to costs being incurred.

**Councillor Expenses and Facilities Policy**Council Policy
Corporate Services
Director Corporate Services**Part C – Facilities****10. General facilities for all Councillors****Facilities**

- 10.1. Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:
 - a. Personal protective equipment for use during site visits
 - b. A name badge which may be worn at official functions, indicating that the wearer holds the office of a Councillor and/or Mayor or Deputy Mayor.
- 10.2. Councillors may book meeting rooms for official business at Council's Customer Service Centre at no cost. Rooms may be booked through the Office of the General Manager.
- 10.3. The provision of facilities will be of a standard deemed by the General Manager as appropriate for the purpose.

Stationery

- 10.4. Council will provide 500 business cards to each Councillor each year.

Administrative support

- 10.5. Council will provide administrative support to Councillors to assist them with their civic duties only. Administrative support may be provided by staff in the Office of the General Manager arranged by the General Manager.
- 10.6. As per Section 4, Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.

11. Additional facilities for the Mayor

- 11.1. Council will provide the Mayor with a furnished office incorporating a computer configured to Council's standard operating environment, telephone and meeting space.
- 11.2. In performing his or her civic duties, the Mayor will be assisted by a small number of staff providing administrative and secretarial support, as determined by the General Manager.
- 11.3. The number of exclusive staff provided to support the Mayor and Councillors will not exceed 0.3 full time equivalents.
- 11.4. As per Section 4, staff in the Mayor's office are expected to work on official business only, and not for matters of personal or political interest, including campaigning.

**Councillor Expenses and Facilities Policy**Council Policy
Corporate Services
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- 12.1. Expenses should only be incurred by Councillors in accordance with the provisions of this policy.
- 12.2. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
- 12.3. Up to the maximum limits specified in this policy, approval for the following may be sought after the expense is incurred:
 - a. Local travel relating to the conduct of official business.
 - b. Carer costs.
- 12.4. Final approval for payments made under this policy will be granted by the General Manager or their delegate.

Direct payment

- 12.5. Council may approve and directly pay expenses. Requests for direct payment must be submitted to the Manager Finance for assessment against this policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

Reimbursement

- 12.6. All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted to the Manager Finance.

Notification

- 12.7. If a claim is approved, Council will make payment directly or reimburse the Councillor through accounts payable.
- 12.8. If a claim is refused, Council will inform the Councillor in writing that the claim has been refused and the reason for the refusal.

Reimbursement to Council

- 12.9. If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this policy:
 - a. Council will invoice the Councillor for the expense.
 - b. The Councillor will reimburse Council for that expense within 14 days of the invoice date.



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- 12.10. If the Councillor cannot reimburse Council within 14 days of the invoice date, they are to submit a written explanation to the General Manager. The General Manager may elect to deduct the amount from the Councillor's allowance.

Timeframe for reimbursement

- 12.11. Unless otherwise specified in this policy, Councillors must provide all claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

13. Disputes

- 13.1. If a Councillor disputes a determination under this policy, the Councillor should discuss the matter with the General Manager.
- 13.2. If the Councillor and the General Manager cannot resolve the dispute, the Councillor may submit a notice of motion to a Council meeting seeking to have the dispute resolved.

14. Return or retention of facilities

- 14.1. All unexpended facilities or equipment supplied under this policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office or at the cessation of their civic duties.
- 14.2. Should a Councillor desire to keep any equipment allocated by Council, then this policy enables the Councillor to make application to the General Manager to purchase any such equipment. The General Manager will determine an agreed fair market price or written down value for the item of equipment.
- 14.3. The prices for all equipment purchased by Councillors under Clause 13.2 will be recorded in Council's Annual Report.

15. Publication

- 15.1. This policy will be published on Council's website.

16. Reporting

- 16.1. Council will report on the provision of expenses and facilities to Councillors as required in the Act and Regulations.

17. Auditing

- 17.1. The operation of this policy, including claims made under the policy, will be included in Council's audit program and an audit undertaken at least every two years.



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18. Breaches

18.1. Suspected breaches of this policy are to be reported to the General Manager.

18.2. Alleged breaches of this policy shall be dealt with by following the processes outlined for breaches of the Code of Conduct, as detailed in the Code and in the Procedures for the Administration of the Code.

**Councillor Expenses and Facilities Policy**Council Policy
Corporate Services
Director Corporate Services**PART E – Appendices****Appendix I: Related legislation, guidance and policies****Relevant Legislation and Guidance:**

- a. Local Government Act 1993, Sections 252 and 253
- b. Local Government (General) Regulation 2005, Clauses 217 and 403
- c. Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009
- d. Councillor Induction and Professional Development Guidelines, 2018
- e. Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities
- f. Local Government Circular 05-08 Legal Assistance for Councillors and Council Employees.

Related Council Policies:

- a. Code of Conduct
- b. Councillor Induction and Professional Development Policy
- c. Mobile Devices Policy



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Appendix II: Definitions

Term	Definition
Accompanying person	Means a spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a Councillor.
Appropriate refreshments	Means food and beverages, provided by Council to support Councillors undertaking official business. (Refer 6.23 - Councillors will be reimbursed for reasonable purchases of alcoholic beverages consumed as part of a meal)
Act	Means the <i>Local Government Act 1993</i> (NSW).
Clause	Unless stated otherwise, a reference to a clause is a reference to a clause of this policy.
Code of Conduct	Means the Code of Conduct adopted by Council or the Model Code if none is adopted.
Councillor	Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor.
General Manager	Means the General Manager of Council and includes their delegate or authorised representative.
Incidental personal use	Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct.
Long-distance intrastate travel	Means travel to other parts of NSW of more than three and a half (3.5) hours duration by private vehicle. (Refer 6.7 - Travel to Victoria will be considered as general travel).
Maximum limit	Means the maximum limit for an expense or facility provided in the text and summarised in Appendix III.
NSW	New South Wales.
Official business	Means functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, and includes: <ul style="list-style-type: none"> • meetings of Council and committees of the whole • meetings of committees facilitated by Council • civic receptions hosted or sponsored by Council • meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by Council.
Professional development	Means a seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor.
Regulation	Means the Local Government (General) Regulation 2005 (NSW)



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Year	Means the financial year, that is the 12-month period commencing on 1 July each year.
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Appendix III: Maximum monetary limits for expenses and facilities

Expense or facility	Maximum amount	Frequency
General travel expenses (see clause 6.7 - vehicle travel to Victoria is included in General travel)	\$40,000 for all Councillors \$6,000 for the Mayor	Per year
Interstate, overseas and long-distance intrastate travel expenses (see Definitions – long-distance intrastate travel means travel to other parts of NSW of more than three and a half (3.5) hours duration by private vehicle)	\$2,000 total for all Councillors	Per year
Accommodation and meals	As per the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, adjusted annually	Per meal/night
Professional development	\$16,000 for all Councillors \$3,000 for the Mayor	Per year
Councillor Induction Program	\$12,000 for all Councillors	First year per term of Council
Conferences and seminars	\$10,000 total for all Councillors	Per year
Mobile tablet		
• Device	\$1,200 per Councillor	First year per term of Council
• Data allowance	\$25 per Councillor	Per month
Telephone allowance	\$40 per Councillor	Per month
Carer expenses	\$1,800 per Councillor	Per year
Home office expenses	\$150 per Councillor	Per year
Furnished office	Provided to the Mayor	Not relevant
Number of exclusive staff supporting Mayor and Councillors (0.3 full time equivalent)	Provided to the Mayor and Councillors	Not relevant



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Appendix IV: Payment of attendance at functions and events

	Mayor (or Councillor representing)	Councillor	Accompanying Person
Council functions and events:			
• Australia Day Award Recipient’s Dinner (held January each year)	✓	✓	✓
• International Women’s Day Luncheon (held March each year)	✓	✓	✓
• Councillors’ Christmas Dinner (held December each year)	✓	✓	✓
• Councillors’ End of Term Dinner (held July 2020)	✓	✓	✓
• Citizenship ceremonies, civic receptions and official openings (held as needed)	✓	✓	✓
Non-Council functions and events within the Edward River local government area:			
• Charitable functions held by for charities formally supported by Council.	✓	✓	✓
• Functions and events held by service clubs, business and industry associations, not-for-profit organisations and schools.	✓	✓	X
• Functions and events which the Mayor or Councillor has been invited to attend in a personal capacity.	X	X	X
Non-Council functions and events outside the Edward River local government area but within New South Wales:			
• Murrumbidgee Council’s Sir John Monash Annual Dinner & Lecture.	✓	X	X
None-Council events and functions outside the Edward River local government are but within New South Wales, subject to Council resolution:			
• Ceremonial events, charitable functions and awards ceremonies to which the Mayor is invited to represent Council.	✓	X	✓
• Other events and functions to which the Mayor is invited to represent Council.	✓	X	X
Political functions or fundraising events	X	X	X



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POLICY VERSION CONTROL

Title		Councillor Expenses and Facilities Policy		
ECM Doc Set ID		8301		
Date Adopted				
Minute Number				
Responsible Officer		Director Corporate Services		
Version	Modified By	Modifications Made	Approved by Council	Minute Number
1	DCS	Post-merger first Policy based on the OLG Model Policy.	14/12/2017	267/17
2	DCS	Alignment with new Code of Conduct 2019, alignment of maximum expenditure limits with Council's adopted budget, improved clarity for payment of expenses to accompanying persons and political fundraisers and events, improved format and appendices for reference.	N/A	N/A
3	DCS	Public exhibition version		

9.9 ADMINISTRATION OF 2020 LOCAL GOVERNMENT ELECTIONS**Author:** Trish Kirkland, Director Corporate Services**Authoriser:** Trish Kirkland, Director Corporate Services**RECOMMENDATION**

That Edward River Council (“the Council”) resolves:

1. pursuant to section 296(2) and (3) of the *Local Government Act 1993* (NSW) (“the Act”), that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
2. pursuant to section 296(2) and (3) of the Act, as applied and modified by section 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
3. pursuant to section 296(2) and (3) of the Act, as applied and modified by section 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.
4. pursuant to section 377 of the Act, that the General Manager be delegated to negotiate and execute the contract with NSW Electoral Commissioner.

BACKGROUND

The NSW Local Government Elections (Elections) will take place on Saturday, 12 September 2020.

The Local Government Act 1993 (the Act) prescribes that Council must determine at least 18 months before the Elections whether it will appoint Council’s General Manager to administer the elections or enter into an arrangement with the Electoral Commissioner to administer the elections.

On 12 December 2018, the Office of Local Government (OLG) issued a circular (18-43) encouraging councils to commence their preparations for the 2020 Local Government Elections and reminding councils that they must make a resolution pursuant to section 296AA of the Act no later than 11 March 2019.

In determining whether a council should appoint its General Manager to manage the election; the OLG recommends that a council should only resolve to administer its own elections if it is confident that it has the capacity to do so.

On 8 February 2019, the OLG issued a circular (19-02) notifying councils of the Independent Pricing and Regulatory Tribunal (IPART) of the costs of conducting local government elections in NSW, with the final report due to Minister of Local Government by 30 August 2019. This circular also flagged that the IPART review would impact on the administration of the September 2020 Local Government elections and proposed an extension to the 11 March 2019 deadline for councils to decide on the administration of elections.

On 27 June 2019, the OLG issued a circular (19-12) reminding councils that the new preference counting rules that come into effect at the next council elections means that it will no longer be possible for votes to be manually counted making it impossible for councils to administer their own elections without the assistance of an expert electoral service provider (either the Electoral Commission or a commercial provider).

On 10 July 2019, the OLG issued a circular (19-14) advising amendments to the Act, effective 24 June 2019, including extending the ‘cut-off date’ for councils to make a decision on the administration of elections 2020, and to require councils that do not enter into an arrangement with Electoral Commission to engage an electoral service provided to administer elections.

ISSUE/DISCUSSION

Council now has until Tuesday 1 October 2019 to resolve to enter into arrangements with the Electoral Commissioner, or an electoral services provider, to administer the 2020 ordinary council elections; and have until Wednesday 1 January 2020 (effectively Monday 23 December 2019) to enter into these arrangements with either the Electoral Commission or commercial electoral service provider.

Council Officers have requested a services and costs estimate from the Electoral Commission to administer Council's elections and polls.

On 22 August 2019, Council received correspondence from the Electoral Commission advising that they are unable to provide councils with services and costs estimates for the administration of elections until the IPART report and the NSW Government's response to the report have been released.

At the time preparing this report, the IPART report and the NSW Government's response had not been released, and a quotation of services and cost estimates from the Electoral Commission had not been received. For administering the 2017 Elections, the Electoral Commission charged Council \$61,264. It is therefore, estimated – with an annual 2.5% indexation, that in 2020 could cost Council \$66,000 – depending on how the IPART report and the NSW Government's response to the report might impact the costs

In 2017, the Electoral Commission was engaged to conduct the inaugural Local Government Elections for Edward River Council. From an administrative perspective, the 2017 Local Government Elections were conducted smoothly with issues of only a minor nature noted by those Council Officers involved in its administration. While Council facilitated its own candidate awareness campaign and engaged Local Government NSW to deliver candidate briefings; the Electoral Commissioner appointed Returning Officer oversaw all other aspects of the election, including preparation, staffing, statutory advertising, polling places, counting and declaration.

Following the 2017 elections, the Electoral Commission conducted a survey of voters, council staff, candidates, groups and political parties. The survey results, summarised in the report on the conduct of the 2017 Elections, revealed that the Electoral Commission is generally seen as fair and impartial, with its staff considered helpful and professional, and its resources considered informative. These findings are consistent with the views of Council Officers who liaised with the Electoral Commission and Returning Officer throughout the 2017 Elections.

Due to its experience in conducting both State and Local elections, coupled with Council's limited resources and the significant legislative requirements involved in conducting an election; this report recommends that Council resolve to enter into an election arrangement for the Electoral Commissioner to administer the 2020 Local Government Elections.

For councils' resolution to be effective, the OLG has prescribed standard wording in a circular (13-41) issued 13 September 2013. The recommended wording is as set out in the recommendations 1 to 3 above.

STRATEGIC IMPLICATIONS

Nil

COMMUNITY STRATEGIC PLAN

- Outcome 5.3 - Our local government is efficient, innovative and financially sustainable.

FINANCIAL IMPLICATIONS

Council will need to allocate an estimated \$76,000 in its 2020-2021 Operating Budget to accommodate the anticipated Electoral Commission costs \$66,000, and \$10,000 other costs (such as advertising, candidate information sessions, etc).

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

- Section 296AA – Councils to plan for administration of elections
- Section 296 – How elections are to be administered
- Section 296A – Elections administered by a general manager
- Section 296B – Elections administered by the Electoral Commissioner

1.

ATTACHMENTS

Nil

9.10 COUNCIL INFORMATION GUIDE 2019**Author:** Mark Siena, Manager Information Technology**Authoriser:** Trish Kirkland, Director Corporate Services**RECOMMENDATION**

That Council adopt the draft Agency Information Guide 2019-20, contained at Attachment 1

BACKGROUND

The Government Information (Public Access) Act 2009 (GIPA Act) aims to ensure government information is open and accessible for the public and maintain and advance a system of responsible and representative democratic government.

The GIPA Act places various obligations on agencies within NSW in respect of their publication and release of the information they hold. The GIPA Act also provides rights for persons to apply for access to government information.

Under the GIPA Act, all government agencies, including councils, must have an Information Guide. Agencies must review their Information Guide and adopt a new Information Guide at intervals of not more than 12 months. Council currently does not have an Information Guide.

ISSUE/DISCUSSION

Council Officers have prepared an Information Guide to satisfy the requirements of Section 20 (1) of the GIPA Act, which lists the minimum elements to be included:

- A description of the structure and functions of the agency;
- A description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;
- Specify any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions;
- The various kinds of government information held by the agency, the kinds of government information it makes (or will make) publicly available, and specify the manner in which it makes (or will make) it publicly available; and
- The kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed must be identified.

Following the adoption of the Council Information Guide 2019-20, the document will be included in Council's Corporate Document Register and scheduled for review in September each year, as required under the GIPA Act.

STRATEGIC IMPLICATIONS

Nil

COMMUNITY STRATEGIC PLAN

Outcome 5 – A community working together to achieve its potential

5.3 – Our local government is efficient, innovative and financially sustainable

5.3.3 – Deliver good governance and improve management of risk and safety

5.3.3.12 – Review and publish the Council Information Guide

FINANCIAL IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

Government Information (Public Access) Act

- Section 20 – Agencies must have a publication guide
- Section 21 – Adoption and review of publication guide

ATTACHMENTS

1. Edward River Council Information Guide



AGENCY INFORMATION GUIDE 2019-2020

Government Information (Public Access Act) 2009




**Agency Information Guide
2019-2020**
INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council		Minute No.	
Document Owner	Director Corporate Services		
Review Timeframe	Each year		
Last Review Date		Next Scheduled Review Date	September 2020

Doc No	Date Amended	Details/Comments
Doc ID 77918		

Related Legislation	Government Information (Public Access) Act 2009 Privacy and Personal Information Protection Act 1998 and Regulation 2009
Related Policies	Privacy Management Plan (to be development)
Related Procedures, Protocols, Statements, documents	Information and Privacy Commission NSW Guideline 6: Agency Information Guides



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1. PREFACE

This Information Guide has been produced by Edward River Council in accordance with Section 20 of the *Government Information (Public Access) Act 2009* (GIPA Act).

Council's Information Guide is prescribed under section 20 of the GIPA Act. It must:

- Describe the structure and functions of the agency;
- Describe the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;
- Specify any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions;
- Identify the various kinds of government information held by the agency;
- Identify the kinds of government information held by the agency that the agency makes (or will make) publicly available;
- Specify the manner in which the agency makes (or will make) government information publicly available; and
- Identify the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

The Information Guide is available on Council's website at www.edwardriver.nsw.gov.au or from Council's Administration Office at 180 Cressy Street, Deniliquin during business hours.



2. LOCAL GOVERNMENT PRINCIPLES

Section 8 of the *Local Government Act 1993* (Local Government Act) comprises a series of principles that provide guidance to councils in carrying out their functions in a way that facilitates local communities that are strong, healthy and prosperous.

Guiding Principles for Exercise of Functions

The following general principles apply to the exercise of functions by councils:

- a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
- c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- g) Councils should work with others to secure appropriate services for local community needs.
- h) Councils should act fairly, ethically and without bias in the interests of the local community.
- i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.

Guiding Principles for Decision-Making

The following principles apply to decision-making by councils (subject to any other applicable law):

- a) Councils should recognise diverse local community needs and interests.
- b) Councils should consider social justice principles.
- c) Councils should consider the long term and cumulative effects of actions on future generations.
- d) Councils should consider the principles of ecologically sustainable development.
- e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.



Guiding Principles for Community Participation

Councils should actively engage with their local communities, through the use of the Integrated Planning and Reporting Framework and other measures.

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.

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.



3. ABOUT EDWARD RIVER COUNCIL

Edward River Council was proclaimed on 12 May 2016, following the amalgamation of the former Conargo Shire Council and Deniliquin Council into one strong, cohesive and dynamic organisation.

Edward River Council provides services and support to a community of approximately 9,000 permanent residents across a region covering 8,881 square kilometres, including the town of Deniliquin and the six rural villages of Blighty, Booroorban, Conargo, Mayrung, Pretty Pine and Wanganella.

Between May 2016 and September 2017, Council was led by a NSW Government-appointed Administrator, Ashley Hall, who was responsible for overseeing the implementation of the new Edward River Council.

This administration period formally ended on Thursday, 21 September 2017 after the Councillors elected at the Saturday, 9 September 2017 poll were sworn in. At this post-election meeting, Cr Norm Brennan and Cr Pat Fogarty were elected Mayor and Deputy Mayor, respectively.

3.1 Vision and Values

Our Vision and Values are contained in our Community Strategic Plan 2018-2030 which is available on Council's website: www.edwardriver.nsw.gov.au

Our Vision

Through consultation with government, community, business and industry, Edward River Council has developed a clear vision as to what we want the region to look like in 2030.

During this consultation, we developed a vision for the Edward River to strive toward:

We are the centre of the Southern Riverina. Home to a connected and engaged community, driven by a diverse economy. We work together to lead our community, achieve our potential and embrace our future.

This vision is designed to encourage commitment to our future and engender a sense of common purpose and responsibility in all stakeholders responsible for delivering Edward River 2030.

In 2030 our community wants the Edward River region to be:

- A great place to live
- A prosperous and vibrant economy
- A valued and enhanced natural environment
- A region with quality and sustainable infrastructure
- A community working together to achieve its potential

Our Values

Values form the basis of our culture; they add meaning to work and provide a basis for consistent planning and decision-making across our organisation. Edward River Council has adopted a set of values which were developed through a consultative process involving staff across the whole organisation.

All Council employees are expected to demonstrate our corporate values when undertaking their roles and making decisions that impact our customers and community:

L	Leadership We seek to provide strong leadership for our community and customer. We lead with empathy and integrity.
E	Excellence We strive for excellence and continuous improvement: in who we are, in how we work, and in how we deliver results for our community.
A	Accountability We are open, honest and transparent in how we do business, the decisions we make and the actions we take.
D	Delivery We are committed to delivering results for our community and outstanding service to our customers.



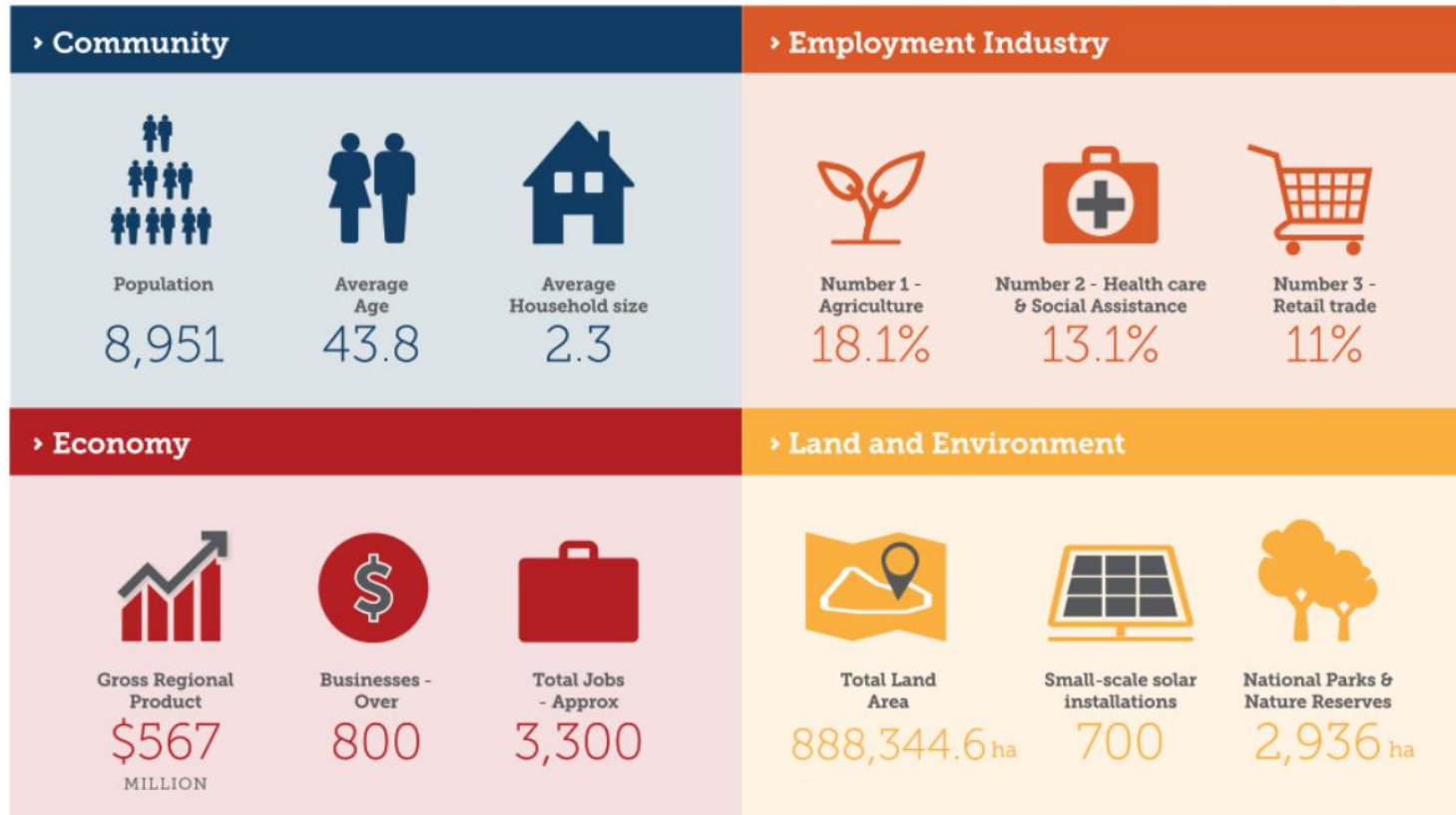
Agency Information Guide
2019-2020

3.2 Map of the Edward River Council Local Government Area





3.3 What and Who Make Up Edward River Council





4. STRUCTURE OF COUNCIL

Edward River Council's governing body comprises nine Councillors, all of whom were elected at the inaugural elections held on 9 September 2017. Councillors are elected to represent the entire region, rather than individual wards, with the Mayor and Deputy Mayor being elected by the Councillors.

Councillors are responsible for making decisions and developing policies that guide the activities of the Council. This role is performed at Council and Committee meetings, where the decision-making takes place. Our Councillors also provide leadership and guidance to the General Manager and facilitate communications between the Council as a governing body and the community.

Section 223 of the Local Government Act prescribes the collective role of Council's governing body as follows:

- To direct and control the affairs of the Council in accordance with the Local Government Act;
- To provide effective civic leadership to the local community;
- To ensure as far as possible the financial sustainability of the Council;
- To ensure as far as possible that the Council acts in accordance with the principles for local government (as described above) and the plans, programs, strategies and policies of the Council;
- To develop and endorse the Community Strategic Plan, Delivery Program and other strategic plans, programs, strategies and policies of the Council;
- To determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the Community Strategic Plan) of the Council and for the benefit of the local area;
- To keep under review the performance of the Council, including service delivery.
- To make decisions necessary for the proper exercise of the Council's regulatory functions;
- To determine the process for appointment of the general manager by the council and to monitor the General Manager's performance;
- To determine the senior staff positions within the organisation structure of the Council;
- To consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities, and
- To be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

4.1 Role of the Councillors

Section 232 of the Local Government Act prescribes the role of individual Councillors as follows:

- To be an active and contributing member of the governing body;
- To make considered and well informed decisions as a member of the governing body;
- To participate in the development of the Integrated Planning and Reporting framework;
- To represent the collective interests of residents, ratepayers and the local community;
- To facilitate communication between the local community and the governing body;
- To uphold and represent accurately the policies and decisions of the governing body; and
- To make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.



Cr Norm Brennan
Mayor



Cr Pat Fogarty
Deputy Mayor



Cr Peta Betts



Cr Marg Bull



Cr Ashley Hall



Cr Norm McAllister



Cr Peter McCrabb



Cr Nick Metcalfe



Cr Mac Wallace



4.2 Role of the Mayor

Section 226 of the Local Government Act confers the following additional responsibilities upon the Mayor:

- Be the leader of the Council and a leader in the local community;
- Advance community cohesion and promote civic awareness;
- Be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities;
- Exercise, in cases of necessity, the policymaking functions of the governing body of the council between meetings of the Council;
- Preside at meetings of the Council;
- Ensure that meetings of the Council are conducted efficiently, effectively and in accordance with the Local Government Act;
- Ensure the timely development and adoption of the strategic plans, programs and policies of the Council;
- Promote the effective and consistent implementation of the strategic plans, programs and policies of the Council;
- Promote partnerships between the Council and key stakeholders;
- Advise, consult with and provide strategic direction to the General Manager in relation to the implementation of the strategic plans and policies of the Council;
- In conjunction with the General Manager, ensure adequate opportunities and mechanisms for engagement between the Council and the local community;
- Carry out the civic and ceremonial functions of the mayoral office;
- Represent the Council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level;
- In consultation with the Councillors, to lead performance appraisals of the General Manager; and
- Exercise any other functions of the Council that the Council determines.



4.3 Role of the General Manager

The General Manager is responsible for the efficient and effective operation of Edward River Council and for ensuring the implementing, without undue delay, of decisions of the Council.

As the most senior employee of Council, the General Manager is the only member of staff selected and appointed by Councillors and is appointed on a renewable, fixed-term, performance-based contract for a maximum period of five years.

Section 335 of the Local Government Act confers the following functions on the General Manager:

- To conduct the day-to-day management of the Council in accordance with the strategic plans, programs, strategies and policies of the Council;
- To implement, without undue delay, lawful decisions of the Council;
- To advise the Mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the Council;
- To advise the Mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the Council and other matters related to the Council;
- To prepare, in consultation with the Mayor and the governing body, the Council's Community Strategic Plan, Community Engagement Strategy, Resourcing Strategy, Delivery Program, Operational Plan and Annual Report;
- To ensure that the Mayor and other Councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions;
- To exercise any of the functions of the Council that are delegated by the Council to the General Manager;
- To appoint staff in accordance with the organisation structure determined and the resources approved by the Council;
- To direct and dismiss staff;
- To implement the Council's Workforce Management Strategy; and
- Any other functions that are conferred or imposed on the General Manager by or under the Local Government Act or any other Act.

4.4 Organisational Structure

Following the departure of one of Edward River Council's three directors, the organizational structure now comprises of two Directorates and the Office of the General Manager. Together, the General Manager and two Directors comprise the organisations Executive Management Team and are responsible for providing the organisation with strong and effective leadership in delivering a diverse range of Council services to the community. The structure is represented in the graph on the following page.



Edward River Council Organisational Structure





5. FUNCTIONS OF COUNCIL

Under the Local Government Act, Council's functions can be grouped into the following categories:

Service Functions	<p>Including:</p> <ul style="list-style-type: none"> • Providing community health, recreation, education and information services • Environmental protection • Waste removal and disposal • Land and property, industry and tourism development assistance • Civil infrastructure planning • Civil infrastructure maintenance and construction
Regulatory Functions	<p>Including:</p> <ul style="list-style-type: none"> • Approvals • Orders • Building certificates
Ancillary Functions	<p>Including:</p> <ul style="list-style-type: none"> • Resumption of land • Powers of entry and inspection
Revenue Functions	<p>Including:</p> <ul style="list-style-type: none"> • Rates • Fees and Charges • Borrowings • Investments
Administrative Functions	<p>Including:</p> <ul style="list-style-type: none"> • Employment of staff • Management plans • Financial reporting • Annual reports
Enforcement Functions	<p>Including:</p> <ul style="list-style-type: none"> • Proceedings for breaches of the Local Government Act and Local Government (General) Regulations and other Acts and Regulations • Prosecution of offences

While Council's functions are prescribed primarily by the Local Government Act, Council also has responsibilities under other legislation, including:

- *Anti-Discrimination Act 1977;*
- *Community Land Development Act 1989;*
- *Community Services (Complaints, Review & Monitoring) Act 1993;*
- *Companion Animals Act 1998;*
- *Disability Services Act 1993;*
- *Environmental Planning & Assessment Act 1979;*
- *Fines Act 1996;*



- *Food Act 2003;*
- *Government Information (Public Access) Act 2009;*
- *Heritage Act 1977;*
- *Home Care Services Act 1988;*
- *Impounding Act 1993;*
- *Library Act 1939;*
- *Noxious Weeds Act 1993;*
- *Police (Special Provisions) Act 1901;*
- *Protection of the Environment Operations Act 1997;*
- *Privacy and Personal Information Protection Act 1998;*
- *Public Health Act 1991;*
- *Recreation Vehicles Act 1983;*
- *Roads Act 1993 & Road General Regulation 2000;*
- *State Emergency and Rescue Management Act 1989;*
- *State Emergency Service Act 1989;*
- *Strata Schemes (Freehold Development) Act 1973;*
- *Swimming Pools Act 1992; and*
- *Unclaimed Money Act 1995.*

Council also has certain reporting responsibilities to the Office of Local Government (OLG). The OLG has the role of monitoring all councils' compliance with various legislative requirements and industry best practice.

5.1 How Council's Functions affect the Public

As a service organisation, the majority of Edward River Council's activities have an impact on the community. The following is an outline of how the broad functions of Council can affect the public:

- **Service functions** affect the community as Council provides services and facilities to the community. These include library services, customer and visitor services, halls and community centres, recreation facilities, infrastructure and waste management facilities.
- **Regulatory functions** place restrictions on developments and buildings to ensure that they meet certain requirements affecting the amenity of the community and not endanger the lives and safety of any person. Members of the public must be aware of, and comply with, such regulations.
- **Ancillary functions** affect only some members of the community. These functions include, for example, the resumption of land or the power for Council to enter onto a person's land. In these circumstances, only the owner of the property would be affected.
- **Revenue functions** affect the public directly in that revenue from rates and other charges paid by the public is used to fund services and facilities provided to the community.
- **Administrative functions** do not necessarily affect the public directly but have an indirect impact on the community through the efficiency and effectiveness of the service provided.



- **Enforcement functions** only affect those members of the public who are in breach of certain legislation. This includes matters such as the non-payment of rates and charges, unregistered dogs and parking offences.

Community planning and development functions affect areas such as cultural development, social planning and community profile, and involves:

- Advocating and planning for the needs of our community. This includes initiating partnerships; participating on regional, State or Commonwealth working parties; and preparation and implementation of the Community Strategic Plan;
- Providing support to community and sporting organisations through provision of grants, training, information and access to facilities; and
- Facilitating opportunities for people to participate in the life of the community through the conduct of a range of community events such as Australia Day celebrations, NAIDOC Week, Youth Week, Seniors Festival, art and cultural activities as well as promoting events of others.

5.2 How the Public can participate in Council's Policy Development and the Exercising of Functions

Edward River Council offers a number of methods for members of the public to participate in the formulation of Council's policies and the implementation of its functions.

Council Meetings

Ordinary Council Meetings are held at 9.00am on the third Thursday of each month from February to December at the Edward River Council Chambers, located at 180 Cressy Street, Deniliquin. Extraordinary Council Meetings are held as and when required and the public is notified via Council's website. Members of the public may attend all Council meetings and meetings of its Committees.

Members of the public may also, at the discretion of the Council in each case, be permitted to address a Council Meeting on a particular issue which is listed on the Business Paper for that meeting. Anyone wishing to address a Council or Committee Meeting must make a request in writing to the General Manager (email, letter or fax) before 2.00pm on the day prior to the scheduled Council or Committee Meeting.

Business Papers are made available to the public on the Friday preceding the Council or Committee Meeting and can be accessed online from Council's website at www.edwardriver.nsw.gov.au or in person from Council's Administration Office at 180 Cressy Street, Deniliquin.

Council Committees

There are also avenues for members of the public to personally participate in Council's policy development and exercising of functions through serving on a Council Committee. Council operates committees, including those constituted under Section 355 of the Local Government Act and delegated functions of Council pursuant to Section 377 of that Act. Vacancies on Council Committees are publicised on Council's website at www.edwardriver.nsw.gov.au when they arise.



Community Consultations

When developing a project, policy or plan, Edward River Council may undertake a community consultation to gather community input and seek feedback from members of the public. In carrying out community consultations, Council may employ a variety of consultation tools, such as public forums, stakeholder workshops, community surveys and community engagement activities with targeted sectors of the community. Community consultations are promoted on Council's website at www.edwardriver.nsw.gov.au and through Council's community newsletter.

Public Submissions

Prior to adoption; all significant plans, strategies and policies of Edward River Council are placed on public exhibition in draft form so that interested members of the public may view them and make comments, should they wish to.

Documents on public exhibition are made available online from Council's website at www.edwardriver.nsw.gov.au and can be inspected in person at Council's Administration Office at 180 Cressy Street, Deniliquin.

Submissions must be made in writing, addressed to the General Manager, and returned to Council by the closing date specified.

Representation

Local Government in Australia is based on the principle of representative democracy, meaning that citizens elect representatives to their local Council to make decisions on their behalf. In New South Wales, elections are held every four years. The next Local Government Elections are scheduled to be held in September 2020.

At each election, voters elect one popularly elected Mayor and eight Councillors. All residents of the area who are on the electoral roll are eligible to vote. Property owners who live outside of the Edward River Council local government area and rate-paying lessees can also vote, but must register their intention to vote on the non-residential roll.

Residents are able to raise issues with, and make representations to, the elected Councillors. The Councillors, if they agree with the issue or representation, may pursue the matter on the resident's behalf. Councillors' contact details are available online from Council's website at www.edwardriver.nsw.gov.au and can be obtained from Council's Administration Office at 180 Cressy Street, Deniliquin.



6. COUNCIL INFORMATION

Edward River Council holds information, contained in both hard copy and electronic document form, which relates to a number of issues concerning the Edward River Council local government area. These documents are grouped into four categories:

- a) Electronic Documents;
- b) Physical Files;
- c) Policy Documents; and
- d) General Documents

Electronic Documents

Council implemented the Technology One ECM electronic document system in 2016. Following its introduction, hard copy, physical files were largely dispensed with, except for development/building/construction applications.

Physical Files

Prior to 2016, the main type of physical files held by Council included general subject files, development and building files, property files, and street and park files.

Policy Documents

Council maintains a Policy Register, which is available for inspection on Council's website at www.edwardriver.nsw.gov.au or in person at Council's Administration Office at 180 Cressy Street, Deniliquin.

General Documents

The following list of general documents held by Council has been divided into four sections as outlined in Clause 3 and Schedule 1 of the GIPA Act:

- a) Information about Council;
- b) Plans and Policies;
- c) Information about Development Applications; and
- d) Approvals, Orders and Other Documents.

Under the GIPA Act, these documents are considered Open Access Information. In accordance with Council's legislative responsibilities, these documents held by Council are made publicly available for inspection on Council's website at www.edwardriver.nsw.gov.au or in person at Council's Administration Office at 180 Cressy Street, Deniliquin. Any current or previous documents of this type may be inspected by the public free of charge.

Copies can be supplied, where copyright provisions do not apply, for reasonable copying charges, in accordance with Council's adopted Fees and Charges.



6.1 Open Access Information

Under the GIPA Act, the following list of documents or categories of documents are available for public access, free of charge:

Information about Council

- Annual Reports;
- Annual financial reports;
- Auditor's report;
- Council Code of Conduct;
- Community Strategic Plan;
- Council's Land Register;
- Customer requests for service and complaints;
- Financial Management Records;
- Register of investments;
- Register of delegations;
- Register of graffiti removal work (in accordance with s13 of the *Graffiti Control Act 2008*);
- Register of Councillor voting on planning matters (in accordance with s375A of the Local Government Act); and
- Rates Management Information.

Plans and Policies

- Council Policies;
- Plans of Management for Community Land; and
- Environmental Planning Instruments, Development Control Plans and Contribution Plans.

Information about Development Applications

Development Applications and any associated documents received in relation to a proposed development:

- Home Warranty Insurance documents;
- Construction Certificates;
- Occupation Certificates;
- Structural Certification documents;
- Town Planner Reports;
- Submissions received on Development Applications;
- Heritage Consultant reports;
- Tree Inspections Consultant reports;
- Acoustic Consultant reports;
- Land Contamination Consultant reports;
- Records of decisions on Development Applications including decisions on appeals; and
- Records describing general nature of documents that Council decides to exclude from public view including internal specifications and configurations of residential buildings and commercially sensitive information.



Approvals, Orders and Other Documents

- Applications for approvals under part 7 of the Local Government Act;
- Applications for approvals under any other Act and any associated documents received;
- Records of approvals granted or refused, variation from Council Policies with reasons for variation, and decisions made on appeals concerning approvals;
- Orders given under Part 2 of Chapter 7 of the Local Government Act, and any reasons given under section 136 of the Local Government Act;
- Orders given under the authority of any other Act;
- Records of Building Certificates under the *Environmental Planning and Assessment Act 1979*; and
- Compulsory Acquisition notices.

6.2 Authorised Proactive Release

In addition, Council will make as much other information as possible publicly available in an appropriate manner, including on its website. The information will be available free of charge or at the lowest reasonable cost. It includes frequently requested information or information of public interest that has been released as a result of other requests.

6.3 Informal Release

Access to information which is not available as Mandatory Release or Authorised Proactive Release information may be provided through Informal Release. In this regard, applications should be made to Council by submitting the appropriate 'Informal Access to Information' application form. Council will endeavour to release information in response to such a request, subject to any reasonable conditions as Council deems fit to impose.

Note: Copyright law applies to most plans and reports. Council cannot reproduce copies of these documents without written permission of the person or company that created them (section 36 *Commonwealth Copyright Act 1969*). If possible, Council will attempt to supply details of copyright owners of plans and reports to assist an applicant to obtain the necessary copyright permission. Council will continue to allow "view only" access for the purposes of the GIPA Act (unless the copyright owner has authorised other uses).



6.4 Formal Access Applications

Notwithstanding the lodgement of an informal application, Council may require a formal access application to be submitted where the information sought:

- Is of a sensitive nature that requires careful weighing of the considerations in favour of and against disclosure; or
- Contains personal or confidential information about a third party that requires consultation; or
- Would involve an unreasonable amount of time and resources to produce.

To make a formal request for access to information a 'Formal Access Information' application form should be completed. In accordance with the GIPA Act, an application fee of \$30.00 is payable, and additional processing charges may be applicable. An acknowledgement of such application will be provided by Council within five working days.

6.5 Other Matters

Any fees for photocopies of documents provided under the GIPA Act are listed in Council's adopted Schedule of Fees and Charges.

Copies of documents provided are given for information purposes only and are provided by Council to meet its requirements under relevant legislation. Copyright laws still apply to each document. The copyright owner's consent is required if any part of a copyright document is used for any other purpose.

Where information is released to an applicant under a formal access application and Council considers that it will be of interest to other members of the public, Council will provide details of the information in a disclosure log for inspection by the public.



7. PERSONAL INFORMATION

Edward River Council collects, stores and uses a broad range of information. A significant part of that information is personal information. Council is required to comply with the Information Privacy Principles (IPPS) in the *Privacy and Personal Information Protection Act 1998* (PIIP Act), which regulate the collection, storage, use and disclosure of personal information held by Council.

Any personal information you provide to us will be used and disclosure for Edward River Council purposes, or a directly related purpose, unless you consent to another use or disclosure, in emergencies or as otherwise required or authorised by law.

The provision of information to Edward River Council is voluntary; no law requires you to provide any personal information to Edward River Council, however, failure to provide certain personal information to Edward River Council may inhibit our ability to provide you with the services you require.

Under the PIIP Act, you have the right to access your personal information held by Edward River Council, without excessive delay or expense. You also have the right to have your personal information corrected in certain circumstances (e.g. if it is inaccurate). Should you wish to access or correct your personal information, please make a written request to Edward River Council by:

- **Post:** PO Box 270, Deniliquin NSW 2710
- **Email:** council@edwardriver.nsw.gov.au

9.11 REQUEST FOR WATER TRANSFERS**Author:** Adam McSwain, General Manager**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

That Council

- 1) Approve providing a water transfer to the Racecourse Reserve and Deniliquin Golf Club.
- 2) Set the water transfers at the following levels:
 - a) Racecourse Reserve – 40 ML
 - b) Golf Club – 200 ML
- 3) Provide the water to the Golf Club and Racecourse free of charge and only pass on to either group administrative charges as incurred in establishing the water transfer
- 4) Note that this approval is a once off approval and that Council may not be able to provide this support in future years if increased water restrictions are applied

BACKGROUND

Council has received requests from two not for profit community groups, Deniliquin Golf Club and Deniliquin Racecourse Reserve, for water transfers.

Over a number of years Council has approved requests from the Deniliquin Racecourse Reserve Trust and the Deniliquin Golf Club. In 2018, due to a change in a legislation, difficulties were encountered, and it was a longer approval process.

This legislation has now reverted back to simplify the process.

ISSUE/DISCUSSION

Requests were received from both organisations during the 2018-2019 water period and with the current (2019-2020) general security water allocation being zero both organisations have again sought assistance from Council.

STRATEGIC IMPLICATIONS

Council has a water allocation for town water supply of 5,000ML. This full allocation is not utilised and the 240ML of water proposed to be transferred through this report can be accommodated within this allocation.

Both Racecourse Reserve and the Deniliquin Golf Club are not for profit community groups. As such it is proposed that the water be transferred for their usage at no cost. The only costs that would be covered by either group is any administrative charges required through either WaterNSW or Murray Irrigation Limited as part of the process to transfer the water.

COMMUNITY STRATEGIC PLAN

This report aligns with Outcome 1 – A great place to live. It contributes towards ensuring our community has access to essential services.

FINANCIAL IMPLICATIONS

It is proposed that any administrative costs incurred by Council throughout implementing this report will be passed on to the respective group.

LEGISLATIVE IMPLICATIONS

The approach proposed in this report has been supported by WaterNSW and their advice is that it complies with the Water Management Act 2000.

ATTACHMENTS

1. Deniliquin Golf Club letter of request
2. Deniliquin Racecourse Land Manager letter of request



Ph 0358811325 Fax 0358811159
P.O.Box 178. Deniliquin 2710.

Email denigolf@bigpond.net.au

CEO
Edward River Council
Cressy Street
Deniliquin 2710

03/07/2019

Dear Adam,

I am writing on behalf of the Board, to request a transfer of 200 megalitres of water for the coming season.

Due to the extremely dry autumn and winter to date, we anticipate that the course will require an increased amount of water in the early part of the year to stimulate growth for the summer. We initially applied for 180 megs last season with an additional request for an extra 50 megs to see us through the extremely dry year.

The course supervisor is vigilante in his management of water for the course while being mindfull of the value of presenting the course in good condition for the visitor season.

The support of the council for this request would be very beneficial to the members and visitors alike.

Yours etc,

Kathy Simpson,
Acting Secretary.

DENILQUIN RACECOURSE LAND MANAGERPO BOX 1073
DENILQUIN 2710The General Manager
Edward River Council

Dear Sir

On behalf of the Tennant Clubs: Denilquin Racing Club, Denilquin Rodeo Club, Denilquin Motorcycle Club and Denilquin Sporting Car Club, I would like to request your assistance in obtaining an allocation of irrigation water for the Racecourse complex.

Edward River Council very generously assisted last season which allowed the Clubs to conduct their scheduled events very successfully.

It is estimated that the Clubs would use up to 40megalitres, depending on the climatic season.

Your assistance in allowing the transfer through Murray Irrigation would again be very much appreciated.

Peter Joss
Chairman

21 August 2019

9.12 STRONGER COUNTRY COMMUNITIES ROUND THREE**Author:** Adam McSwain, General Manager**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

That Council:

1. Approve the following submissions to Round Three of the Stronger Country Communities Fund:
 - (a) Deniliquin Town Hall, Stage Three – Application seeking \$1,142,702
 - (b) Revitalisation of the former North Deniliquin Tennis Court site – Application seeking \$400,000
2. Approve the allocation of the remaining Stronger Communities interest to the Deniliquin Town Hall project and that this funding be used as the leverage funding required for this grant application
3. Not approve support for the project to develop a slide at the Deniliquin Pool Complex through this current funding program

BACKGROUND

The NSW Government are providing \$100 million in funding across regional NSW for community projects with at least \$50 million for youth-related projects.

The Edward River Council Local Government Area is eligible to access funding of \$1,542,702 through Round Three of the program.

Unlike Rounds One and Two of the program, Round Three allows community groups as well as Council to apply for the funding.

ISSUE/DISCUSSION

For Round Three it is proposed that Council submit two funding applications. These applications are for Stage 3 of the Deniliquin Town Hall redevelopment project and for the redevelopment of the former North Deniliquin Tennis Court site.

Town Hall Stage 3: Council currently has a project budget of \$1.7 million to complete stages one and two of the Town Hall Redevelopment. This budget will allow for the refurbishment of the existing Town Hall and foyer, office, ticket/cloak room and minor works to the meeting room.

Stage three of the project would then fund the full upgrade and sound proofing of the meeting room areas, external painting, relocation of the toilets and construction of a new foyer and lobby area that provides external access to the side of the Town Hall and ensures access for all abilities.

Stage 3 is costed at approx. \$1.45 million. To fund this element of the project it is proposed that Council allocate the remaining \$310,000 of merger interest money and apply for \$1,142,702 through the Stronger Country Communities Round Three funding program.

This funding will not fund the possible Stage 4 of the Town Hall Redevelopment project which would renovate the changerooms and under stage areas. Minor stage upgrades are included in Stages 1, 2 and 3 but not a full redevelopment.

The Town Hall application will focus on the youth criteria. Currently Council has provided a significant amount of funding to support young people through the development and redevelopment of sporting infrastructure and open space facilities. The Town Hall project will provide a venue and facility that will support young people who are interested in arts and culture.

Council are already working with groups such as South West Music, South West Arts and Outback Theatre to ensure young people are a key component of the Town Hall redevelopment.

North Deniliquin Tennis Court site: Council has allocated \$100,000 through the Drought Communities Programme for the first stage to revitalise the site of the North Deniliquin Tennis Courts. This \$100,000 will fund the demolition and removal of all assets from the site in preparation for future development. It is proposed to apply for funding for this future development. A design for this site is currently underway and community consultation on it will commence soon. A draft design is currently being completed and costed for inclusion with the grant application. It is proposed that Council approve a grant application seeking up to \$400,000 for this site. While the design is not yet completed this will provide for new toilets, upgraded open space and paths and improved parking and road access.

Council has also been contacted by Graeme McKindlay on behalf of the Deniliquin Outdoor Pools Incorporated (DOPI) group. DOPI are seeking Council's approval to submit an application for the construction of a '50 metre dual racing slide' at the Deniliquin Pool complex. The pool complex is a Council facility and any infrastructure developed will become Council's responsibility to own and maintain. Council have been advised by the group that the project is expected to cost \$600,000. This is based off the costing of a similar facility in Narrandera.

Whilst the idea of the slide development is a nice idea there are a number of concerns Officers have with supporting the project at this late stage:

- The project costing is based off costs for a completely different site. No planning, due diligence or site investigation has been completed for the Deniliquin Pool complex. This provides a high level of risk for cost overruns. Council's learnings through the delivery of all of the Major Projects over the last 18-24 months is that the better pre-planned a project the more likely for it to be delivered on time and on budget. Projects where little detail is available have frequently led to cost-overruns or requirements to re-scope to fit the budget available.
- Council has undertaken a significant amount of consultation over the last two years. This has included public processes to call for ideas for projects to be developed. This is the first occasion that the development of a slide at the pool has been raised. Whilst not saying this makes it a bad idea, it does bring to question the community demand for the slide and the level of demand.

As a result of the items raised above and other concerns regarding on-going maintenance costs, it is the recommendation of Officers that this project not be supported at this stage. Council could work with the DOPI group to scope this project up so that Council fully understand the costs and then make an informed decision to support or not support the project for future funding opportunities.

STRATEGIC IMPLICATIONS

The redevelopment of the Deniliquin Town Hall and the redevelopment of the former North Deniliquin Tennis Court site have both been identified as priority projects through Council strategic documents.

COMMUNITY STRATEGIC PLAN

These projects align with Outcome 1 – A great place to live

FINANCIAL IMPLICATIONS

Through this program it is proposed that Council allocate the remaining \$310,000 of merger interest money that is available. All other funding will be sourced through the funding program. Council will be required to fund the ongoing maintenance of these projects. The two projects proposed will upgrade existing sites and Council assets and will minimise wherever possible the creation of new assets.

LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

Nil

9.13 DRAFT RECREATION STRATEGY**Author:** Julie Rogers, Manager Environmental Services**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

That Council:

1. Exhibit the draft Recreation Strategy for a minimum period of 28 days; and
2. Receive a further report upon completion of the exhibition of the draft Recreation Strategy.

BACKGROUND

Council appointed MAK Planning in 2019 to prepare the draft Recreation Strategy and it has now been submitted for Council consideration. Attachment 1 is the Draft Strategy.

ISSUE/DISCUSSION

The brief for the project required the following outcomes:

- Review the current provision of recreation and community facilities and assess sustainability of facilities and clubs/groups to understand any opportunities for consolidation;
- Review existing Council service levels provided across all recreation and community facilities and provide a recommended approach to achieve equity within Council's available resources;
- Review existing recreation and community facilities and undertake building inspections to develop a prioritised list of asset maintenance and renewal requirements;
- Develop a suite of lease/licence/user agreements for all Council recreation and community facilities that are in line with proposed service levels;
- If required, recommendations for improved governance arrangements to ensure effective and efficient management of recreation reserves; and
- Develop a prioritised list of next steps to implement findings and provide a list of required recreation and community facility projects.

Council has reviewed the document and provided initial feedback. Draft recommendations around future governance models for certain user groups have been removed and deferred to the committee review which is currently underway.

The Draft Strategy identifies 22 recommendations to be implemented over a number of years. Key recommendations include:

- Facilitating a program of education and training for sport and recreation groups
- Preparing a Masterplan for Rotary Park prior to any further investment in the facility and a Masterplan for Pretty Pine Recreation Reserve with a focus on equestrian activities
- Reviewing service provision across recreation reserves
- Implementing a new MOU framework with user groups
- Reviewing fees and charges

STRATEGIC IMPLICATIONS

The draft Recreation Strategy provides a strategic framework for the provision of services clubs/groups within Edward River Council.

COMMUNITY STRATEGIC PLAN

The draft Recreation Strategy meets target 1.3 *'our community and public spaces are accessible and inclusive and reflect our history, heritage and culture'* and target 3.3 *'we plan for the future to accommodate and facilitate sustainable growth and development'*.

FINANCIAL IMPLICATIONS

The project is tracking to be completed within its budget.

LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

1. Draft	Recreation	Strategy
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September 2019



Edward
River
COUNCIL



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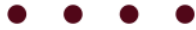
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Appendix 1: Asset Condition Report

Appendix 2: Detailed Organisation Findings

Appendix 3: Sportsground Detailed Levels of Service





1.0 Introduction

Edward River Council engaged MAK Planning and Design to prepare the Edward River Recreation Strategy, the primary focus of which is to undertake a review of Council's service delivery to community sport and recreation. The Recreation Strategy builds on existing Council planning, including the Open Space Strategy and the Public Spaces Strategy.

The Edward River Recreation Strategy is a forward-looking plan that provides direction to the provision and management of land, assets and resources utilised by sporting clubs across the Edward River region. The key focus is on understanding current and developing new, service levels. Service provision to recreation reserves, community facilities and clubs, varies between the two former Councils. The Recreation Strategy identifies any differences in service provision and provides recommendations for new levels of service provision in the future that are suited to the financial capacity of Edward River Council.

The Project Brief identified that the Recreation Strategy was to achieve the following:

- » Review the current provision of recreation and community facilities and assess sustainability of facilities and clubs/groups to understand any opportunities for consolidation.
- » Review existing Council service levels provided across all recreation and community facilities and provide a recommended approach to achieve equity within Council's available resources.
- » Review existing recreation and community facilities and undertake building inspections to develop a prioritised list of asset maintenance and renewal requirements.
- » Develop a suite of lease/licence/user agreements for all Council recreation and community facilities that are in line with proposed service levels.
- » If required, recommendations for improved governance arrangements to ensure effective and efficient management of recreation reserves.
- » Develop a prioritised list of next steps to implement findings and provide a list of required recreation and community facility projects.

In developing the Recreation Strategy, the key tasks have been to:

- » Confirm current services and service levels by engaging with the clubs and organisations and key Council staff. Within Council this has required time meeting with Council's parks and gardens, maintenance, engineering and asset management staff to develop existing service levels, understand cost structures and confirm current service provision across all recreation services.
- » Consulted with most external groups to understand their sustainability, future plans, proposed projects, membership structure etc. The external groups were¹:
 - Basketball Stadium Managers
 - Blighty AFL Club
 - Blighty Netball Club
 - Blighty Tennis Club
 - Conargo Recreation Reserve
 - Deniliquin & District Cricket Association
 - Deniliquin Athletics Club

¹ Where the group has no active sport the focus of the reporting has been on asset reporting only.

- Deniliquin Boat Club
 - Deniliquin Bowling Club
 - Deniliquin Clay Target Club
 - Deniliquin Collectors' Club
 - Deniliquin Cycling Club
 - Deniliquin District Soccer Club/Wanderers
 - Deniliquin Drivers Rugby Union Football Club
 - Deniliquin Field and Game
 - Deniliquin Golf Club
 - Deniliquin Lawn Tennis Club
 - Deniliquin Motorcycle Association Inc.
 - Deniliquin Netball Association
 - Deniliquin Pastoral and Agricultural Society
 - Deniliquin Pony Club
 - Deniliquin Racecourse Trust
 - Deniliquin Racing Club
 - Deniliquin RAMS Football and Netball Club
 - Deniliquin RSL
 - Deniliquin Skate Park
 - Deniliquin Sporting Car Club
 - Deniliquin Swimming Pool Managers
 - Deniliquin Tentpegging Association
 - Pretty Pine Pistol Club
 - Pretty Pine Recreation Reserve
 - Rovers Football and Netball Club.
- » Prepared an asset maintenance report through inspection of Council-owned or controlled reserves:
 - » Benchmarking with other like Councils to understand how the Edward River service compares. This included reviewing Council's current fees and charges structure, lease agreements etc. for recreation facilities and user groups.
 - » Developed recommendations in regard to service level targets, service delivery methods, governance arrangements and fees and charges.
 - » Presented the findings to Council.





2.0 Background Research

Council Plans and Policies

The study team was provided with a number of Council documents relevant to the development of this Strategy.

There is no previous sport and recreation plan or strategy, so this document is Edward River Council's first planned review of the provision of sport and recreation in the newly amalgamated Council area.

Edward River 2030—Community Strategic Plan 2018-2030

The Community Strategic Plan was developed through extensive community, industry and government consultation. Through the consultation a shared vision underpinned by five strategic outcomes was developed:

1. A great place to live
2. A prosperous and vibrant economy
3. A valued and enhanced natural environment
4. A region with quality and sustainable infrastructure
5. A community working together to achieve its potential.

Each outcome is supported by a number of targets which, together, will be achieved over the life of Edward River 2030.

Edward River Council Delivery Program (2018 to 2021)

This plan is a combined Edward River Council Delivery Program for the years 2018 to 2021 and an Annual Operational Plan for 2018-19.

The plan aligns with our 'Edward River 2030' Community Strategic Plan and includes the same five strategic pillars

and targets.

Under Outcome 1: A great place to live there are three targets. Target 1.2 is "Our community is safe, happy and healthy, both physically and mentally". An action under this target is to "Undertake a Sportsground Equity Review to realign service levels and clearly define Council's and user groups' roles. This strategy contributes to this target.

Grants Policy

This policy applies to all financial assistance granted by Edward River Council to the community with grants up to \$5,000 for not-for-profit community organisations.

Financial assistance can be in the form of cash, in-kind and the waiving of fees or charges subject to the requirements of Sec 610E of the *Local Government Act 1993*.

This policy seeks to align community grants with Council's strategic objectives and community vision. The objectives of the community grants program are to:

- » Assist and increase residents' participation in their community.
- » Provide assistance to community groups.
- » Assist in the development of innovative solutions to local issues.
- » Assist groups and volunteers to develop skills and build capacity.
- » Encourage the sustainability and better governance of community organisations.



Deniliquin Motorcycle Association Inc, Deniliquin



3.0 Assets

Asset Audit

Scope

As part of the development of the Recreation Strategy an asset audit was undertaken for the nine nominated precincts:

1. Deniliquin Skate Park
2. Deniliquin Stadium
3. Rotary Park
4. Deniliquin Swim Centre
5. Hardinge Oval
6. Memorial Park
7. Conargo Recreation Reserve
8. Pretty Pine Recreation Reserve
9. Blighty Recreation Reserve.

A full report has been provided separately to Council along with spreadsheets that allow detailed analysis. A high-level summary is presented in this section. A more detailed summary can be found in Appendix 1.

Purpose

Assets are essential for delivering many types of sport and recreation outcomes. For instance, delivering learn-to-swim outcomes invariably requires a swimming pool. It would be extremely difficult, if not impossible to deliver such programs without access to a swimming pool asset.

When a decision has been made to either acquire or create an asset then there is a contingent liability to ensure that funds and other resources are provided to maintain and refurbish that asset to a desired level of

service throughout its useful life. Through-life costs could represent some 80% of the total cost of ownership of the assets or facility.

Council's direction in regard to the asset audit was to report on:

- » the condition of the facilities including description, age, design, performance
- » current issues including access and equity (Disability Design Compliant)
- » identify any risk management issues both from a physical and a usage aspect
- » report on CPTED issues
- » report on any health and safety issues
- » develop a 5-10-year work program identifying known or potential asset issues.

The activities catered for in the precincts range from specific regional level activities through local community-based club activities, to individual skill activities (skating-boarding). While the age of the buildings in the precincts range from nearly 50 years old (e.g. built in the 1970s) through to recently completed facilities, they would generally be considered more than 20 years old on average. The construction types are covered in more detail in later sections. Whilst Council has overall responsibility as the custodian, several of the facilities have been funded, developed and managed by various bodies. This widely differing portfolio has its own unique challenges in meeting long term planning commitments.

It is also recognised that through the recent merger of previous Deniliquin and Conargo Councils, specific asset

management policies, procedures and practices are still being developed and evolving to meet the new challenges.

It is within this environment for the project that the audit:

- » Reviewed the physical condition of the assets from strategic perspective against relevant standards, and codes.
- » Identified any significant non-compliance or structural issues
- » Identified remedial backlog and rehabilitation actions required to return the asset to minimum Levels of Service and Condition
- » Established any accessibility, health and safety issues that may impact on service delivery.
- » Established buildings that could be considered for disposal or significant renovation.
- » Identified any matters that might assist in moving asset management forward.

Portfolio Performance

For detail readers are referred to Appendix 1 but as a high-level summary the audit found that, generally, given that there is a reasonable spread of age across the facilities, their overall condition is suitable.

Having said that there is still a reasonable maintenance effort that will be required to bring the portfolio up to the desired standard.

Budget

A 10-year budget plan has been developed for the assets subject covered in the audit.

The audit report has used generic naming for types of maintenance. These names are generally consistent with Council and other governments naming conventions. For clarity the specific maintenance terminology used is shown in Table 1.

The 10-year plan budget is shown in Table 2. It should be noted that budget does not include routine maintenance costs (servicing, preventive, corrective, code compliance, cleaning) except where a specific need is evident. Thus, the figures in Table 2 are over and above regular and routine maintenance.

In Table 2, it can be seen that at the time of the audit there was \$330,728 in backlog maintenance (approximately \$138,771 of that was on Memorial Park). To address backlog maintenance will require a concerted effort and no doubt a special budget allocation.

Over ten years maintenance budgets of \$4,716,639 are estimated to be needed. However, Council has received funding through the Stronger Communities Program to address some of these issues. Once that budget is applied the total for maintenance budget for the particular facilities over the next ten years is \$2,426,639.

An issue that is taken up later in this report concerns the clarity around organisations' responsibility for maintenance as well as the various organisations' capacity to fund the maintenance or their expertise to undertake the maintenance. With a number of organisations not having a formal tenure arrangement their understanding of their maintenance responsibility may well be different from what Council believes it is (or should be).

Table 1: Definitions for maintenance terms

Category	Definition
Backlog	Backlog maintenance is the work required to return or bring the facilities to a minimum standard of performance, condition and/or operation. Could result from deferment or operational issues.
Maintenance	All actions necessary for retaining as near as practicable to an appropriate service condition including regular ongoing day to day work. Includes where portions of assets fail and need immediate repair to make asset operational, or presentation needs. Terms used here include preventative, corrective and routine maintenance. Budgets provided annually and are generally completed within the year.
Renewal	Refurbishment of various elements that require cyclic work which does not increase the design capacity from its original design capacity or its useful life. Includes minor modifications to improve safety etc. Identified and budgeted for periods in excess of one year.
Replacement	Replaces various components or assets, and generally extends the life of the assets but not necessarily the overall life of the building. Generally, is provided as a class of assets from capital funds.
Enhancement, Upgrade	Generally, relates to significant changes to the building such as modifications, enhancements, refurbishment that increases the life, or changes use of the building. It is capital in nature.

Table 2: 10-year maintenance budget projections

Year	CAPEX Type				Total
	Backlog	Renewal	Replacement	Enhancement	
Backlog	\$330,274	\$0	\$0	\$0	\$330,274
2019	\$0	\$56,295	\$0	\$2,300,000	\$2,356,295
2020	\$0	\$354,995	\$20,500	\$0	\$375,495
2021	\$0	\$368,950	\$25,000	\$0	\$393,950
2022	\$0	\$97,170	\$20,625	\$0	\$117,795
2023	\$0	\$82,685	\$69,400	\$0	\$152,085
2024	\$0	\$101,425	\$5,500	\$0	\$106,925
2025	\$0	\$210,410	\$52,500	\$0	\$262,910
2026	\$0	\$45,950	\$133,100	\$0	\$179,050
2027	\$0	\$74,510	\$178,600	\$0	\$253,110
2028	\$0	\$155,750	\$33,000	\$0	\$188,750
Total	\$330,274	\$1,548,140	\$538,225	\$2,300,000	\$4,716,639



Recreation Reserve, Pretty Pine



4.0 Consultation

Edward River Council

Council officers that are involved in the provision of open space provided input to the study and the broad themes emerging from the discussions are presented below.

- » A unique aspect of sport in Edward River is that most clubs play in Victorian leagues, despite being in NSW. Problems that arise from this include:
 - development officers in Victoria cannot conduct camps in NSW while NSW Development officers do not offer the service as the clubs play in a Victorian competition
 - Clubs cannot apply for Victorian government grants and have little success with NSW grants as they are playing in Victorian competitions.
- » The new Crown Lands Act will bring with it changes to the way that Council manages Crown Land under its control (see the text box for further information).
- » MOUs need to make it clear what is permissible. As an example some clubs are reportedly charging schools for usage. New MOUs need to make it clear that school usage is to be free of charge.
- » Council's financial system does not allow for the breakout of financial information that can assist the study. Changes are being made to how information is coded but these have not been implemented yet.
- » RAMS (Murray Valley League) and Rovers (Picola League) play in different leagues (Blighty also plays in the Picola League). Clubs are paying players while Council is undertaking most of the maintenance at their grounds.
- » ERC has a water license for 5,500 megalitres. Some of this is allocated to the racecourse (50 megalitres) and golf course (200 megalitres).

Crown Land

The Crown Land Management Act 2016 (CLM Act) commenced on 1 July 2018, introducing a consolidated, modern piece of legislation to govern the management of Crown land in NSW.

The CLM Act introduces significant changes to the management of Crown land by councils. Specifically, Councils will now manage their dedicated or reserved land as if it were public land under the Local Government Act 1993 (LG Act). Most of this land is expected to be classified as "community land" under the LG Act, meaning that councils will be required to have plans of management in place for the land. The CLM Act provides a transition period of three years from commencement for councils to have these plans in place.

There will remain some marked difference for the management of Crown land and the management of 'public land' under the LG Act as a result of additional statutory requirements provided by the CLM Act, which will be reflected in guidance provided to councils. This primarily relates to the management of native title responsibilities on Crown reserves.

Source: <https://www.olg.nsw.gov.au/crownland> (March 2019)

Organisations

An attempt was made to talk, one-on-one, with the sport and recreation organisations of Edward River that are the focus of this Strategy. This was largely successful. Only two organisations did not respond. The Deniliquin RSL Club did not respond but information from a previous consultation in regard to the Edward River Open Space Strategy has been included. The Blighty Football Club, despite numerous attempts, did not provide a response.

To ensure that the information was consistently collected a set of questions was developed and used at each meeting. In some meetings it was completed during the meeting but in other cases it was also taken away so that broader input could be provided and then it was returned to the consultants.

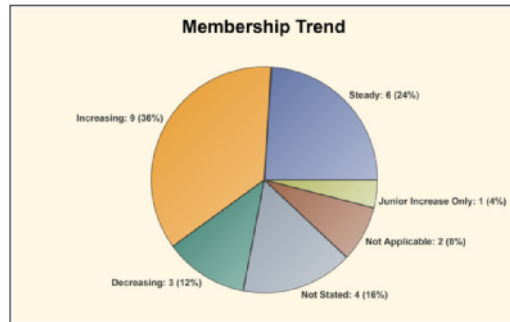
Detailed response tables can be found in Appendix 2. These tables set out the comments and information for each organisation. A consolidated summary is presented below.

Membership

Clubs were asked to provide current membership numbers for juniors, seniors and social membership and over the last three years which indicated a stable, growing or declining participant base. The results are shown in Figure 1.

For the most part, clubs have stable or increasing memberships—64% of all clubs.

Figure 1: Organisation Membership



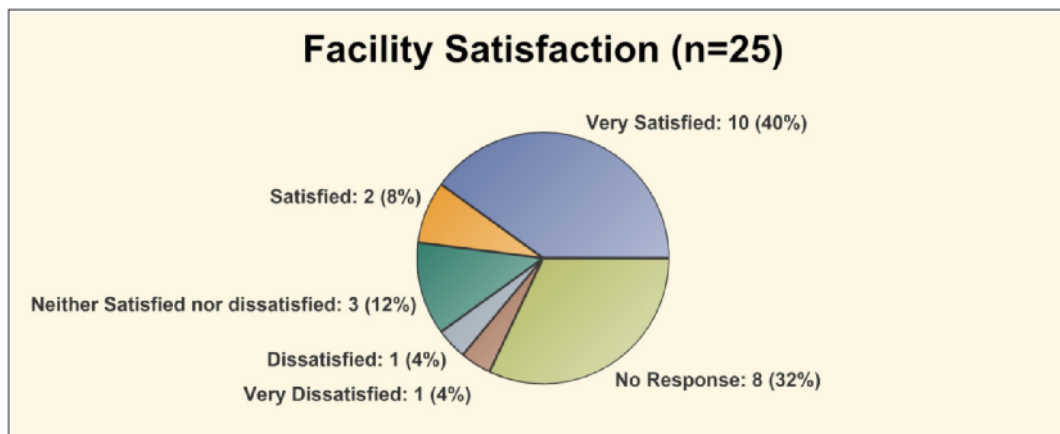
Planning

Organisations were asked if they have a club development plan and/or a risk management plan. These plans, while important in their own right, are a good surrogate indicator of the level of organisational planning that is being undertaken.

Club Development Plans can cover issues such as facility development, volunteer management and the growth and structure of the club/sport and athlete/participant development.

Of all respondents 39% had a Club Development Plan, 23% did not and 19% were planning to develop one. 19% of clubs did not respond to the question.

Figure 2: Facility Satisfaction



Organisations were asked if they had a Risk Management Plan to lead and guide the management of risk. A Risk Management Plan is essential for every organisation and can cover issues such as risks to the facility, sporting and recreation activities, cyber-theft, security, events management, financial risk and fraud.

Of all respondents only nine organisations indicated that they had a risk management plan.

Facility Satisfaction

Organisations were asked to reflect on their level of satisfaction with the facilities that they currently use and rank their facilities somewhere between Very Satisfied and Very Dissatisfied (see Figure 2).

While 32% of respondents did not answer the question, of those that did most were Very Satisfied with their facilities. Only one club was Very Dissatisfied with their facility while another was Dissatisfied.

Common reasons for dissatisfaction included:

- » Disability access to facilities
- » Toilets—general and universal access
- » Clubhouse extensions and repairs
- » Drainage and all-weather access.

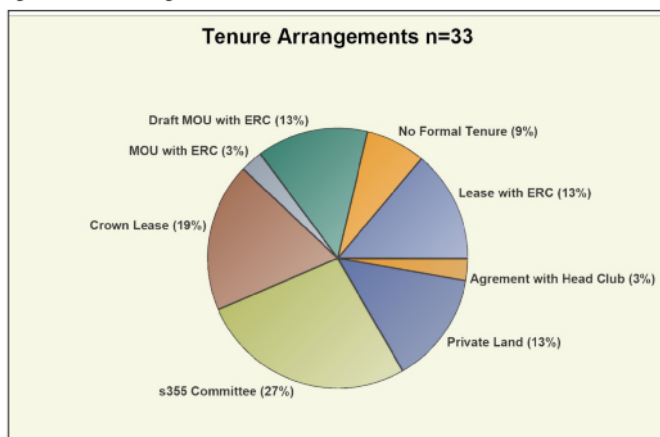
Activity Trends

- » Many clubs would like to have increased levels of participation by juniors.
- » Many clubs have or are introducing activities specifically to attract more junior participants.
- » A small number of clubs are in a redevelopment phase and are still setting up activities and events to grow their sport or recreation activity.
- » Many clubs simply want to expand on the number and type of activities they are running now to retain their current members and attract and retain new members.

Facility Issues

- » Club house age, condition, design, absence or accessibility are issues for a number of clubs.
- » A number of clubs have access issues to the grounds and facilities when wet.
- » Disability access is an issue across many club buildings and amenities/toilets.
- » At least one club is experiencing capacity issues with their playing space and facilities.

Figure 3: Tenure Arrangements



Facility Ownership and Management

The current tenure and management arrangements between Edward River Council, the NSW State Government and sport and recreation organisations varies considerably. Figure 3 indicates the diversity and complexity that occurs across the region.

About one in four clubs or organisations do not have a formal tenancy agreement with the landowner, which is most often the Edward River Council.

Thirteen percent of organisations are on private land and most often owned by the organisation.

The largest cohort though are clubs or organisations that use a multi-functional ground or facility where it is managed through a Section 355 committee under the *Local Government Act 1993*.

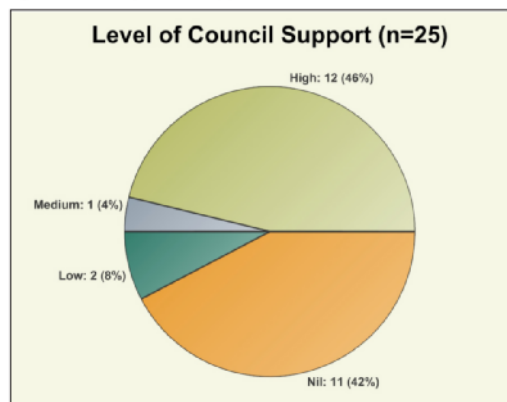
Section 355 Committees are committees of Edward River Council that have representation from the community and may have a budget provided. They are most commonly used where a number of organisations are using a single complex or facility.

Relevant Section 355 Committees in Edward River are:

1. Memorial Park Users Advisory Committee
2. Blighty Advancement Committee
3. Wanganella and District Advancement Committee
4. Mayrung Advancement Committee
5. Booroorban Social and Sporting Club
6. Pretty Pine Ground Committee
7. Conargo Memorial Hall.

Council Support

Figure 4: Levels of Council support



It is in the area of financial and in-kind assistance that Edward River Council provides to its local sport and recreation clubs that on the face of it shows the greatest disparity. What is evident however, is that clubs on Council-owned or controlled land of both previous Councils (Deniliquin and Conargo) were relatively well looked after compared to those on private or state government land with a crown lease.

All clubs or organisations on private or state-controlled land in Edward River Council are incorporated not-for-profit organisations.

The pie chart above (Figure 4) is sourced from information from Council's Manager for Operations and represents their opinion on relative levels of service. The details that were obtained from clubs does vary from this. It is speculated that the variance may be the result of the amalgamation process i.e. what happened before amalgamation and after has changed in some instances.

Key Points

The following priorities or key messages have been summarised for each organisation. The points are only a snapshot and a full review of each organisations' comments in Appendix 2 needs to be undertaken to fully understand the needs and/or plans of the organisations.

Basketball Stadium Managers

- » The car park needs to be resurfaced and the entrance road widened
- » Landscaping of Rotary Park to make it more attractive
- » Improve the walking and cycling access across Cobb Highway
- » Add a barbecue and playground

Swimming Pool Managers

- » Pool is being repaired and should have a life of 10-15 years
- » A splash park is now constructed which should have wide appeal
- » Solar water heating with pool blankets would extend the season

Blighty AFL Club

- » No response despite many attempts to arrange a discussion

Blighty Netball Club

- » New clubhouse (and this has now been completed)

Blighty Tennis Club

- » New clubhouse (and this has now been completed)

Deniliquin Athletics Club

- » More storage areas
- » A second discus area
- » A synthetic running track

Deniliquin Boat Club

- » Improved disability access
- » Clubhouse improvements

Deniliquin Bowling Club

- » Lighting of one green for night bowls
- » General maintenance

Deniliquin Clay Target Club

- » Accessible toilets
- » Road maintenance

Deniliquin Cycling Club

- » Showers in a park in Deniliquin for use after a ride

Deniliquin & District Cricket Association

- » Amenities closer to the main oval
- » Replacement of the turf wickets
- » If lighting was available would play at night

Deniliquin District Soccer Club/Wanderers

- » All-weather access road and car park (including improved drainage)
- » A new clubhouse

Deniliquin Drovers Rugby Union Football Club

- » All-weather access road and car park (including improved drainage)
- » A new clubhouse

Deniliquin Field and Game

- » Disability access to toilets
- » Establishing a field plan/ tree planting

Deniliquin Golf Club

- » Upgrade kitchen
- » A disabled toilet

Deniliquin Lawn Tennis Club

- » Synthetic surface on some courts (funding is now available)

Deniliquin Motorcycle Ass Inc

- » Toilets/canteen/dust suppression

Deniliquin Netball Association

- » Toilets and change rooms
- » Compliant courts (must have five courts)
- » Extend the club rooms
- » Landscaping and drainage

Deniliquin Pastoral and Agricultural Society

- » New public toilets at Memorial Park

Deniliquin Pony Club

- » An electricity connection (as the generator is ageing)
- » Compliant disabled toilets

Deniliquin Racing Club

- » Always upgrading amenities (ongoing)

Deniliquin RAMS Football and Netball Club

- » New viewing area to football from inside the clubhouse (funding now available)
- » Upgrade the lights on the oval
- » A playground and kitchen upgrade (funding now available)

Deniliquin Sporting Car Club

- » Track drainage

Deniliquin Tentpegging Association

- » Would need larger stables at Memorial Park to attract an event

Pretty Pine Pistol Club

- » The facility is only partially built. Priorities are electricity, water, clubhouse, ranges (fit-out)

Rovers Football and Netball Club

- » A private medical room
- » Deck to the clubhouse
- » Children's playground (funding now available)
- » Lighting upgrades

Others

The following groups basically had no major issues or needs and were content with their facilities and operations:

- » Deniliquin Collectors' Club
- » Deniliquin Racecourse Trust
- » Deniliquin RSL – tennis courts and bowls

Across all groups there were some generic issues, namely:

- » difficulty accessing grants
- » not enough coaches and officials/obtaining training for same
- » declining volunteer levels
- » the cost of maintenance.

Benchmarking

A benchmarking exercise was undertaken with six other local governments of a broadly similar size¹ in a rural environment with a main town/city and outlying villages to understand alternative approaches to sport and recreation provision. A number of these councils have undergone amalgamation in recent times. The local governments that were interviewed included:

1. Western Downs Regional Council, Qld
2. Richmond Valley Council, NSW
3. Maranoa Regional Council, Qld
4. Griffith City Council, NSW
5. Gunnedah Shire Council, NSW
6. Narrandera Shire Council, NSW

The results of the consultation can be found in Table 3.

Organisation Descriptions

For context some brief information on each organisation can be found below.

Western Downs Regional Council, Qld

Western Downs is a large region of 38,039km². It located 2.5 hours' drive west of Brisbane with a population of 34,000 people.

The region has a diverse economy, vibrant active communities and the extensive infrastructure and multi-billion-dollar energy investments. The region is located in the heart of the resource rich Surat Basin. The region has a diversified energy portfolio with five pillars of energy generation: coal, gas, ethanol, wind and solar.

Richmond Valley Council, NSW

Richmond Valley Council was formed in February 2000 as a result of the amalgamation of the former Casino Council and Richmond River Shire Council.

The Council area is approximately 3,050km² and has a total population of 22,000 and is growing at a rate of 0.4% per year (State average 1.2%).

Richmond Valley region has a low Socio-Economic Indexes for Areas (SEIFA) score and Council is acutely aware of the community's capability and capacity.

Maranoa Regional Council, Qld

The Maranoa region is located in southwest Queensland approximately 480km west of Brisbane. Covering an area of 58,830km² and home to approximately 13,000 people, the region maintains a proud and productive rural industry which in more recent years has been complemented with industrial expansion in the energy and tourism sectors.

The town of Roma, with an approximate population of 6,950 is the dominant urban centre and acts as the region's primary hub for commerce, education, health, transport, government, retail and financial services.

Also located in the region are the towns and villages of Injune, Mitchell, Surat, Wallumbilla and Yuleba which act as important community and retail centres that service the immediate needs of residents located in their close proximity.

Maranoa Regional Council was officially formed on the 15th March 2008 as part of the Queensland Local Government Reform processes introduced by the Queensland State Government. The new Council area was established through the amalgamation of Roma Town Council, Bungil Shire Council, Bendemere Shire Council, Waroo Shire Council and Booringa Shire Council.

Griffith City Council, NSW

The City of Griffith is a local government area in the Riverina region of south-western New South Wales, with a population of 25,641. The area comprises 1,640 km² and is located in the Murrumbidgee Irrigation Area.

In addition to Griffith, the area includes the towns and villages of Willbriggie, Hanwood, Beelbanger, Bilbul, Yoogali, Widgee, Yenda, Lake Wyangan, Tharabogang and Warburn.

Gunnedah Shire Council, NSW

Gunnedah Shire Council has a population of approximately 12,826 (9,700 in the town of Gunnedah) spread over approximately 5,000km². Gunnedah Shire is situated within the Liverpool Plains, a fertile agricultural region, with 80% of the surrounding shire area devoted to farming.

Gunnedah Shire includes the town of Gunnedah and surrounding villages of Curlewis, Breeza, Carroll, Mullaley, Emerald Hill, Tambar Springs and Kelvin.

Gunnedah Shire is a commodity hub and major destination on the intersection of the Kamilaroi Highway Touring Route and Oxley Highway.

Narrandera Shire Council, NSW

Narrandera Shire is a large shire in the geographical centre of the Riverina in south-western New South Wales. The shire's population is 3,746. The Shire is located adjacent to the Sturt and Newell Highways and encompasses 4,116km².

The present Narrandera Shire was formed on 1 January 1960 by an amalgamation of the previous Narrandera Municipality and part of the Yanko Shire.

The Shire includes the town of Narrandera and the villages of Grong Grong, Binya and Barellean.

¹ Edward River Council's area is 8,881 km²

Table 3: Results of benchmarking

Element	Western Downs	Richmond Valley	Maranoa
Tenure Arrangements	<p>Council has no formal arrangements and it is different from town to town depending on what the previous (pre-amalgamation) council did.</p> <p>Council does not want to go in with a "big stick" but they will likely review these arrangements over the next 18 months and develop and implement an agreement or licence.</p> <p>Nearly all clubs and organisations use Council owned land.</p>	<p>Council only has one lease—a long term lease for the greyhound club and they pay licence fees.</p> <p>For Crown land—temporary/ short term licences for 12 months under the Crown Land Act, using the Crown's template.</p> <p>For Council Land—Council Agreement for 12 months only .</p> <p>New paperwork is issued every 12 months. One person does this job full time—Property Officer.</p>	<p>Of the organisations with formal tenure About 90% of organisations have a user agreement and 10% a lease.</p> <p>Following a two-year push about 60% of clubs have formal tenure. This is ongoing.</p>
Council Support to Organisations	<p>For clubs on Council land Council pays all rates and maintains the fields and/or courts. Clubs have to maintain their buildings and structures.</p>	<p>For clubs on Council land it is different across properties. At the main sports park Council has service agreements with the clubs. At the Showground it is all up to the clubs though Council is looking at assistance with mowing.</p> <p>For clubs on State land Council's assistance is the same—no distinction is made.</p>	<p>For clubs on Council land Council does mowing but not building maintenance—clubs have to do their own maintenance. Council provides assistance with electricity and grant writing (council has a dedicated staff member for writing grants).</p> <p>For clubs on State or private land Council helps with grant writing, provides a reduced fee for water connections and has a not-for-profit rate waiver.</p>
Fees (typical fees for key activities)	<p>Broadly, Council does not charge any group for the grounds. In return clubs are expected to fund and maintain all facilities. Council mows the grass. There is an exception in Chinchilla where Council supplies a full-time groundsman and curator. Fees in this case for the three groups start at \$6,000—\$8,000 each.</p> <p>Hall hire charges are in the order of \$120—\$150 (a little more or less depending upon quality) per day. A discount of 50% applies to hires of 4 hours or less.</p>	<p>In the main the fees are charged on a 'per week' basis and by the number of fields or courts used. Typical fees are soccer/ rugby league—\$26 field/week. Cricket—\$19/week. Council mows the facilities. There are additional fees for line-marking or lights if required.</p> <p>In the case of public halls Council charges a per hour rate or per day rate. The per day rate is generally just slightly less than a three-hour hire cost.</p> <p>In the larger centres with multiple rooms it is possible just to hire the room. Rates for room hire average around the \$30/hour for community groups. The rate is less if the group is conducting "community service activities. The rate for individuals and government/commercial entities is higher. There are additional fees for extras as well as higher rates after 6pm.</p>	<p>Fees are not well defined. In fact many groups that have been using fields or courts for many years pay no fees. Users of showgrounds and associated sporting infrastructure usually pay fees.</p> <p>Many groups are on leases and their fees are set individually. In cases where Council is a trustee for Crown land and holds a lease with the tenant, Council is trying to have the tenant obtain a lease direct with the Crown on renewal. There is some resistance from groups to this as they are concerned that they may lose Council's assistance, particularly with mowing.</p> <p>Halls are broken up into Category 1 and 2 venues. A hire fee for a local organisation for a day would be \$150.60 (Cat 1) or \$273.64 (Cat 2). There are extra charges for chairs, equipment and cleaning</p>

Griffith	Gunnedah	Narrandera
<p>Council uses a booking system for fields and courts and they are freely available for use. Council maintains grounds and buildings.</p> <p>The Griffith Ex-Servicemen's Club runs the major sporting complex in Griffith that caters to a wide variety of sport codes.</p> <p>The Griffith Leagues Club also own and maintain their own rugby and soccer fields.</p>	<p>A Facility Agreement form is required and it is sent through to Council with the event requirements and relevant insurance policy.</p>	<p>Clubs mostly have a regular playing area and use an annual calendar booking system to secure the space. It is first-in, best dressed. Council sorts out any conflicts when clubs cannot sort it out themselves. It is hoped that the booking system will be on-line in the future.</p> <p>Changes to the Crown Lands Act will cause things to change (Plans of Management).</p>
<p>For clubs on Council land Council does all the maintenance</p> <p>For clubs on State land if Council is the trustee then Council does all maintenance. If Council is not the trustee then it does no maintenance.</p> <p>For clubs on private land Council provides rate relief and may provide assistance on request.</p>	<p>For clubs on Council land or State land where Council does all mowing, grounds and building maintenance (based on events and the season)</p>	<p>For clubs on Council land the Council provides line marking, cleaning (Council charge a fee but is working towards no longer providing the service), power (Barellan) and synthetic pitch maintenance.</p>
<p>Regular sports clubs are not charged a fee for the use of the grounds. Fees do apply for various services such as line-marking, garbage collection, lights etc.</p> <p>There is a complicated set of fees at the Griffith Sports Stadium and there are lease fees around the \$550-\$600 per annum for community groups at Dalton Park (racecourse).</p> <p>Hall fees are broken up according to permanent and casual booking and then again by type of entity (community, individual, commercial etc) and then again by hour or day rate.</p> <p>As an example a community group hiring the senior citizens hall for the day would pay \$120.00.</p> <p>Optional charges apply for a cleaner and equipment hire.</p>	<p>For community groups the fee is "set to enable a contribution towards the cost of providing the service. Balance of costs are met from General Fund. In setting the price, Council recognises a community need for the good/service and the fee must be set at an affordable level".</p> <p>Sporting users pay either an annual access charge or a casual hire charge. Annual fees vary from around \$300 through to \$870 with an average around \$476 (median \$291). Daily rates for fields are in the range of \$40-\$60/day.</p> <p>Service charges such as line marking and wicket preparation are at cost plus 20%.</p> <p>Council does not control the rural halls and so is not involved in setting fees.</p>	<p>Fees for sporting groups vary. The fenced facilities at Narrandera Sports ground (that allow fees to be charged) are based on a home game and are \$430 for seniors and juniors with additional charges if lights are used. For finals games and special matches fees are \$1,158 per game.</p> <p>At the unfenced Henry Mathieson Oval junior sports clubs are free.</p> <p>Halls are hired by the room or by the complex. A single room hall is less than \$100/day. A multi-room venue is closer to \$200/day for the whole complex.</p> <p>There are additional costs for equipment hire e.g. a food warmer (\$20); a chair (\$1); coolroom (\$30).</p>

Table 3: Results of benchmarking (continued)

Element	Western Downs	Richmond Valley	Maranoa
Issues facing Council or sport and recreation organisations	<ul style="list-style-type: none"> » Drought is affecting participation. » Costs—even though Council contributes extensively it is still expensive to run a club. » Rural decline is generational (e.g. its only 3.5 hours to go to the Gold Coast). Rural decline leads to a decline in membership, the ageing population are not able to keep up with the maintenance etc. 	<ul style="list-style-type: none"> » Lack of volunteers to manage clubs. » Lack of planning—clubs trying to achieve things without communicating with Council. Council is trying to get clubs to think long term and start planning. Planning is done on a case by case basis. » Lack of communication—officers are working on developing rapport with clubs: proactive communication with clubs. 	<ul style="list-style-type: none"> » Declining memberships leads to lack of volunteers which in turn effects governance. » There is a divide between those clubs with grant writing skill and capacity and those clubs without. Clubs with the skills are getting the funding. » Lack of planning—need to move to a three-year plan: a simple one-page document. » Communication needs to be two-way. Changes in committees is frustrating along with many other "lack of talk to each other" issues
Communication	Council has a dedicated Community Activation and Community Development Officers that manage all communications with the clubs.	Council maintains an "email alert" database for quickly distributing messages. Each year a list of priority capital works is issued to clubs with the new licence agreements. Clubs are encouraged to apply for grants to achieve items on the list.	Have five advisory committees for the major sports venues. Each have Councillors sitting on them. Reports are received at Council. Initially meetings are every two months but after establishment they are quarterly.
Council provided training	Workshops provided by Sport and Recreation Services (State Government) are the main form of training.	The Grants team run workshops on how to write grants in Casino and Evans Head.	Workshops provided by Sport and Recreation Services (State Government) are the main form of training. Council does not have a training budget but it does open up Council training to the community where relevant.

Common Themes

Some common themes emerged from the benchmarking:

- » Councils are managing tenure through short term arrangements and an annual booking system. Generally, councils are avoiding leases due to the workload, the time it takes, and the costs involved. This lack of long-term tenure is causing some issues with grant applications to State governments.
- » Leases are favoured only when clubs want to make a substantial investment on the site.
- » Most councils are providing full maintenance to fields and court. Some councils attempt to recover a proportion of the costs while others do not. Some councils also maintain the buildings. Many clubs have their water and electricity paid for or subsidised by the council. Only clubs on private land receive little or no in-kind or regular assistance from the council. Most councils treat clubs on Crown (State) land as if they were on Council land in terms of regular maintenance and other in-kind assistance.
- » Councils are using emails and phone calls as the main method of communication.
- » Councils are rarely providing training to club members on any topic. In Queensland, councils use the State provided training when it is offered.
- » Clubs attracting and retaining volunteers is a common issue across council areas.
- » Lack of club and organisation planning is also an issue and some councils are trying to address this.
- » The drought, an ageing population, ageing facilities

Griffith	Gunnedah	Narrandera
<ul style="list-style-type: none"> » Lack of capacity of venues to meet demand resulting in the development of a new facility, LGA growth of 14% between censuses, lack of planning and provision of infrastructure: now playing catch up. » The capital and operational cost of the new facility. Council is planning for whole-of-life costing. 	<ul style="list-style-type: none"> » Lack of committee members—a reluctance to stand for positions. » Lack of volunteers to support organisations. » Reduced sponsorship opportunities in regional areas. » Planning—a lack of planning from governing bodies in providing competition draws so clubs can book fields. » Loss of local sport—country town sporting competitions are being absorbed by regional cities. Clubs have to travel more/further. 	<ul style="list-style-type: none"> » Lack of volunteers to support sport and other organisations. » Declining participation numbers in some clubs. » Age and standard and class of facilities: buildings are old and do not meet expected standards. » Participation in sport past 15 years of age.
<p>Council has a Sports Council that meets regularly and for new developments or matters of broad interest a Community Forums process is followed.</p>	<p>Nothing in addition to the standard information that all Councils have— emails, face to face meetings, Council's web page and Council's social media.</p>	<p>Council has two groups. One group is focussed on planning and the other on operational matters at the sports grounds.</p>
<p>Nil</p>	<p>Nil</p>	<p>Nil</p>

and a lack of expertise are affecting participation in sport and recreation and committee membership.

- » Retaining young people in sport is also a common issue.

Ideas for Consideration

- » Maranoa's Community Grants Program where clubs have to provide 50% of the project cost but this can be in-kind, up to \$20,000
- » Narrandera structures its sports field/court/venue fees and charges on a levels of service classification system (high level of service through to low levels of service). These levels of service are always under review.
- » Narrandera hosts a Sports User Group that discusses strategic planning for clubs each year.
- » Richmond Valley has a dedicated officer for short term club licences.

- » Richmond Valley develops, with clubs, a shire-wide annual list of capital works for grants as a pro-active way of helping clubs prepare for grant applications. The list is developed at the same time as the annual licence agreement is issued.
- » Western Downs employs a number of Community Activation Officers who work pro-actively across all community groups including sport and recreation.
- » In Griffith the privately-owned Returned Services Club and the Griffith Leagues Club own and run the city's major sporting venues at no cost to Council.
- » The Griffith City Sports Council hold regular meeting and all major and minor clubs are members.
- » Griffith City Council hosts Community Forums whenever there is a new sport or recreation development on the horizon.



Deniliquin Pony Club, Deniliquin



5.0 Levels of Service

This section discusses the levels of service that Council provides to some sporting clubs. Clubs that are on private land receive no support from Council and this is quite normal across local governments. Clubs that are on Crown land receive less assistance from Council if they have a lease direct from the Crown. In Edward River this includes clubs focussed on shooting; car, horse and motorbike racing, and equestrian sports. This is also relatively normal practice and does not reflect the ownership of the land but the specialised nature of the activity and the fact that public access is not available when the facility is not being used for its intended purpose.

Sportsground Maintenance

An attempt has been made to capture the maintenance that Council performs across the sports portfolio.

The information is set out in the following tables. An attempt to establish the actual cost to Council of the maintenance has been made difficult by the structure of Council's financial recording system. The finance system, as it is currently set up, is not structured to collect costs by individual sports reserve or by function (e.g. mowing).

Council is aware of this deficiency and is implementing a greater number of cost codes to allow better recording and reporting of expenditure in the future. An improved cost capture system will aid Council in setting appropriate budgets and its implementation.

In the interim though Council's Director Infrastructure undertook a manual costing exercise by interviewing field staff to understand their work commitments at each sportsground and through using unit costs was able to establish an estimate of the level of service at each sports reserve. A summary is presented in Table 4 with detailed analysis of the costs shown in Appendix 3. Table 5 sets out for comparison purposes the division of responsibilities between the Council and the management entity at each sports ground.

Table 4: Estimated annual maintenance costs for sport reserves

Facility	Estimated annual cost of maintenance
Memorial Park	\$ 52,145.00
Rotary Park	\$ 24,115.20
Hardinge Street Oval	\$ 26,174.40
Blighty Recreation Reserve	\$24,000.00
Conargo Recreation Reserve	\$38,972.00
Wanganella Recreation Reserve	\$21,236.00
Pretty Pine Recreation Reserve	\$12,500.00
TOTAL	\$199,142.60

Table 5: Comparison of maintenance arrangements across sporting reserves

Function/Reserve	Pretty Pine Recreation Reserve	Wanganella Recreation Reserve	Conargo Recreation Reserve
Management Arrangement	Section 355 Committee (see Note 1) – Pretty Pine Ground Committee	Section 355 Committee (see Note 1) – Wanganella and District Advancement Committee	Section 355 Committee (see Note 1) – Conargo Memorial Hall
Tenure of Tenants	Pistol club tenure is not known.	No tenants	No tenants
Mowing	Management committee undertake the mowing as per their schedule. Council maintains the mower.	A local person is paid to mow the Hall as well as some other areas in the village. The Hall is mowed 30-40 times per year. The mower is provided by council.	The reserve is mowed 30 times per year by council.
Facility Maintenance	Council maintains the facilities (including cleaning the toilets).	Council maintains the facilities (including cleaning the toilets) and the playground. Council empties the bins once per week.	Council maintain the hall. The public toilets are maintained/cleaned 2-3 times per week.
Tree and Turf Maintenance	By committee	By committee	By committee
Irrigation Systems	N.a.	Council maintains the irrigation system.	Council maintains the irrigation system.
Cost of Water	Council pays for an allocation of water	Council pays for water	Council pays for water
Cost of Electricity	Council meets the cost	Council meets the cost	Council meets the cost

Note 1: It is reported that these reserves are managed by Section 355 Committees established under the former Conargo Shire. However, it is also reported that the original paperwork forming the Committees cannot be located, in particular the terms of reference for each Committee.

Blighty Recreation Reserve	Memorial Park	Rotary Park	RAMS
Section 355 Committee (see Note 1)—Blighty Advancement Committee	Section 355 Committee—Memorial Park Users Advisory Committee	Council manages ground. Users have no formal tenure.	Leased
There is no formal tenure between council and the clubs	The Deniliquin Collectors' Club and the Deniliquin and District Cricket Association have MOUs. Other user groups have no formal tenure.	There is no formal tenure between council and the user groups on the sports field. Council has a management contract for the indoor recreation centre.	There is an arrangement between RAMS and the athletics club
Management committee undertake the mowing as per their schedule. Council contributed most of the cost of the mower.	Council undertakes all mowing (except the cricket pitches). The schedule varies. The main oval gets at least 36 mows per year; the smaller oval gets 20-22 mows per year with a greater frequency (weekly) during cricket season and the P&A area approximately 20 mows per year.	Council mows the grounds 26-32 times per year. Council slashes the other areas.	Council mows the grounds 32 times per year.
Council maintain and clean the hall. Council maintain the court facilities and buildings as well as the playground (including inspections). Council does not collect the rubbish bins.	Council maintains the seats around the oval and public infrastructure. The P&A buildings and other club specific buildings are maintained by the user group. The roads and other areas are graded once per year. The public toilets (near DNA) are cleaned and maintained by Council. There are 25 rubbish bins that Council empties. Council inspects the playground.	Council maintains the buildings. The road and car park are graded once per year. The toilets and barbecue are cleaned twice a week. There are 8 bins that Council empties.	The toilets are maintained/ cleaned once per week. Council grades around the field twice per year. Council empties the 26 bins once per week.
All spraying, fertilising and tree maintenance outside of the oval is undertaken by council.	All spraying, fertilising and tree maintenance is undertaken by council.	All spraying, fertilising and tree maintenance is undertaken by council.	RAMS do their own turf maintenance. Council do some minor tree maintenance
Council maintains the irrigation system.	N.a.	N.a.	N.a.
Council pays for the water	Council pays for the water	Council pays for the water	Council pays for the water
Council meets the cost	Council meets the cost in some areas.	Council meets the cost	RAMS

As can be seen the costs to Council vary significantly. While Memorial Park costs the most to maintain at \$52,145.00 the park is used year-round by a significant number of people while also supporting events such as the annual Deniliquin Show.

In comparison, the Conargo Recreation Reserve has no sport being played on it but has an annual maintenance cost of approximately \$38,972.00.

Among the local reserves in Table 5—Conargo, Wanganella, Pretty Pine and Blighty—the cost to Council varies from \$12,500.00 (Pretty Pine) to \$38,972.00 at Conargo Recreation Reserve. The expenditure at Conargo Recreation Reserve is approximately 311% of that at Pretty Pine Recreation Reserve. Pretty Pine Recreation Reserve does have additional income from the rent of a house that is used by the Section 355 Committee to undertake much of the grounds maintenance which lowers the costs.

A comparison though with the reserves at Wanganella and Blighty, which is a well-used sports reserve, suggest that Conargo's expenses are still approximately 160%–180% higher.

Reviewing the detailed data in Appendix 2 suggests that the costs associated with cleaning the public toilets at Conargo is contributing to that differential and may be an area where cost savings can be sought. It is not possible to attribute a cost to mowing the oval at this point, but given that the oval is rarely used, the frequency of mowing only

needs to be sufficient to keep it tidy and weeds under control. The frequency of mowing should be reviewed to ensure that it is sufficient but not excessive.

While the costs that Council is incurring for each sportsground/reserve still need some refining, and they will be as new accounting codes are introduced, it would appear that aspects of the maintenance of reserves and parks could be packaged for tender. With Council being aware of its costs it would be an easy comparison to see if the private sector can provide the same service at a more competitive price.

An alternative approach would be to allow Councillors in their annual budget discussions to determine the levels of service. The levels of service that are being provided now could be considered as high—and the sportsground/reserves reflect this. However, if Councillors are given a choice, to choose between a high level of service and a more moderate level of service at a lower cost, then they might opt for the lower level of service¹. Only Councillors can make the decision on the level of service that is most appropriate given the other competing projects in Council's budget.

Given the significant expenditures that Council has in maintaining its reserves it is apparent that Council needs to develop a policy to guide investment in recreation facilities. Council has a number of facilities and needs to prioritise investment to provide the best outcomes for the community from its available resources.

¹ A lower level of service may offer clubs and organisations the opportunity to purchase additional services if they want them e.g. extra mows over the season.



6.0 Governance

What is governance? According to the Governance Institute of Australia governance is defined as:

"Governance encompasses the system by which an organisation is controlled and operates, and the mechanisms by which it, and its people, are held to account. Ethics, risk management, compliance and administration are all elements of governance"¹.

In examining governance of the recreation assets in Edward River Council this report, in the following pages, will:

- » Discuss the management entities
- » Discuss the tenure of organisations on council-owned or controlled land
- » Review council's main tenure instrument—the Memorandum of Understanding
- » Comment on the structure of the fees and charges.

Management Entities and Tenure

Recreation and sporting clubs in Edward River Council fall into four broad groups:

1. Organisations on land that they own and control (privative operators)
2. Organisations with tenure from the Crown
3. Organisations with tenure from ERC
4. Section 355 Committees.

There is also a large group that do not have tenure but have been historically associated with a particular ground or park for a significant period of time.

Council also uses contract managers for the swimming pool and the indoor stadium, but contract management is not relevant to the remainder of the sports portfolio.

Private Operators

Several organisations in the Council area own their own land (e.g. the Deniliquin Boat Club and the Deniliquin Lawn Tennis Association). For the organisation, this has advantages and disadvantages.

A key advantage for the organisation is that they have more freedom to do as they want. They do not have any restrictions or requirements placed upon their use of the premises by a third party. Restrictions or requirements such as hours of use or being "forced" to share with other groups are choices for the organisation to make rather than taking direction from others. The organisation also has security of tenure for the long term.

¹ <https://www.governanceinstitute.com.au/resources/what-is-governance/> <https://www.governanceinstitute.com.au/resources/what-is-governance/>

Another key advantage is that any facilities (capital items) that the organisation constructs are the property of the organisation. They do not, through being attached to the land, become the property of a third-party landowner. The organisation can sell the land and improvements when it no longer has a need for them.

There are disadvantages to private ownership as well. One of these is that the organisation may have to pay local government rates and full water charges with little or no discount.

Another, and perhaps the biggest disadvantage, is being excluded from nearly all public and private grant schemes. The logic for excluding private organisations, despite being incorporated not-for-profit entities, is the antithesis of one of the key advantages—the ownership of all capital improvements on the land and the ability to on-sell the land and improvements.

Grant agencies want any capital grant to provide an ongoing advantage to the community. They do not want to risk that the improvements could be on-sold and so become lost to the community. Grant agencies generally only consider applications for capital grants where the land is publicly owned. Being excluded from capital grants does require the organisation to be responsible for raising its own finance to improve its facilities.

Crown Tenure

Crown tenure is a direct relationship between the landowner (the Crown) and the user, in this case usually an incorporated not-for-profit organisation².

This relationship does not involve the local government. Whether the local government assists the organisation in any way varies somewhat but many do as there is little danger, unlike a private organisation, that the assets or improvements could be lost to the community.

Organisations with direct crown tenure also become eligible for grants not available to other organisations such as the Crown Reserves Improvement Fund.

Changes at state government level may increasingly push these relationships onto the local government by making the local government the trustee for the land. If that is the case then the local government becomes responsible for preparing a plan of management for the crown reserve, though plans of management can be created for classes of land, so a separate plan of management is not always necessary for each parcel of land that Council may be trustee over.

Council Tenure

For sport and recreation organisations Edward River Council operates three formal types of tenure—Section 355 Committees and through the use of Memorandums of Understanding (MOUs) and leases. Council also has an informal system of historical association but realises that this needs to be replaced with a formal instrument of tenure.

Technically a Section 355 Committee is not a form of tenure but a management arrangement. Section 355 Committees manage community facilities on behalf of the Council. Their aim should be to maximise the use of the facilities and be responsible for day-to-day management, including taking of bookings, and the organisation of maintenance and minor repairs by Council or others. Memorial Park and all of the village halls/reserves are managed by Section 355 Committees.

While a MOU is Council's preferred method of tenure there are very few actually in place. It appears that there are only two MOUs in place—the Deniliquin and District Cricket Association and the Deniliquin Collectors Club at Memorial Park.

Council has two community/sporting club leases—RAMS at Hardinge Street Oval (for the clubhouse only and not the field) and Deniliquin Little Athletics Club (for a shipping container site at Hardinge Street Oval).

Most other organisations existing on Council-owned or controlled land are actually without tenure—they exist through a historical association but if they ever did have any formal tenure it has expired long ago. Some of these clubs and organisations are quite significant such as Rovers Football and Netball Club, Deniliquin Netball Association, all the clubs on Blighty Recreation Reserve, the Rotary Park clubs and the Pretty Pine Pistol Club.

One change resulting from the introduction of the *Crown Land Management Act 2016* is that for all Crown Reserves under Council's control e.g. Memorial Park, Council must prepare a Plan of Management and within the Plan of Management, where Council is considering any form of tenure, it must "expressly" authorise the tenures within the document. To quote from the *Annexure C—Crown reserve POMs* (NSW Department of Industry, November 2018):

"As a general rule, express authorisation of leases, licences or other estates should cover:

- » *the type of arrangement authorised—i.e. council may authorise leases and/or licences and/or other estates*
- » *the land or facilities to be covered—i.e. council may allow leasing, etc. of all or some of the land and facilities*
- » *the purpose for which leasing, etc. will be granted—council may choose to allow leasing for community purposes, business purposes, or more limited purposes such as sports or childcare facilities.*

Any authorisation should be consistent with a statement

² *The Crown can also use a Trust arrangement, usually for significant facilities, but there are none operating in ERC.*

required in specific POMs about the permissible future development of the land”.

While Council is planning to move forward and put more MOUs in place, where the land is Crown Land (and this includes all the Recreation Reserves and Memorial Park), a Plan of Management first needs to be developed and approved.

Section 355 Committees

Council has recently engaged a professional to review the structure, management and operations of its Section 355 Committees.

In light of the fact that this project will review the subject area in depth only a few points in relation to Section 355 Committees are made here.

Section 355 Committees are committees of Council and need to be aware of the relevant provisions of the *Local Government Act 1993*. To quote from the *Coffs Harbour City Council Guidebook for S355 Community Committees*:

“From a legal perspective, it is important for you to be aware that your Committee is acting on behalf of Council. Your Committee should not act independently of Council, if it does act independently and outside its Terms of Reference and powers, then its members may be liable for its actions”.

As mentioned earlier the Terms of References for each of Council's Section 355 Committees cannot be located. The Terms of Reference are essential to understanding whether the Section 355 Committee is operating on behalf of Council or whether it is operating independently of Council. Finding the Terms of Reference or setting new ones is a high priority.

Another area that needs to be addressed is the taking of money. The committees are collecting fees on behalf of Council for the use of facilities e.g. hall hire. At present there is no reporting of the fees taken or auditing of financial records.

Any fees collected should be collected by Council as it has appropriate arrangements in place to collect and account for the moneys.

In some local government areas a Councillor sits on every Section 355 Committee and undertakes to report back to Council on the Committee's activities. Minutes from meetings should also be tabled as a public record.

Section 355 Committees can undertake all day-to-day maintenance of a reserve. Some Council's give a Section 355 Committee an annual budget to undertake the required maintenance. This most often occurs where the reserve is remote from Council's depot and where travelling costs are significant.

Discussion on Management and Tenure

For outdoor sporting reserves in ERC four models are appropriate:

1. Direct management by Council staff
2. Section 355 Committee
3. Memorandum of Understanding
4. Lease.

Contract management for the outdoor sporting reserves at this time does not appear as a viable option and is not discussed further.

When deciding on the most appropriate management model, it must be recognised that no one management model will suit all facilities and situations. Consequently, a unique solution must be designed to meet the specific needs of Council, the facility and its community.

When determining a unique management solution, the relative importance of a suite of factors must be considered. The factors set out in Table 6 are relevant.

For Edward River Council the main methods for managing facilities should remain as Section 355 Committees where they exist, subject to the findings of the separate study into their operations, as well as implementing MOUs in most other cases. The leases should continue as should the two management contracts.

Table 6: Factors to consider when determining the appropriate management arrangement

Factor	Issue to Consider
<p>Asset management</p> <p>Council must determine the importance of maintaining facilities in a safe, working condition.</p>	<p>Council and the community have invested substantial funds into the development and operation of recreation facilities. Asset management involves day-to-day (i.e. minor) maintenance; and cyclical and major maintenance. Do the proposed operators have the knowledge, skills and finance to maintain the assets?</p>
<p>Presentation</p> <p>Council must determine the importance of the presentation of the facility.</p>	<p>The quality and standard of maintenance and the cleanliness of a recreation facility will have a significant impact on its presentation. The community have increasing expectations regarding the level of presentation and the quality of maintenance. Is the asset a high visibility asset that will impact on perceptions of the town or locality?</p>
<p>Finance</p> <p>Local government must determine the budget for a facility.</p>	<p>The cost of operating recreation facilities varies substantially. The certainty of operating within a predetermined budget may be important to Council?</p>
<p>Financial contribution</p> <p>Council must determine the importance of a known income stream to support the operation and/or development of a facility.</p>	<p>Long term financial sustainability of recreation facilities can be enhanced through financial contributions to use the facility and for capital development and upgrades. To what extent can the operators afford to pay a fee? How much is the fee?</p>
<p>Control</p> <p>Council must determine the importance of retaining control over operational and/or policy matters impacting upon the facility.</p>	<p>The level of control Council wishes to retain over various facets of a recreation facility's operation, from staff selection to pricing to programming priorities, has a direct influence on the management model selected.</p>
<p>Longevity of management</p> <p>Council must determine the importance of stability and longevity of management and relationships.</p>	<p>A consistent approach to management is usually in the best interests of all stakeholders. It allows for relationships between owner, operator and consumers to be developed. Conversely frequent changes in management structures can have a negative influence on the operational viability.</p>
<p>Performance</p> <p>Council must determine the importance of meeting KPIs.</p>	<p>Recreation facilities are developed to meet the needs and wants of the community. To what extent the facility is providing for the community (e.g. number of players) needs to be considered?</p>
<p>Management capability</p> <p>Council must consider the capabilities of the management entity.</p>	<p>Managing a recreation facility requires specific skills at all levels. Does the entity have the skills to manage the facility to the level that Council requires?</p>
<p>Risk management</p> <p>Council must determine the importance of managing risk through the management model.</p>	<p>Risk management is the joint responsibility of the owner, operator and user of a recreation facility. From Council's perspective a key issue to be addressed is the level of risk, which is directly related to the management model adopted. Council cannot eliminate risk whilst retaining ownership of the recreation facility.</p>

Suggested Reserve Management and Tenure Arrangements

Principles

The following guiding principles are suggested when deciding upon the allocation of community land for sporting purposes:

- » Transparent and consistent tenure arrangements are offered to community organisations to meet the area's diverse community service, recreational and sporting needs.
- » Multi-purpose use and flexibility to share tenured facilities is encouraged to ensure the highest and best use of Council-owned or controlled community purpose land and infrastructure.
- » The community use must not adversely impact the community asset or the environment.

Recommendations on Section 355 Committee tenure arrangements have not been made in this report as the separate project reviewing the Council's management committees will be better placed to make these recommendations. Suggestions for MOUs and leases however are outlined in Table 7.

Table 7: Suggestions for tenure arrangements with individual groups

Reserve	Management Suggestions
Memorial Park	<ul style="list-style-type: none"> » Deniliquin and District Cricket Association have an MOU. This should continue until it expires. At that point arrange a new MOU using the new template (unless the Association wants to renegotiate early) » The Collectors' Club have a MOU. Renew the MOU at its conclusion » Edward River Society of Model Engineering Inc—an MOU should be negotiated » Deniliquin Netball Association—an MOU should be negotiated » Rovers Rugby League and Netball Club—an MOU should be negotiated. » Deniliquin P&A—an MOU should be negotiated » Deniliquin Sheepdog Trials group—an MOU should be negotiated
Rotary Park	<ul style="list-style-type: none"> » Soccer Groups—an MOU should be negotiated jointly » Drivers Rugby Union—an MOU should be negotiated » Council's review of management arrangement should consider whether a s355 committee is warranted.
Hardinge Street Oval	<ul style="list-style-type: none"> » Consider a lease directly between the Crown and the Club at the end of the current lease with ERC.



Deniliquin Racing Club

Fees and Charges

All user groups are charged a fee as set out in the *Edward River Council Fees and Charges 2019*. The applicable fees are set out on pages 25–29 under the Gardens, Reserves and Sports Grounds. Selected fees to illustrate this discussion can be found in Table 8. Not all fees and charges are set out, just sufficient to illustrate the discussion.

When looking at the fees and charges there are a number of questions that can be asked that do not appear to have an apparent answer, except, perhaps, that the fees and charges have evolved over many years and under two local governments and have diverged during annual updates, sometimes with input from a Section 355 Committee. Some inconsistencies that are noted include:

- » On page 28 of the Fees and Charges (Ref # 4-6 in Table 9) there are three fees for hiring the Pretty Pine Hall. One fee is for a half day and another is for a full day. There is a third higher fee which is twice the hall "full day rate" and it is labelled as "hall only". It is not obvious what is the difference and what rate should apply in any situation. There are several examples of this in the sport and recreation fees section. Members of the public would have a lot of trouble interpreting the document.
- » The Mayrung Hall is not listed for hire. It is understood that it can be hired? Why is there no fee published?
- » The rate for hall hire is highly divergent. The rate for Booroorban Hall (\$23/day) is less than 10% of the rate for Wanganella (\$262/day) or 6% of the rate for Pretty Pine (\$367). It is acknowledged that not all halls are equal but the difference in the fees seems to be quite broad.
- » Some fees appear out of kilter in comparison to others. As an extreme example why does Blighty Netball pay \$2,096/annum compared to Deniliquin Netball Association's \$534/annum? Deniliquin Netball Association has more courts and more players. Blighty Netball is paying almost four times as much.
- » As another example why does Blighty Tennis pay only \$1,049 for the same facilities (same courts and clubhouse) as Blighty Netball?
- » The fee for Blighty Netball (\$2,096) is almost twice the fee for Deniliquin Rovers Football and Netball Club (\$1,061). The Rovers get access to vastly superior facilities.
- » Some hall hire fees some have half day rates and others do not. It is actually cheaper (by \$1) to hire the hall for two consecutive half days than for a full day. Given that most costs are fixed, why is there such a generous discount for half days, when typically, a pro rata rate would be more expensive per hour? The cost of cleaning the hall would be the same whether it was a half day or a full day hire.
- » Many of the charges are club-specific i.e. a charge for Blighty Netball or Deniliquin Soccer. Most local governments have a system that charges by facility e.g. so much per field or court.
- » The fee for equestrian sports on Memorial Park is relatively high (\$419/day) along with a \$6,079 bond. It is assumed that the bond is to repair the grounds. If so, why is the fee so high (similar to the P&A's fee for a show day—\$439.00)? If the fee is somehow reflecting the impact of equestrian sports on Memorial Park, then this supports the removal of equestrian sports to a dedicated venue where this would not be an issue.
- » It is possible to hire all of Rotary Park for the day (\$120/day) for less than the sheep dog trials club pays (\$198/day) to use facilities that they built and maintain on Memorial Park. This appears to be out of kilter.

While more examples of inconsistency could be cited it is felt that the above points are sufficient to illustrate that the fees and charges as they have evolved are now due for revision. It is a recommendation of this report that the fees and charges for sporting groups be completely re-written, in tandem with a review of tenancy arrangements and Section 355 Committee arrangements.

The benchmarking undertaken in preparing this report found that some local governments tied their fees and charges to the levels of service that are provided. Where a higher level of service is provided then a higher fee applies versus a facility where the service level is lower.

Fees and charges only recoup a small percentage of the expenses (see Table 4) encountered at each reserve. Some reserves—Conargo and Wanganella as examples—have no tenant organisations so no fees are collected.

Reviewing the Fees and Charges

There is a case for reviewing the fees and charges as explained above. In reviewing the literature, fees and charges for community groups appear to be an area where all local governments struggle and no Council is held up as best practice in this area.

In discussing fees and charges most of the literature discusses full-cost recovery, partial-cost recovery and zero fees. It should be added that this discussion is just for the facility—land and/or buildings. Usually additional fees, often at full-cost recovery, are charged for electricity, water, line-marking, garbage bins etc.

Market pricing is not relevant in this situation as there are no other providers of public sporting open space.

Full-cost recovery should include direct and indirect costs. Indirect costs being the costs of the organisation (such as IT, HR and buildings) apportioned to all activities of Council.

Table 8: extract of fees and charges for ERC sporting reserves

Ref #*	Facility	Period or Descriptor	Generic Fee Description	Fee
1	Booororban		Hall hire fee	\$23.00
2	Wanganella		Hall hire fee	\$262.00
3	Pretty Pine		Hall including Kitchen, Cool room	\$367.00
4			Hall hire fee - Hall only	\$210.00
5			Hall hire fee - Half day	\$52.00
6			Hall hire fee - Full day	\$105.00
7			Kitchen only hire fee - Cool room, utensils, crockery, cutlery & toilets	\$157.00
8	Conargo Memorial Hall	Functions	All facilities	\$367.00
9			Hall only	\$210.00
10		Meeting Hire	Meeting Hire (half-day)	\$52.00
11			Meeting Hire - full day	\$105.00
12	Blighty Recreation Reserve	Club rents	Club rentals - Blighty Football + power at cost	\$1,572.00
13			Club rentals - Blighty Netball	\$2,096.00
14			Club rentals - Blighty Tennis	\$1,049.00
15		General Hire	Tennis rooms and courts	\$84.00
16			Tennis rooms and courts	\$32.00
17			Main Hall	\$136.00
18			Meeting Room	\$84.00
19			Main Hall and Kiosk	\$262.00
20	Rotary Park—Deniliquin Soccer Club	per annum	Use of Facilities—sport	\$894.00
21	Rotary Park—Other approved activities	per day	Use of Facilities—sport	\$120.00
22	Memorial Park—P&A Society	per annum	Use of Facilities—other	\$1,091.00
23	Memorial Park—P&A Society	per show day	Use of Facilities—other	\$439.00
24	Memorial Park—Sheep Dog Trials	per day	Use of Facilities—other	\$198.00
25	Memorial Park—Deniliquin District Cricket Association	per annum	Use of Facilities—other	\$1,061.00
26	Memorial Park—Deniliquin Rovers Football and Netball Club	per annum - ground hire	Use of Facilities—other	\$1,061.00
27	Memorial Park—Deniliquin Netball Association	per annum	Use of Facilities—other	\$534.00
28	Memorial Park—Equestrian Events	per day	Use of Facilities—other	\$419.00 with a bond of \$6,079.00

* the Reference Number is a line number to make reference to the table easier in the text. It has no other use and was not sourced from the Fees and Charges document.

Whether full-cost recovery includes or excludes indirect costs is largely irrelevant as the community sporting sector could not afford the fees and there would be no non-commercial sporting activity if they were charged.

Partial cost recovery is the system in use at present. A small portion of the cost is recovered.

In partial cost recovery less than the full cost of providing a service is recovered from the price charged for that service. The subsidy is funded from Council's rate revenue and in some cases from external sources, such as government grant funding.

This method of pricing is relevant where the service benefits the community as whole as well as the individual customer. Participating in sport is good for the community as well as the individual so the model is relevant. Fees that are set too high will discourage participation which is not a desired outcome. Finding the appropriate level is the key to a successful policy.

True partial cost pricing must always be based on the knowledge of the full cost of providing a service. Subsidies will be based on a percentage of the cost of the service, and therefore, prices will move in accordance with the changes in the cost of providing the service each year. Significant variations between years (i.e. more than the CPI) may not be viewed well by the end-user so it is probably better to approach the model over a longer period of time—say a reset every five years with only CPI adjustments in-between.

A zero-fee situation, or a full subsidy situation, are appropriate where the consumption is applicable to the community as a whole, rather than having an exclusive benefit to individual users. A service such as the provision of recreation parks meets these criteria and is why they are generally provided at no cost in Australia.

Setting Fees

In ERC, in the context of sport on open space, fees and charges are required for Rotary Park, Memorial Park and all the village reserves, including halls.

The few examples of approaches to setting fees and charges that were found in the literature reflected different situations to that which exists in ERC.

Typically, there were many sporting ovals/fields and the application of a grading system that ranked their quality made sense.

Other systems for setting fees and charges used a percentage of the assets in use to arrive at a fee. In ERC many, but not all, of the assets have been built and continue to be maintained by the tenant organisations so a fee that charged them for using what they consider to be their own facilities would not sit well.

With all the village reserves and Memorial Park being managed by Section 355 Committees there needs to be a role for these committees in setting the fees and charges—particularly if Council allows a greater role for the Committees in directing how Council spends its budget at each reserve. The Committee will then be responsible for setting fees and charges that make up any shortfall where Council's budget is insufficient or where the Committee is saving funds for projects in their plan of management.

At Rotary Park, and Memorial Park if the Section 355 Committee is discontinued, the best basis would be a field charge reflecting the space that was used. An allowance for high junior participation is usually allowed. Other systems are considered just too complex for the small number of facilities that Council is considering and the revenue that could potentially be raised.

Tenure Instrument

A comparison exercise has been undertaken between the MOU¹ that is being used by ERC against similar agreements from the following Councils:

- » Shire of Campaspe
- » Redland City Council
- » Maranoa Regional Council.

The structure of these agreements is set out in Table 9.

Description

The draft agreement with the Deniliquin Rovers Football Club (sic) was for the club's use of Memorial Park and has been used in this comparison.

The MOU is made up of:

- » An untitled page setting out the purpose of the agreement.
- » Schedule 1 covering:
 - Club
 - Club's Rights
 - Arrangement (which sets out the roles and responsibilities of both parties)
 - Period
 - Address for Service of Notices
 - Special Conditions (for detail see below)
- » Schedule 2 which sets out the details of all buildings that the club must provide insurance over.
- » Schedule 3 being an aerial photo of part of Memorial park that the MOU covers, though in this case there are no indications which parts of the image are subject to the MOU and the image has elements that would be incorporated in an MOU to the Deniliquin & District Cricket Association and the Deniliquin P&A Society.

The Special conditions section is very long: the longest section in the MOU. It broadly covers matters such as:

- » Arrangements for garbage collection
- » Insurances
- » Indemnities (four non-contiguous clauses)
- » Compliance with WH&S
- » A statement about there being no landlord/tenant relationship
- » Entry rights to the premises
- » Responsibility for maintenance (despite this being set

out in Section 3—Arrangements)

- » Conditions for the Club entering into arrangements for other parties to use the facilities
- » Use of the reserve by others
- » Responsibilities for outgoings
- » Responsibility to abide by laws and regulations set by other levels of government
- » Council covenant to allow quiet enjoyment of the premises with Council interference
- » Indemnities from all loss and damage caused to the buildings (this clause is in addition to the four clauses previously mentioned)
- » Matters outside the scope of the MOU and how they are to be handled
- » Process for variations to the MOU
- » Process for exercising options (three clauses) including the continuation of occupation after the expiry of the agreement if no option is exercised
- » Council's rights to enter into arrangements with other parties for events
- » Council's right to vary the agreement if the premises become uninhabitable.

Comments

The Special Conditions section needs to be broken out for clarity but more importantly many of the special conditions are not "special". They should appear in every MOU the council enters into with a community group. The Special Conditions section should be kept for any conditions that are unique to a particular MOU.

Broadly the MOU is poorly structured. The poor structure makes it difficult to find clauses that may relate to certain matters - e.g. insurances. This makes it difficult to establish if all important subject matter areas are addressed.

Any of the three agreements that have been used for comparison purposes would be a good start for a new agreement template. The Redland City Council agreement though is the most comprehensive; it is written in plain English and is succinct. A copy of the Redland City Council template has been provided to ERC separately from this document and it is recommended that Council model a new User Agreement on this.

The local councils involved are likely to give approval to Council if it wishes to replicate the agreement for its own use.

However, one thing that all agreements do not have is a reference to, or annexure of, an agreed club development

¹ Several examples were provided for this report. The example used has been the draft MOU with Deniliquin Rovers Football and Netball Club

plan². A club development plan is a document that sets out the plans of the club over a period of time—typically five to ten years and can relate to the club's operations, players/ coaching and club facilities among other matters. The plan should have dates setting out when certain targets are to be achieved.

Clubs and organisations that occupy public land for a nominal sum have an obligation to spell out how the land will be used to benefit the community. The club development plan is the tool that sets this out.

The direction of the club or organisation needs to be

agreed with Council before the land is made available for an extended period of time. The club will be held to account against the document and if it repeatedly fails to achieve the targets then this may be a reason to terminate the agreement and hand the facility to another group that can achieve council's outcomes.

Another benefit of a club development plan for Council is that it can avoid disputes down the track when the club wants to do something, typically a building type project, that the council does not support. The best time to sort out these matters is ahead of the user agreement and not

² The Redland City Council user agreement makes clubs aware of master plans that it may have for the particular reserve but does not incorporate the licensee's plans

Table 9: Structure of Usage Agreements from selected local governments

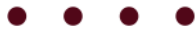
Shire of Campaspe (Recreation Reserve User Agreement)	Maranoa Regional Council (Facilities User Agreement)	Redland City Council (Approval to Occupy)
» Background	» Background	» Definitions
» Council	» Operative provisions	» Term
» User group	» Definitions	» Use
» Premises	» Hire of venue and facilities	» Right of use
» Proposed use	» Condition report	» Exclusion
» Commencement date	» Responsible person	» Undertaking works:
» Conditions of use	» Signage and advertising	– Building works
» Other users	» Hirer's works	– Sports field / court lighting
» Fees	» Hirer's warranties	– Disposal of assets
» Review of fees	» Indemnities and release	– External funding
» Utility charges	» Insurance	» Maintenance and repair
» Maintenance responsibilities	» Safety, accidents and/or first aid	» Reporting
» Premises fixtures and fittings	» Miscellaneous:	» Management
» Improvements or alterations to premises	– Amendment	» Parking
» Insurance	– Assignment	» Sublet
» Risk management	– Compliance with laws	» Payment
» Communication	– Costs	» Field closures
» Dispute resolution	– Counterparts and facsimile copies	» Workplace health & safety
» Obligations of the club upon vacation of the premises	– Default	» Licensee safety
» Default and termination events	– Discretion in exercising rights	» Council inspection
» Responsibilities of the club	– Disputes	» Recovery of costs
» Responsibilities of council	– Entire agreement	» Outgoings
» General	– Governing law	» Insurance
» Declaration	– GST	» Indemnity and release
	– Make good	» Access
	– No liability for loss	» Holding over
	– No merger	» Ownership
	– No warranty by giving consent	» Representation
	– Remedies cumulative	» Waiver
	– Rights contractual	» Dispute
	– Severability	» Amendments to asset maintenance Obligations
	– Survival of rights and obligations	» Contact details
	– Waiver	» Risk management
	» Schedule 1: Hire details	» Trustee land and management
	» Schedule 2: Execution	» Environmental management
		» Current & future planning within the licence area
		» Site specific conditions
		» Execution

during the term of the agreement.



Another point that is worth making is that a User Agreement is possible with separate organisations over fields by giving time of use, day of use or season of use rights but it is harder to give over facilities unless council takes on cleaning and maintenance duties. Theoretically, it would, or should, be possible for two clubs to share a space and equally contribute to cleaning and maintenance but the practical reality of this is quite different. Even where an agreement between the two clubs might be struck in the beginning it most likely would not last as key personnel changed and/or differences of opinion emerge.

Redland City Council has a section—current & future planning within the licence area—that identifies master plans or other associated documents that influence acceptable developments or operating conditions over some or all of the MOU area. The Memorial Park Master Plan should be recognised in the MOUs for clubs and organisations on Memorial Park.



7.0 Recommendations

The Edward River Council Recreation Strategy is an opportunity for Council to maintain and build a sustainable basis for providing public sporting opportunities across the local government area.

Implementation of the recommendations outlined in this Strategy will require strong leadership, appropriate resources from Council and a commitment to making some difficult decisions.

The recommendations of this study are detailed below. Priorities are assigned for each recommendation. A high recommendation should be undertaken as soon as resources allow while medium priorities (when resources allow) are not as urgent. However, should resources become available, in most cases projects can be brought forward. Prioritisation is often about spreading the available resources rather than the actual timing of the need.

Allocating priorities is difficult as interested parties often see their project as more important than someone else's. As such Council will need to review priorities from time to time to reflect available resources and community demand.

No.	Recommendation	Priority
1	<p>Facilitate a program of education and training for sport and recreation groups focusing on identified training needs. Training and club development should initially focus on:</p> <ul style="list-style-type: none"> » funding and grant applications » strategic and business planning. <p>Contact should be made with the Office of Sport (NSW Government) to explore the full range of available opportunities to provide the courses, including funding options.</p>	High and Ongoing
2	<p>Formalise an email (and postal) list to rapidly distribute information that may be of interest to sport and recreation organisations (e.g. announced funding programs or training opportunities). Council should encourage clubs to set up club email addresses rather than use the personal email addresses of club members (such as secretaries) who are likely to take the email account if they move on. Further, if Gmail, yahoo or similar accounts are established then the key members of the executive can all access the emails.</p>	High and Ongoing

No.	Recommendation	Priority
3	<p>Priority capital improvements on Council sites are:</p> <ol style="list-style-type: none"> 1. Reconfiguring the DNA netball courts on Memorial Park (budget allocated) 2. DNA clubhouse extension at Memorial Park for Deniliquin and District Cricket Club (estimated cost to be determined following detailed design) 3. Prepare a master plan for Rotary Park. Rotary Park is a key sporting asset but there are issues with the soccer/rugby union clubhouse and the adjacent car park as well as other matters. A master plan can consider the best way to address these matters as well as other user needs. The master plan scope should also include the indoor sports facilities so that an integrated sporting precinct can be created. <p>The asset condition report needs to be reviewed and budgets allocated to address all backlog maintenance. Forward budgets should allocate sufficient funds to address maintenance when and if it becomes required.</p>	High and ongoing
4	That Council develop a Policy to guide investment in recreation facilities. Council has a number of facilities and needs to prioritise investment to provide the best outcomes for the community.	High
5	Initiate one-on-one discussions with all sporting organisations on a regular basis (e.g. annual) to understand issues that may be affecting the organisation's sustainability. A vibrant sport and recreation sector is vital to a liveable community with all the flow-on benefits that provides to the economic sustainability of the local government area.	High
6	Review the Council's Section 355 Committees. There is currently a separate study specifically looking at all aspects of the Council's Section 355 Committees. Recommendations from this review need to be considered and implemented where relevant.	High
7	As an alternative to Council undertaking maintenance at each reserve managed by a Section 355 Committee consider allocating a budget that the Committee can draw upon for maintenance (i.e. the Committee chooses the quantity of any service that it wants, except for asset maintenance as any short-term saving in this area may be a long-term cost to Council. If the Committee finds savings and does not draw down the full amount then the remaining budget can, in discussions with Council, be put towards other items e.g. new capital items.	High
8	Amend the cost codes in Council's financial system so that direct costs can be captured against the various functions (e.g. mowing and maintenance) at each reserve.	High
9	<p>Two sport venues require master plans to guide their future development:</p> <ul style="list-style-type: none"> » Pretty Pine Recreation Reserve if it is to be developed as a specialised equestrian venue (see Recommendation 19). If the recommendation is adopted a master plan that lays out how the site should be developed needs to be developed early in the process. This will ensure that the main elements (e.g. main arena, yards, equestrian arenas, stables etc.) are developed in the best location to allow for shared infrastructure. The master plan would also ensure that the roads, car and truck parks and spectator facilities are properly located to maximise the enjoyment of the venue. » Rotary Park—mainly concentrating on the access and car parking arrangements. Integrate the field facilities with the indoor sport complex to create a sporting precinct. 	<p>High if the reserve is to be an equestrian venue).</p> <p>Prior to any roadworks/car parking</p>
10	Continue discussions with the relevant licensing authority to have Council's 5,400 megalitre water license recognised across the local government area and not just the former Deniliquin Shire area so that additional water can be allocated to the rural sports reserves such as Pretty Pine and Blighty.	High
11	Asset management plans for community assets should be developed for existing infrastructure and become part of new MOUs agreed with tenants. Tenants, in many cases, are not managing to maintain the existing assets under their care and control. The plans would explicitly indicate what maintenance Council will undertake and what maintenance Council expects the tenants to undertake. This delineation needs to be very clear to avoid obfuscation.	High

No.	Recommendation	Priority
12	Allocate a budget in the coming financial year to address backlog maintenance where Council considers that the asset is still required by the community, it is Council's responsibility to maintain, or that given the resources of the user-organisation, Council should address backlog maintenance before the assets become part of an MOU. The estimated cost of backlog maintenance when the inspection was undertaken in mid-2018 was \$330,728.	High
13	Develop a new MOU based upon the Redland City Council model. Some additions are required including the attachment of an organisation's agreed business plan/club development plan. A copy of the Redland City Council template has been provided to ERC separately from this document.	High
14	Insist that all groups wanting an MOU have a clear business plan/club development plan that articulates the organisation's direction and the outcomes that will be achieved from an MOU over public land and facilities. The plan is to form part of the review mechanism for subsequent MOUs. Poor achievement of the plan may lead to changes in terms for any subsequent MOU.	High
15	Review the fees and charges for use of sporting and recreation reserves and facilities. This review of fees and charges should be undertaken in tandem with a review of tenancy arrangements and Section 355 Committee arrangements.	High
16	Place all club contact and meeting details (where permission has been given) on Council's website as part of a Community Directory. Extra information that briefly describes the clubs and its competition can also be added.	Medium
17	Develop a communication package from Council to inform club office bearers of key Council contacts, responsibilities and processes.	Medium
18	Many Council's benefit from the appointment of a grants officer where they, through successful grants applications, bring into the community or Council significantly more funds than their cost of employment. Council should consider trialling such a position for a 12-month period—even a part-time position. A review at the end of the period would easily establish whether the position should be retained. A positive outcome (i.e. more new money into the region in excess of costs) would indicate a successful outcome.	Medium
19	Develop plans of management for the Crown reserves. The plans of management can be across classes of reserve so, in consultation with the Crown Lands Office, plans of management may only be required for: » The six Village Recreation Reserves with halls though potentially Blighty and Pretty Pine, if it becomes the centre of equestrian sports (see Recommendation 19), may be sufficiently different to require their own plan of management. » Memorial Park using the recently developed Memorial Park Master Plan as a base » Rotary Park » Hardinge Street Oval.	Medium
20	Refocus Pretty Pine Recreation Reserve into a specialised equestrian sports venue including tentpegging, campdraft, rodeo, polocrosse, cutting, eventing and other relevant disciplines. All equestrian sports would be taken off Memorial Park except for those involved in the Deniliquin Show. Pretty Pine Recreation Reserve is close to Deniliquin, has no organised sport on the oval and has good facilities including some equestrian facilities. The reserve is underutilised but has the potential to be highly used if its focus becomes a specialised equestrian venue. If the recommendation is adopted, then involve the Section 355 Committee immediately. Over time, the Section 355 Committee might need more people, or particular people with equestrian knowledge to guide the development.	Medium

No.	Recommendation	Priority
21	<p>Consider packaging various services that Council is carrying out on sports reserves for tender: Packages for tender could include:</p> <ul style="list-style-type: none"> » all horticultural services (mowing and spraying) at Memorial Park, Rotary Park and Hardinge Street Oval. This package may also include some (or all) parks in Deniliquin for added scale. » tender similar packages for bin emptying and cleaning services. <p>The recommendation would impact on Council's employees delivering these services. To ameliorate this impact consider assisting the employees to establish their own business entity (which may include transfer of equipment on suitable terms) so that they can compete for the works.</p>	Medium
22	Review the achievement of the recommendations of this Plan annually and undertake a major review in five years.	Medium and ongoing



Appendix 1: Asset Condition Report

CONDITION AUDIT REPORT RECREATION AND COMMUNITY FACILITY STRATEGY FOR EDWARD RIVER COUNCIL

1.0 Purpose, Scope and Limitations

1.1 Project Purpose

As part of the development of a Recreation and Community Facility Strategy for nominated facilities, and a Masterplan for Memorial Park a facilities audit was undertaken. Specifically, the requirement was to "*review existing recreation and community facilities and undertake building inspections to develop a prioritised list of asset maintenance and renewal requirements.*"

This stage of the study was to undertake a performance audit of council-owned facilities detailed by Edward River Council (ERC). The audit was to report on:

The condition of the facilities including description, age, design, performance;

Current issues including access and equity (Disability Design Compliant);

Identify any risk management issues both from a physical and a usage aspect;

Report on CPTED issues;

Any Health and Safety issues;

Develop 5-10-year work program identifying known or potential asset issues.

1.2 Project Scope

The scope of the audit covered nine precincts of:

Deniliquin Skate Park,

Indoor Stadium,

Rotary Park,

Swimming Centre,

Hardinge Oval,

Memorial Park,

Conargo Recreation Reserve,

Pretty Pine Recreation Reserve, and

Blighty Recreation Reserve.

The activities catered for in the precincts range from specific regional level activities through local community-based club activities, to individual skill activities (skating). While the age of the buildings in the precincts range from nearly 50 (1970s) through to recently completed facilities, they would generally be considered more than 20 years old on average. The construction types are covered in more detail in later sections. Whilst Council has overall responsibility as the

custodian, several of the facilities have been funded, developed and managed by various bodies. This widely differing portfolio has its own unique challenges in meeting long term planning commitments.

It is also recognised that through the recent merger of previous Deniliquin and Conargo Councils, specific asset management policies, procedures and practices are still being developed and evolving to meet the new challenges.

It is within this environment for the project we:

- Reviewed the physical condition of the assets from strategic perspective against relevant standards, and codes,
- Identified any significant non-compliance or structural issues,
- Identified remedial backlog and rehabilitation actions required to return the asset to minimum Levels of Service and Condition,
- Established any accessibility, health and safety issues that may impact on service delivery,
- Established buildings that could be considered for disposal or significant renovation,
- Identified any matters that might assist in moving asset management forward.

1.3 Project Limitations

This report is based on visual inspections only and has not relied on any diagnostic testing to verify any deficiencies. Where considered significant such as structural issues, specialist consultant's review has been recommended, and costs have been included for such a review. Note that no costs have been estimated for subsequent remedial work.

In the conduct of the inspections and subsequent analysis it should be noted that:

- Costs have been estimated from industry experience, generally accepted unit rates and through reference to Rawlinson's Cost Control Manual 2018 with sufficient accuracy to provide budget figures.
- The costs provided do not incorporate any inflationary allowance and are based on 2018 estimates.
- Statutory and hazardous material (asbestos) inspections have not been undertaken but rather where it is suspected such material exists then further assessment is needed. ERC hazardous material register was viewed in part. No sampling, laboratory testing or written certifications have been undertaken.
- Budget costings have been conservatively estimated across each building as a whole for each element and not for example on a room by room basis.
- These budget figures should be subject to review once detailed scoping of work packages are undertaken (not part of this project).
- As this Plan develops, later-year projects should be reviewed to ensure continuing validity of the work and to reassess timings and needs.

2.0 Asset Management Frameworks

2.1 Planning for Asset Management

Assets only exist to support business outcomes that are service obligations. Once a decision has been taken to either acquire or create an asset then there is a contingent liability to ensure that funds and other resources are provided to maintain and refurbish that asset to a desired level of service throughout its useful life. Through-life costs could represent some 80% of the total cost of ownership of the assets or facility.

Whilst there are many drivers for the efficient and effective management of the assets there are a number of key best practice principles that should form the basis of management by custodians. These include:

- Required standards of maintenance are set in a way that matches the service delivery obligations of the business and asset users.
- Physical asset condition is appraised periodically.
- Maintenance planning is undertaken on a strategic, long-term basis, with a high proportion of maintenance work pre-planned.
- Long-term maintenance plans and budgets include provision for known major periodic replacements, enhancements and repairs.
- Effective information systems are accessible to asset managers to provide systematic reporting on asset service, condition and maintenance performance.
- Financial reporting on assets reflects physical condition, remaining useful lives as revealed by valuations, maintenance works and inspections.
- Complete and accurate records of asset configuration and maintenance history are readily accessible and updated regularly.

These principles suggest that the key to the management of assets is through a strategic planning process that considers long and short-term requirements within the business context. The whole planning process should follow the typical process of plan, implement, monitor and report, then feedback into the next planning cycle.

Investment in facilities requires a commitment that ensures both the safe and efficient operation of all elements of the facilities, and the optimisation of future budget and expenditure needs. As a consequence, the planning, management and implementation of asset management within a strategic business framework is fundamental to the long-term retention, and the efficient, effective performance of infrastructure, facilities and assets.

It is recognised that ERC is in the process of developing policies and procedures for asset management following the merger of two Councils, and as such there are no formalised guidelines on which to base assessments. Accordingly, we have used several processes to

define ratings all of which can be readily adapted to any future asset system. It is hoped that this report will assist in future asset management framework.

3.0 Levels of Service as Performance Assessment Criteria

Each asset or facility is required to deliver an appropriate level of service commensurate with its performance criteria and will attract an individual performance standard or rating. This will depend upon the use of the asset, what functions it accommodates and compliance with wider benchmark levels of service for similar assets. Levels of service are not static attributes but may change to meet such things as market and user needs, technology growth, and the economic viability of the facility.

Levels of Service attribute specific capabilities to the assets and their ability to achieve the required service potential. The following criteria are normally used to define these supporting levels of service:

- **Condition** – the physical condition of the facility.
- **Service potential** – refers to the total available time for service delivery. This embraces the dimensions remaining useful life, utilisation, and level of backlog. The intention is to ensure maximum availability within an appropriate life cycle.
- **Presentation** – the level of presentation of the facilities, and aesthetics to reflect user expectations, and to support usage demands.
- **Compliance** – refers to compliance with relevant standards and code requirements.
- **Safety and Environment** – safety of public for access and health, impact of environment.
- **Suitability** – the facilities are suitable to achieve operational needs, that is fitness for purpose.

While each of these criteria is important in its own right, asset condition is of particular significance. Asset condition is a function of its original design/quality of construction coupled with its intensity of use, and level of effective maintenance. It also provides a measure of the significance of the return on investment. Underlying these are the effectiveness of the management regimes to achieve the above as well as the supporting long term financial framework.

These levels of service were all reviewed as part of the development of this plan and are covered in more detail below.

3.1 Asset Condition

An asset or facility condition is a function of its original design and quality of construction (level of service) coupled with its intensity of use. As an asset progressively goes through its lifecycle or is utilised to a higher degree it will basically wear out, thus a direct relationship exists between the assets level of service, level of utilisation, condition and maintenance liability.

The purpose of assessing condition is to provide sufficient information to allow informed strategic asset planning and management decisions. Condition assessment results provide a snapshot of the asset at that point in time and are used to formulate backlog, routine and replacement maintenance plans. It also provides an indication of whether the asset is supporting the required levels of service.

The following Condition Ratings are based on a five-point rating system, similar to that provided in the IPWEA, 2015, IIMM, and that system that is provided in the Conargo Asset Management Planning documents. We have however provided more detail to assist with assessment in the following table. Other systems use a 10-point system that provides more ability to discriminate between conditions, and which may be more appropriate when greater detail is required, although results will still be similar.

Table 3.1: Asset Condition Ratings

Rating	Status	Definition of Rating/Condition of Building/Asset
1	Excellent	Building or asset has no defects; condition and appearance are as new.
2	Good	Building or asset exhibits superficial wear and tear, minor defects, minor signs of deterioration to surface finishes; but does not require major maintenance, no major defects exist
3	Fair	Building or asset is in average condition; deteriorated surfaces required attention; services are functional but require attention; deferred maintenance work exists.
4	Poor	Building or asset has deteriorated badly; serious structural problems; general appearance is poor with eroded protective coatings; elements are defective, services are frequently failing; significant number of major defects exist.
5	Very Poor	Building or asset has failed; is not operational and unfit for occupancy or normal use.

3.2 Service Potential

This refers to the available time for the asset usage over its effective life. Components include Remaining Useful Life, utilisation, and backlog.

3.2.1 Remaining Useful Life

The remaining useful life of assets and facilities is important in determining replacement and in then setting appropriate budgets. This may require establishing specific strategies to effectively manage replacement programs, for example life may be extended through the application of

specific maintenance or by undertaking refurbishment programs. Similarly, asset life may be reduced through reduction of maintenance subject to minimum standards of safety being applied. Useful life of assets is related to:

- The level of applied maintenance
- The current condition of the asset
- Intensity of use of the assets
- Functionality and suitability of the assets.

Given the variables that can affect future life, our rating system (and indeed any rating system) should not be overly prescriptive. Our system provides a broad assessment against four lifecycle intervals. Such a rating system also conforms to typical planning and budgeting timeframes.

Table 3.2: Remaining Useful Life Ratings

Rating	Description	Remaining Useful Life	
		Range	Typical 30 yr. life
L4	Generally, no limitation on future availability.	>80%	> 20 Years
L3	Building/asset is in mid-life period.	35-80%	10 – 20 Years
L2	Building/asset is approaching end of life and forward planning critical.	10-35%	3 – 10 Years
L1	Building/asset is at the end of useful life, replacement planning should be well advanced.	<10%	< 3 Years

Remaining useful life provides useful strategic information for understanding the urgency for any planning and replacement strategies. As well actual condition may have declined over a period of time for various reasons but may not impact on the long-term performance of the asset. Therefore, using both the condition and remaining useful life ratings may provide valuable insight into the impacts of decisions.

3.2.2 Utilisation

Utilisation is a measure of how intensively the asset is used and therefore the detriment that may impact on it. For example, if an asset is overutilized it may shorten its effective life with associated budget implications. Similarly, if an asset is underutilised, then there may well be reduced financial impacts. Ratings may on one hand be a descriptive rating, and on the other hand numerical values can be applied. These figures can all be applied within an analytical model in more advanced analysis. This rating is not applied here in this report.

3.2.3 Backlog

Backlog maintenance is the work required to return or bring the facilities to a minimum standard of performance, condition and/or operation. Backlog can be due to several reasons such as inability to gain access to do critical maintenance, deferral of plans beyond reasonable limits, redirection of maintenance funds to other activities, or by specifically letting maintenance slip in advance of major refurbishment.

It may be evidenced by:

- failure in the performance of the element;
- possible safety problems over long periods; or
- deterioration in the element beyond a normal life expectancy.

The purpose of performing backlog maintenance is to maintain or return the facility to the desired operational condition/standard and to control risk exposure. Periodically (every two to three years) a condition audit should be undertaken to identify asset condition and to assemble a revised maintenance program and budget for the next two to three years. This audit should be used to update the original data and develop a historical model to identify trends and problem areas. This will greatly assist future maintenance planning.

Measurement of backlog can be:

- The actual cost of rectification works to reinstate without further analysis;
- The level of backlog as against replacement cost; or
- The level of backlog in relation to recurrent costs.

Whilst recognising that recurrent budgets may vary over a number of years to meet funding issues and peaks in maintenance activities, typically backlog up to twice the annual recurrent budget may well be adequate in the short term, providing steps are actively taken to remedy the situation. However, where backlog reaches multiples of the annual recurrent budgets, this may result in reduced service life and usage/availability.

3.3 Presentation

Presentation relates to the level of acceptability of the element to meet user expectations and includes aspects of cleanliness and finish in order to support the stated need of the business to attract visitors, functions and events from local, regional and national. In this project presentation is included in the condition rating and also included as commentary in the summary, with budget provision as a "maintenance" item.

3.4 Compliance

Compliance is required in all buildings and associated elements to meet various elements of building codes under the National Construction Code (NCC), various standards issued by approving authorities such as electrical standards, and other documents addressing accessibility and hazardous materials.

3.4.1 NCC Compliance

This NCC standard provides framework for the construction and management of facilities in the built environment throughout the life of buildings. Various other codes and standards have been used to provide specific detailed guidance to meet the NCC. In terms of assessing we have made comments as to compliance or otherwise, and any guidelines that demonstrate noncompliance. This assessment is not intended to be definitive.

3.4.2 Disability Assessment

Disability Access is mandated in the National Construction Code (NCC) and the *Disability (Access to Premises - Buildings) Standards 2010*. This audit considered the three frontiers of parking areas, pathways and facilities within this overall assessment of compliance. Whilst many buildings have historically made some provision for disabilities they fall short of current requirements and may thus be rated as "non-compliant". However, the use of the term "friendly" may well be suitable as an interim measure prior to any upgrades and subject to ERC endorsement.

3.4.3 Hazardous Materials

Hazardous materials need to be managed in a proactive manner and information stored so that all parties can be confident that potential impacts are minimised. Specifically, the major materials are asbestos and to a lesser degree fibre glass, with assessment normally done by specialist companies. However, evidence must be made in registers, and field identifications adequately maintained. Comments are made in this report on evidence from inspections.

Given the broad coverage of this condition audit within the overall project, it is recommended that a separate DDA audit be undertaken to firstly determine the business needs, and secondly to establish/confirm compliance in detail for these toilets.

3.5 CPTED, Safety and Environment

Crime Prevention Through Environmental Design (CPTED) is about planning and designing places that enhance community safety and reduce opportunities for crime. The CPTED premise is that the proper design and effective use of the built environment can produce behavioural effects that will reduce the incidence and fear of crime, bring about an improved quality of life

and thus benefit all members of the community. CPTED strategies should necessarily involve the community in safety audits to assist in identifying and prioritising local crime concerns.

There are a number of generic design and management elements that apply to CPTED as outlined below:

- ensuring natural and casual surveillance opportunities and sightlines through appropriate design
- design of Public Space to create safe and stimulating places for communities to meet, and where there is less opportunity for crime to take place
- target hardening and/or removal to reduce incentives and make commission of a crime more difficult
- exterior building design
- improved lighting
- appropriate signage and way finding
- predictable routes and entrapment locations
- implementing effective maintenance programs aimed at reducing the motivation for graffiti or vandalism.

These elements are interdependent and not mutually exclusive and are embodied with the condition rating. The key aspects of CPTED that are the focus here are sightlines, lighting, signage and wayfinding, and maintenance programs. Examples in this situation would be overgrown trees and shrubs, and for older buildings the actual design (such as wing walls) that impact on sightlines. Many of these requirements are also fundamental to disability access.

3.6 Maintenance Types

Throughout this report and importantly for the costs, various maintenance types (generic) have been used. These are generally consistent with ERC and other governments naming conventions. For clarity the specific maintenance terminology used in this report is covered in the following table:

Table 3.3: Maintenance Definitions

Category	Definition
Backlog	Backlog maintenance is the work required to return or bring the facilities to a minimum standard of performance, condition and/or operation. Could result from deferment or operational issues.
Maintenance	All actions necessary for retaining as near as practicable to an appropriate service condition including regular ongoing day to day work. Includes where portions of assets fail and need immediate repair to make asset operational, or presentation needs. Terms used here include preventative, corrective and routine maintenance. Budgets provided annually and are generally completed within the year.

Renewal	Refurbishment of various elements that require cyclic work which does not increase the design capacity from its original design capacity or its useful life. Includes minor modifications to improve safety etc. Identified and budgeted for periods in excess of one year.
Replacement	Replaces various components or assets, and generally extends the life of the assets but not necessarily the overall life of the building. Generally, is provided as a class of assets from capital funds.
Enhancement, Upgrade	Generally, relates to significant changes to the building such as modifications, enhancements, refurbishment that increases the life, or changes use of the building. It is capital in nature.

Routine maintenance has not been used throughout this report other than by exception where a particular issue has been identified; it is then included as a comment or for visibility.

All the ratings and measures provided in this section have been used in various ways to provide insight into the performance of the buildings and services. We have reviewed material provided from other similar projects to validate the process and costs.

4.0 Portfolio Performance

The following provides the assessments of the portfolio viewed from a strategic perspective of firstly based on condition and remaining useful life, and secondly based on compliance and other factors. Details of performance of specific buildings is provided in the Attachments.

4.1 Portfolio Condition/Remaining Useful Life Profile

It is recognised that there is some subjectivity (hence sensitivity) in applying these two ratings. The impact of reduced condition through delays in renewal works may have little impact on remaining useful life subject to undertaking some remedial action in ensuing years. The potential impact of this can be managed/minimised through a combined rating system which provides a useful tool in comparing buildings from a strategic perspective. Both Condition and Remaining Useful Life have been used as primary ratings to ensure that the actual assessments of the assets are valid and consistent through using different measures.

As a general comment and given that there is a reasonable spread of age across the facilities, their overall condition is suitable. Having said that there is still a reasonable effort required to bring the portfolio up to a desired standard. Attachment 1 provides a detailed coverage of condition ratings and remaining useful life for the portfolio with some commentary as to the basis of the ratings.

Generally, where the assets and facilities have a condition rating at or above fair (CR3) and/or where the remaining useful life is above L2 then there is generally no issue. However further consideration needs to be given for those facilities that fall outside/below these ratings.

Attachment 1 provides full details of this assessment. Table 4.1 below provides a summary of ratings for which there is some concern on either condition or remaining useful life. It also provides recommended action to resolve the issue based on these two frontiers.

Table 4.1: Summary Condition and Remaining Useful Life Ratings

Site/Building	Key Elements	Assessed Rating	Remaining Useful Life	Risk	Drivers	Recommend Actions
Memorial Park						
DNA Courts	Court playing surface	4	L2	M/ H	Issues with surface and dimensions	Upgrade
Old Toilet Block	M/F toilets	5	L1	H	At end of life.	Demolish
Old DNA Courts	Bitumen courts, lighting, dugouts, kids play area	4	L1	H	At end of life	Include in DNA upgrade
Cricket Oval Infrastructure	Practice nets, perimeter seating	4	L2	M/H	Deteriorating condition	Renovate
Oval Infrastructure	Perimeter seating	4	L3	M/H	Poor condition	Renovate
Two level building	Change rooms, offices and function room	4	L2	M/H	General deterioration	Renovate
Food outlet	Food outlet	3	L2	M	Needs updating	Renovate
Toilet Block	M/F toilets	5	L1	H	At end of life	Demolish
Toilet block with Showers	Toilets/showers	4	L2	M/H	General deterioration	Renovate
Open Pavilions	Open steel framed sheds	4	L2	M/H	Rust treatment and roof sheeting	Renovate
Sheep Shelter	Small covered area	4	L2	M/H	Possible structural issue	Review
General site infrastructure	Roads, parking, poles, switchboards, lighting, signage	4	L3	M/H	General deterioration in these services	Renovate
Indoor Stadium						
Hiring and usage areas	Main arena floor, building frame	4	L2	M/H	Structure and floor needs major work	Upgrade
External	Carparking	4	L2	M/H	Carpark uneven	Renovate
Swimming Centre						
Pools	All pools and shade structures	4	L2	M/H	Finishes deteriorating. Movement in pool basin, earthing?	Renovate
Plant Room	Plant, building	4	L2	M/H	In poor condition	Renovate
Building	Change rooms	4	L2	M/H	Building needs updating, cracking	Renovate

Site/Building	Key Elements	Assessed Rating	Remaining Useful Life	Risk	Drivers	Recommend Actions
					in walls	
Infrastructure	Pool lighting, paving, carparking	4	L2	M/H	Limited disabled access, carparking, lighting towers need renovating	Renovate
Hardinge Oval						
Netball Courts	Court surface	4	L3	M/H	Court surfaces deteriorating	Renovate
Infrastructure	Roads and parking, oval fencing	4	L3	M/H	Grade roads, parking. Oval fencing, seating repair	Renovate
Rotary Park						
Amenities Building	Building as a whole	4	L2	M/H	Structural issues, construct incomplete. Certificate of occupancy?	Review, Renovate
Conargo Recreation Reserve						
Toilet block	M/F under current renovation.	4	L2	M/H	Temporarily closed	Review
Blighty Recreation Reserve						
Old court	Bitumen courts with lighting	4	L2	M/H	Poor condition	Review
Netball buildings	Club rooms.	4	L1	H	At end of life	Upgrade

Terms used in Recommend/Actions in Table 4.1 are:

- **Renovate.** Where the asset has not deteriorated to an extent that the life of the facility is compromised, and that the desired conditions can be met over a reasonable timeframe.
- **Review.** Indicates there is a possible structural issue, or that there is a significant level of detriment that may cause decisions to be taken to either demolish or rebuild.
- **Demolish.** As the term implies there appears to be no useful life in the facility, it has reached its design utility, and is no longer serviceable. Again, comments from users have also been taken into account on usage.
- **Upgrade.** Capital plans are in place to replace the facility, or consideration is in hand to remedy through the Stronger Communities Program.

A level of risk associated with each of these ratings is shown in the following Table 4.2. In this regard risk is the potential impact on ERC of the facilities not meeting their service demand, with attendant financial impacts and consequences.

Table 4.2: Risk Rating Matrix

Risk Rating	Defined as
Low	Condition Rating/Remaining Useful Life Rating at low requires minimal intervention. Typically, this would be Condition Rating 2 and Life L2 or better.
Medium	Condition Rating 3 and Life L2. Some risks in management for long term. Suggest increased funding and more intensive management. Monitor.
High	Condition Rating 4/5, Life L1. Needs to develop targeted management and disposal/ re-lifing plans

Table 4.3 below provides the application of the above risk matrix. This table provides some insight into the state of each facility, and has been included in the Table 4.1 and Attachment 1

Table 4.3: Risk Factors for Portfolio

Condition	Remaining Life	Risk Rating
1	L4	Low
2	L4	Low
2	L3	Low
2	L2	Medium
3	L4	Medium
3	L3	Medium
3	L2	Medium
4	L3	Medium/high
4	L2	Medium/High
4	L1	High
5	L1	High

Overall this analysis in this section suggests that:

- Over half the portfolio has a Condition Rating that is Fair to Very Good suggesting that the level of maintenance applied is sufficient for long term service delivery. Additionally, nearly 90% of the portfolio is in a condition that, with application of targeted renewal funding, can continue to meet minimum conditions and expected demands.
- In some instances, it should be noted that these ratings may improve once early renewal plans are completed. Below these threshold ratings there are serious concerns that need to be addressed.
- This distribution provides for good long-term planning for progressive demolition, renewal and enhancement/development strategies.

- In comparison with other property portfolios elsewhere the distribution of these ratings against similar types of facilities is consistent with these portfolios.

4.2 Portfolio Presentation, Compliance, CEPTED and Safety

The Table 4.4 below provides an assessment of these assets and facilities against the nominated criteria. Note that the notes to the table provide guidance of the criteria and ratings. Those items highlighted in red show aspects where there are some concerns. The impact of these issues may be addressed through funding for renewal, or more often in how they are managed through facility management on monthly/annual basis, as a facility management exercise.

These comments are provided to assist where necessary in moving to proactive strategic and operational asset management as is the intention of ERC. Limited review has been undertaken at staff level to validate these issues.

Across the portfolio presentation and compliance is generally satisfactory. However, the following strategic comments are provided, and have been made separately to this report to management (copy of correspondence is Attachment 2):

- In several instances there appears to be structural issues that may need to be confirmed by qualified structural engineers.
- Electrical services appear to need attention specifically relating to Residual Current Device provisioning, compliance testing and recording, circuit diagrams/markings, security of access to boards, and test and tag programs.
- Electrical earthing of structures within 1.5m of pools needs to be confirmed.
- It is questionable if the use of Type 413 power points is an acceptable practice.
- Registering of hazardous material appears not to be well practiced including updating registers and field identification.
- In many instances accessibility to comply with the DDA legislation is minimal. This should be reviewed as a matter of urgency across all facilities with action taken to be identified, costed and programmed. New works should include relevant provisions.
- It is noted that there is a proactive inspection program in place to identify safety and risks through WH&S.
- One specific concern and worth noting here is the Rotary Park amenities building. It would appear that the remedial work to be undertaken, and physical conditions suggest, that the building work is not complete yet occupation has been in place for several years. Further investigation of this may be appropriate.
- Where buildings are no longer serviceable it is recommended they be secured to prevent and risks to the public.

Table 4.4: Assessment of Presentation, Compliance, CEPTED and Safety

Precinct	Site/Building	Compliance (1)	Comments	Presentation (2)	Comments	Accessibility (3)	Comments	CPTED, Safety (4)	Comments
Skate Park	Ramps	C		F	Minor damage and earth fill behind walls.	NA		N	
	Other infrastructure	C		F	Repainting, seating rectification	C		N	
Memorial Park	DNA Clubhouse	C		G		C	Limited parking and access	N	
	DNA Courts	NC	Court dimensions?	G		C		Y	Surface starting to break up
	Old Toilet Block	GC	Ageing facility	P	Deteriorating, used infrequently	PC	Limited access	Y	Structure is old and generally unfit for use
	Old DNA Courts	NC	Court dimensions?	P	Poor surface and drainage lines, weed infestation	NC	Not accessible to courts and dugouts	Y	Surface starting to break up, drainage lines are safety hazards
	Cricket Shed	GC		F		PC	Limited access	N	
	Cricket Oval Infrastructure	GC		F		NA		N	
	Rovers Netball Courts	C		G		C		N	
	Rovers Netball/AFL Change	C		G		C	Limited access from parking	N	
Rovers Club Rooms	C		G		C	Limited access from	N		

Precinct	Site/Building	Compliance (1)	Comments	Presentation (2)	Comments	Accessibility (3)	Comments	CPTED, Safety (4)	Comments
							parking		
	Oval Infrastructure	C		F		NA		N	
	Rovers Change room	GC		P	Deteriorating	NC	No DDA compliant facilities	Y	Damaged brickwork exposed
	AG Office (above Rovers Change room)	GC		F		NC	No DDA compliant access	Y	Trip hazards on access stairs and balcony
	Show Jumping	C		G		NC	No DDA compliant access	N	
	Collectors' pavilion	C		G		C		N	
	Food outlet	GC		F		NC	No DDA compliant access and serving points. No DDA compliant fit out	Y	Floor covering needs proper treatments, switchboard needs upgrade
	Toilet Block	GC		P	End of life	NC	No DDA compliant access and fit out	Y	Poor fit out and access
	Toilet block with Showers	GC		F		NC	No DDA compliant access and fit out	Y	Slip hazards and cleanliness of area
	Open Pavilions	GC		F		C		Y	Timber wall barriers are broken, power points from ceiling need fixing
	Other Sheds	C		G		PC	Limited DDA compliant access	N	
	Sheep Shelter	GC	Structural damage	P	Deteriorated and damaged frame	PC	Limited DDA compliant access	Y	Leaking taps and rainwater collection is issue

Precinct	Site/Building	Compliance (1)	Comments	Presentation (2)	Comments	Accessibility (3)	Comments	CPTED, Safety (4)	Comments
	Cricket nets (new)	WIP		G		C		N	
	General site infrastructure	GC		F		NA		N	
Indoor Stadium	Hiring and usage areas	GC	Court dimensions?	F		PC	No DDA access to viewing seats	N	
	Support Areas	C		G		PC	Two DDA compliant toilets but one used as store	N	
	External areas	C		F		C		Y	Pavement on carpark is breaking down and is trip hazard
Swimming Centre	Pools	GC	Movement in base, earthing of structures	F		NC	No DDA access to pools	Y	Pint and tiling on pools is failing, concrete concourse has significant cracking issues
	Plant Room	GC		P	Deteriorating and plant is rusting	NC	No DDA access	Y	Needs safety dump showers and chemical storage areas
	Hydro Pool	GC		G		C		N	
	Building	GC	Wall cracking	F		NC	No DA compliant facilities other than hydro pool area	Y	Major cracking in walls, and trip hazards throughout
	Infrastructure	GC		F		NC	Limited DDA access around area	Y	Front parking creates hazard

Precinct	Site/Building	Compliance (1)	Comments	Presentation (2)	Comments	Accessibility (3)	Comments	CPTED, Safety (4)	Comments
Hardinge Park	RAMS Clubhouse	GC	Access to top level restricted to able px	G		PC	No DDA compliant toilets and access to upper viewing area	N	
	Other buildings	C		G		C		N	
	Netball Courts	C		G		C		N	
	Infrastructure	C		F		NA		N	
Rotary Park	Amenities Building	NC	Incomplete, CofO required, structural issue	P	Incomplete and needing renovation	PC	Limited DDA facilities provided	Y	Showers need flooring sealed, storage areas cluttered
	BBQ Structure	C		G		C		N	
	Infrastructure	C		F		NA		N	
Pretty Pine Recreation Reserve	Community Hall	C		G		C		N	
	Kitchen	C		G		PC	DDA sinks, tapware and cooking equipment	N	
	Residence	C		G		NA		N	
	Pistol Range	C		G		C		N	
	Service sheds	GC		F		PC	Limited DDA access	N	
	Horse compound	C		G		PC	Limited DDA access	N	
	General infrastructure	GC		F		NA		N	
Conargo Recreation Reserve	Museum	C		G		C		N	
	Community Hall	GC		G		C		N	
	Kitchen, BBQ Structure	C		G		C		N	

Precinct	Site/Building	Compliance (1)	Comments	Presentation (2)	Comments	Accessibility (3)	Comments	CPTED, Safety (4)	Comments
	Play Grounds	GC		G		PC	Limited DDA access	Y	Splintering timbers on surrounding walls
	Storage shed	C		G		C		N	
	Toilet block	GC		P	Poor condition, temporarily closed	NC	No DDA facilities	Y	Temporarily closed
	Infrastructure	C		F		NA		N	
Blighty Recreation Reserve	Entry structure	C		G		C		N	
	Clubhouse	C		G		C		N	
	Netball courts	C		G		C		N	
	Old court	GC		P	Light towers need refurb. Court top is dilapidated	C		Y	Uneven surface, trip hazards
	Netball buildings	NC	To be replaced	F		NC	No DDA facilities. To be replaced	Y	To be replaced
	Play structure	GC		F		PC	Limited DDA access	Y	Splintering timbers on surrounding walls
	Infrastructure	C		F		NA		N	

Notes to Table 4.4:

- 1 Assessment of code compliance against NCC, sport codes or other relevant standards are (note maintenance is covered under condition):
 - a. **C.** Compliant where there are no issues evident.
 - b. **GC.** Generally compliant where there are some minor departures evident.
 - c. **NC.** Non-compliant where major issues are evident.

- 2 Assessment of presentation as follows (reflected also in condition rating):
 - a. **Good.** All aspects are good quality and appearance.
 - b. **Fair.** Deteriorating condition that requires a level of funding to improve.
 - c. **Poor.** Does not present to a suitable standard.

3. Accessibility relates to compliance with Disability Discrimination Act (DDA) and other accessibility requirements. Covers facility, parking and pathways:
 - a. **C.** Compliant
 - b. **PC.** Partially compliant
 - c. **NC.** Non-compliant with major deficiencies evident
 - d. **NA.** Not applicable

4. Safety relates to general safety for both public, hirers and contractors. More detail is provided in the report. Rating is Yes (Y) or No (N). Generally, no CPTED issues identified.

4.3 Maintenance Budget and Financial Matters

A budget plan has been developed over a 10-year time frame consistent with the findings of the physical audit. The framework for these estimates is:

- Unless otherwise indicated routine maintenance costs (servicing, preventive, corrective, code compliance, cleaning) have not been developed for each year except where a specific need is evident.
- Costs have been estimated based on Rawlinson's Cost Control Manual, or other local costs where these are more accurate/relevant.
- No provision has been made for inflation/building price index, with estimates based on 2018 costs. A 15% location factor has been applied to the rates to reflect regional costs in Deniliquin.
- These costs reflect an assessment of the work required for each element. Costs will need to be refined as detailed scoping of the work progresses. No attempt has been made to combine several elements into work packages; this potentially could reduce costs.
- Frequencies for undertaking work or expected life of equipment is based on experience of the inspector. These may be adjusted as more accurate information is available.
- No attempt has been made to fine tune the budget spread to make more efficient use of resources (moving works around to meet budget constraints and manpower).
- As the program evolves through later years the actual program might change. Individual activities may move out further or indeed be undertaken earlier. It is important that this testing is undertaken to ensure efficiency in planning to meet service demands

The maintenance and renewal planning budgets recognise the new Stronger Communities Program (SCP) funded as a special grant to meet the introduction of the ERC. The program does address several renewal/capital aspects of this project and has been included in the figures. A separate budget has been included excluding these SCP funds as they tend to distort the early years of the plan.

Note that it only covers 10 years. As many asset lives are beyond the 10-year period, the average annual costs are likely to be higher than indicated. It is also recognised that this plan is strategic in nature and detailed inventory needs to be prepared with full costs identified. It is believed that this may be included as part of the development and introduction of an asset management system.

Table 4.5 below provides a breakdown of these costs by CAPEX type. Note that the second table excludes the impact of the Stronger Communities Program. Attachments 3 – 8 provide further details of these plans with appropriate graphical presentation.

Table 4.5: Proposed 10-Year Budget

Expenditure Summary by CAPEX Type												
CAPEX Type	Total	Year Backlog	1	2	3	4	5	6	7	8	9	10
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Backlog	\$330,274	\$330,274	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Renewal	\$1,548,140	\$0	\$56,295	\$354,995	\$368,950	\$97,170	\$82,685	\$101,425	\$210,410	\$45,950	\$74,510	\$155,750
Replacement	\$538,225	\$0	\$0	\$20,500	\$25,000	\$20,625	\$69,400	\$5,500	\$52,500	\$133,100	\$178,600	\$33,000
Enhancement	\$2,300,000	\$0	\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grand Total	\$4,716,639	\$330,274	\$2,356,295	\$375,495	\$393,950	\$117,795	\$152,085	\$106,925	\$262,910	\$179,050	\$253,110	\$188,750

Expenditure Summary by CAPEX Type (Less Stronger Communities Program)												
CAPEX Type	Total	Year Backlog	1	2	3	4	5	6	7	8	9	10
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Backlog	\$330,274	\$330,274	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Renewal	\$1,548,140	\$0	\$56,295	\$354,995	\$368,950	\$97,170	\$82,685	\$101,425	\$210,410	\$45,950	\$74,510	\$155,750
Replacement	\$538,225	\$0	\$0	\$20,500	\$25,000	\$20,625	\$69,400	\$5,500	\$52,500	\$133,100	\$178,600	\$33,000
Enhancement	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grand Total	\$2,426,639	\$330,274	\$66,295	\$375,495	\$393,950	\$117,795	\$152,085	\$106,925	\$262,910	\$179,050	\$253,110	\$188,750

It can be seen that over the 10 years there is a high level of fluctuation that could be reduced by further analysis. Such variations are due to the expected life cycles of various elements. These life cycles can be managed as each element approaches its useful life. Further analysis is provided in Table 4.7 taking into account benchmark estimates across various sectors.

As a major component of this project relates to master planning for Memorial Park, budget estimates have been provided by sub precinct in Table 4.6.

4.4 Comparative Benchmarking of Budget Estimates

Table 4.7 provides an analysis of broad costs for managing assets using industry figures. Notes to the table outline how these figures are derived. The purpose of this analysis is to test the adequacy of proposed budgets. The basis for these include:

- Backlog maintenance less than 200% on annual maintenance is manageable. Anything beyond that figure suggests a major issue for short and long-term management of service delivery.
- Annual routine maintenance is likely to be in the order of 0.5 to 1% of replacement value depending upon the level of technology embedded in the facilities.
- Renewal/replacement budgets should 1-1.5% of replacement values of facilities. This again will depend on the level of technology within the facilities. For example, hospitals will require a much higher figure (maybe even 4%) whereas basic facilities may be at the lower end.

From the analysis critical issues are:

- Percentages comparison between actual and benchmark costs to replacement costs are reasonable, although there is some distortion in the early years as some catch-up work is undertaken.
- Backlog to maintenance costs shows major issues with several sites. Skate Park can be disregarded at this time as it is working on a low cost base. On the other hand, Memorial Park and Rotary Park show high levels of backlog suggesting that specific management decisions need to be taken. With regards the swimming centre it is showing a lower level of backlog that does not reflect its true needs. Some costs such as renovation of the pools basins has not been shown as backlog as it has been delayed till 2020 to ensure the renovations proposed are well planned within a window of opportunity of pool closure to undertake the works.

Table 4.6: Memorial Park by Sub Precinct (Less Stronger Communities Program)

Venue	Type	Backlog	1	2	3	4	5	6	7	8	9	10	Total	Annualised
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028		
Cricket Oval	Backlog	\$17,700											\$17,700	\$1,770
Cricket Oval	Renewal			\$5,400	\$2,000	\$0	\$0	\$1,000	\$3,900	\$0	\$0	\$2,000	\$14,300	\$1,430
Cricket Oval	Replacement												\$0	\$0
Cricket Oval	Enhancement												\$0	\$0
Cricket Oval	Sub	\$17,700	\$0	\$5,400	\$2,000	\$0	\$0	\$1,000	\$3,900	\$0	\$0	\$2,000	\$32,000	\$3,200
DNA	Backlog	\$23,650											\$23,650	\$2,365
DNA	Renewal		\$4,425	\$41,760	\$0	\$5,600	\$1,500	\$9,350	\$800	\$1,950	\$9,720	\$1,500	\$76,605	\$7,661
DNA	Replacement		\$0	\$10,000	\$0	\$0	\$10,400	\$0	\$0	\$1,500	\$0	\$0	\$21,900	\$2,190
DNA	Enhancement		\$10,000										\$10,000	\$1,000
DNA	Sub	\$23,650	\$14,425	\$51,760	\$0	\$5,600	\$11,900	\$9,350	\$800	\$3,450	\$9,720	\$1,500	\$132,155	\$13,216
Rovers	Backlog	\$13,930											\$13,930	\$1,393
Rovers	Renewal			\$9,060	\$0	\$10,400	\$4,250	\$13,700	\$140,090	\$5,000	\$10,400	\$0	\$192,900	\$19,290
Rovers	Replacement									\$40,500	\$54,300		\$94,800	\$9,480
Rovers	Enhancement												\$0	\$0
Rovers	Sub	\$13,930	\$0	\$9,060	\$0	\$10,400	\$4,250	\$13,700	\$140,090	\$45,500	\$64,700	\$0	\$301,630	\$30,163
Showgrounds	Backlog	\$55,990											\$55,990	\$5,599
Showgrounds	Renewal		\$4,850	\$10,350	\$7,950	\$5,175	\$6,000	\$5,975	\$0	\$750	\$2,040	\$0	\$43,090	\$4,309
Showgrounds	Replacement							\$2,500	\$14,000	\$11,500	\$3,500	\$0	\$31,500	\$3,150
Showgrounds	Enhancement												\$0	\$0
Showgrounds	Sub	\$55,990	\$4,850	\$10,350	\$7,950	\$5,175	\$6,000	\$8,475	\$14,000	\$12,250	\$5,540	\$0	\$130,580	\$13,058
Grounds General	Backlog	\$27,501											\$27,501	\$2,750
Grounds General	Renewal			\$23,000	\$1,000	\$1,280	\$0	\$15,000	\$0	\$1,000	\$0	\$0	\$41,280	\$4,128
Grounds General	Replacement												\$0	\$0
Grounds General	Enhancement												\$0	\$0
Grounds General	Sub	\$27,501	\$0	\$23,000	\$1,000	\$1,280	\$0	\$15,000	\$0	\$1,000	\$0	\$0	\$68,781	\$6,878
Total		\$138,771	\$19,275	\$99,570	\$10,950	\$22,455	\$22,150	\$47,525	\$158,790	\$62,200	\$79,960	\$3,500	\$665,146	\$66,515

Table 4.7: Maintenance Efficiency Analysis

#	Precinct	Annualised (1)	Replacement Value (2)	Annualised to Replacement (3)	Ratio Backlog to Replacement (4)	Desired Annual to Replacement (5)	Maintenance Costs (6)	Backlog (7)	Backlog to Maintenance (8)
	a	b	c	d	e	f	g	h	i
1	Skate Park	\$1,340	\$157,647	0.9%	2.8%	0.4%	\$631	\$4,450	705.7%
2	Indoor Stadium	\$43,600	\$4,291,487	1.0%	0.8%	1%	\$42,915	\$35,765	83.37%
3	Memorial Park	\$66,515	\$7,142,399	0.9%	1.9%	0.5%	\$35,712	\$138,771	388.6%
4	Swimming Centre	\$41,130	\$4,288,110	1.0%	1.3%	1%	\$42,881	\$53,903	125.7%
5	Rotary Park	\$8,697	\$1,662,635	0.5%	2.3%	0.5%	\$8,313	\$37,450	450.5%
6	Hardinge Oval	\$27,297	\$3,321,894	0.8%	0.3%	0.8%	\$26,575	\$9,300	35.0%
7	Conargo RR	\$8,803	\$1,980,755	0.4%	1.0%	0.6%	\$11,885	\$18,995	159.8%
8	Blighty RR	\$33,614	\$3,318,926	1.0%	0.6%	0.8%	\$26,551	\$20,240	76.2%
9	Pretty Pine RR	\$11,369	\$1,756,718	0.6%	0.6%	0.8%	\$14,054	\$11,400	81.1%
10	Total/Average	\$242,664	\$27,920,571	0.8%	1.3%		\$209,517	\$330,274	234.0%

Notes:

1. Annualised costs for renewal/replacement from the data sheets attached.
2. Replacement value derived from 2015 and 2018 valuation reports for ERC.
3. This is the ratio of costs derived in columns (b) and (c) as a percentage.
4. This is the ratio of costs from columns (h) and (c) as a percentage.
5. This percentage is based on a normal annual maintenance costs of say 1% of replacement costs as a benchmark. This percentage has been adjusted to suit differing levels of technical requirement for each building.
6. Maintenance costs are based on the replacement costs (2) adjusted by the percentage (5).
7. Backlog is provided from the data sheets.
8. This figure is the ratio of backlog (7) to maintenance costs (6) as a percentage.

5.0 Summary and Conclusions

The portfolio is characterised by the following issues and needs:

- Generally, the portfolio is reasonably maintained although some of the older buildings are showing signs of end of life. This range of condition of the portfolio is consistent with other similar large building groups elsewhere. The level of backlog generally is also indicative of the maintenance services and the level of usage.
- The audit also showed that there is a good spread of ratings across the portfolio which supports future through life management, subsequent disposal and the capacity to bring on new contemporary buildings over time.
- The rating of the buildings requiring specific attention/review is shown in Tables 4.1 and 4.4. Specific recommendations have been provided for future management
- Accessibility has been rated across most venues is inconsistent with code requirements, with deficiencies noted in various areas of this report. In most cases there is upgrades required for each building, and budgets for this have not been indicated at this stage. It is recommended that a detailed DDA audit is conducted to identify, prioritise and cost compliance issues.
- There are no major CPTED issues identified.
- ERC has prepared several plans for development and upgrade of facilities, namely as part of the Stronger Communities Program. These costs have, where appropriate, been recognised in the cost plan.
- A number of buildings have been recommended for demolition/disposal with another couple needing review to determine the best action to take in future management.
- It is noted that there is a lack of visibility of asbestos management across the whole portfolio and consequent lack in field identification of material.
- There is a need to upgrade signage both as part of building signs and as part of way finding within precincts. Provision has been made in part with the cost structure, although a detailed signage strategy/plan is recommended.
- With the expertise of the writer in swimming pool operation and management the following specific suggestions are made for the swimming centre
 - Separate plant for toddler's pool to minimise risks relating to cryptosporidium and similar health issues.
 - Provide stainless steel nozzles on the return lines into the pools to assist circulation and minimise "dead water".

- Undertake planning for renovation of pool basins (including investigation of pool movement) to ensure at least another 20 years can be gained on useful life.
- Install a second circulating pump to provide reserve capacity and ensure adequate turnover.
- Renovate and upgrade the pool plant rooms to address operation and management of pool water.
- Provide disabled access such as ramps or lifts into each pool, above other specific requirements for DDA compliance needs.

Finally, a major concern exists with the adequacy of the Rotary Park Amenities building which has been mentioned various times through this report.

Attachments

1. Detailed Condition Audit/Remaining Useful Life
2. Summary of comments (previously advised)
3. Cost by Asset Group
4. Cost by Precinct
5. Cost by Classification
6. Cost by Asset Group (less Stronger Communities Program)
7. Cost by Precinct (less Stronger Communities Program)
8. Cost by Classification (less Stronger Communities Program)

Attachment 1

Detailed Condition Assessment/Remaining Useful Life

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
Skate Park	Ramps	Ramp structures and immediate surrounds	4	L3	Backfill behind jumps to contain undermining, remove raised black pipe, cut back sharp edges on steelwork
	Other infrastructure	Shade structure (3), paving (3), seating (3)	3	L3	Replace seat backs
Memorial Park	DNA Clubhouse	Brick building with brick storage shed adjacent	2	L3	Good condition for age, well maintained
	DNA Courts	5 courts, fencing, lighting*, dugouts, covered spectator seating	4	L2	Surface and subsurface water damage to courts. Court dimensions not compliant.
	Old Toilet Block	M/F toilets, storage area and canteen. Painted block	5	L1	Major renovation required on all elements. Usage is minimal.
	Old DNA Courts	2 bitumen courts (4), lighting* (4), dugouts (5), fencing (3), adjacent kids play area (4)	4	L1	Perimeter drainage inadequate, court surface poor, lighting minimal. Kids play area very old but still used. Courts are not compliant
	Cricket Shed	Enclosed metal shed, aluminium seating	3	L3	Fix roof plumbing, some general rust evident
	Cricket Oval Infrastructure	Oval fence (3), practice nets (4), perimeter seating (4), sight screens (3)	4	L2	Timber slats on seats deteriorating, bad shade structure on E side, practice nets and cages in poor condition
	Rovers Netball Courts	2 bitumen courts (2), fencing (3), spectator seating in sheds (2), lighting* (3)	2	L3	Generally good condition
	Rovers Netball/AFL	M/F/D toilets and changerooms (3), new club	3	L3	Generally, in suitable condition. Play area needs some renovation. Roof drainage needs to be replumbed

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
	Change	room with changeroom (2), kids play equipment (3)			
Memorial Park	Rovers Club Rooms	Timber with metal roof includes function area, kitchen, toilets, offices, disabled access ramp	3	L3	Generally, in good condition with recent additions/renovations suitable. Good disabled access to building although adjacent parking is not provided.
	Oval Infrastructure	Oval fence (3), goal posts (3), scoreboard (2), perimeter seating (5), lighting* (3)	4	L3	Perimeter seating in poor condition.
	Rovers Change room	Ground floor with change rooms, training, and team prep areas	4	L2	Building exterior is deteriorating. Change rooms and toilets need renovation.
	AG Office (above Rovers Change room)	Top floor of previous with toilets, function room kitchen, offices and broadcast room, deck access.	3	L2	Building exterior is deteriorating. Timber decks and stairs need renovation. Internally it is in reasonable condition for age.
	Show Jumping	Transportable building for admin of show jumping	1	L4	Two years old, limited use.
	Collectors' pavilion	Closed metal shed, access paths and transportable disabled toilet at rear	2	L3	Well maintained.
	Food outlet	Metal shed for food preparation, serving, and adjacent structure	3	L2	Due for renovation.
	Toilet Block	M/F toilets	5	L1	Building is severely deteriorated and would need major renovation. Scope is limited due to ageing.
	Toilet block with Showers	Brick with metal roof. M/F toilets, adjacent shower	4	L2	Plumbing service is recurrent issue. Work needed on renovation to address presentation.

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
		structure/shelter			
	Open Pavilions	Three open steel framed sheds with a fourth shed at rear boundary of area	4	L2	Basic steel framework needs rust treatment. Several roofing sheets need replacement. Internal fit out needs similar renovation with replacement of timber panels.
	Other Sheds	Metal sheds for displays	3	L3	Enclosed metal in reasonable condition. Underside of wall sheets is buried and rusting evident.
	Sheep Shelter	Small covered area with extension	4	L2	As per the open pavilion needs renovation on rust areas, replacement of fascia, downpipes. Problem with structural adequacy of small attached section.
	Cricket nets (new)	3 new wicket practice nets	1	L4	Work in progress.
Memorial Park	General site infrastructure	Roads and parking (4), external perimeter fencing (3), entry gate (3), poles (4), switchboards (4), loading ramp (2), metal yards (3), lighting* (4), signage (4)	4	L3	General gravel roads need regular levelling. Limited designated carparking. Many internal timber poles need replacing. Most switchboards need upgrading. Area lighting appears inadequate and direction signage is limited.
Indoor Stadium	Hiring and usage areas	Main arena floor, seating, gymnastics area, building exterior, lighting *, ballet room	4	L2	External/internal steel structure needs treating. Floor and lines need refurbishing. Sub floor needs major work evidenced by floor levels and movement. It is understood that the floor will be replaced as part of the pending capital project.
	Support Areas	Offices, foyer, amenities, kitchen, toilets	3	L3	All areas are in suitable condition, with some minor damage. One disabled toilet used as store.
	External areas	Carparking (4), fencing (3)	4	L2	Carpark is deteriorating, uneven and is unlit. External fence is reasonable although some minor repairs required. External area drainage is minimal.
Swimming Centre	Pools	50m, 20m and toddlers' pool, shade structures over pools	4	L2	All pools are empty and need substantial work on finishes (painting, tiling, etc). Concern at movement in main pool basin.

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
					Adjacent paving requires work to reduce trip hazards. Earthing of shade structures and pool handrails is unknown. No disabled entry provided.
	Plant Room	Plant (4), building (4), local secure fencing (3)	4	L2	Building is in poor condition. Plant needs substantial work to upgrade. Review bunding capacity for chemicals.
	Hydro Pool	Newer indoor pool with change rooms, plant room and office	3	L3	Hydro pool in reasonable condition. Some minor cracking of finishes.
	Building	Change rooms, club rooms, entry foyer, office and store, entry and canteen	4	L2	Change rooms need upgrade. Building as a whole is dated and in need of upgrade with some cracking in walls.
	Infrastructure	Pool lighting* (4), paving (4), shelters (3), fencing (3), carparking (4)	4	L2	No disabled pool access or change rooms. Street carparking is deteriorating, lighting towers and steel pool shelters need painting.
Hardinge Park	RAMS Clubhouse	Metal roof and walls. Includes everything within building envelope	3	L3	Internally the building is in reasonable condition with newer areas recently renovated. Change rooms have been upgraded. Gymnasium area is basic. Externally substantial work required to treat rust in framing and fixing roof drainage.
	Other buildings	Toilets (3), storage shed (3), spectator shed (4), entry booth (3), gate storage (3), umpires box (4)	3	L3	These facilities are in reasonable condition although timber fascia on spectator shed needs replacing.
	Netball Courts	2 Courts (4), lighting* (3), dugouts (3), immediate fencing (3)	4	L3	Netball court surfaces are deteriorating (understood funding is available to upgrade).
	Infrastructure	Entry Structure (3), roads and parking (4), field lighting* (3), oval fencing (4), external	4	L3	Roads, parking need grading. Oval fencing and seating due for refurbishing.

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
		fencing (3), scoreboard (2), spectator seating (3)			
Rotary Park	Amenities Building	Masonry with metal roof. Amenities include change rooms, function, kitchen, toilets, storage	4	L2	This building has several structural issues and appears to be incomplete e.g. unpainted walls/ceiling, not vermin proof.
	BBQ Structure	Metal roof (3), timber frame (2), BBQ plates (2) and seating (3)	3	L3	Generally, in sound condition.
	Infrastructure	Perimeter fencing (3), roads (3), log barriers (3), entry gateway (3), field lighting* (3), goals (2)	3	L3	Generally, in sound condition although roads need more compacted fill to reduce waterlogging. Fields become water logged so consider releveling.
Pretty Pine Recreation Reserve	Community Hall	Metal walls and roof. Function area, kitchen, toilets, change rooms, Council meeting suite	2	L3	Building is in good condition throughout given its age.
	Kitchen	Metal camp kitchen	2	L3	Good condition.
	Residence	Timber with metal roof prefab structure	3	L3	Access could not be gained for internal inspection. Caretaker was happy with general condition.
	Pistol Range	Pistol firing building (new), mounds, fences	2	L3	New work, good condition.
	Service sheds	Metal, open and lock up	3	L3	Serviceable
Pretty Pine Recreation Reserve	Horse compound	Exercise yards, control shed (metal), fencing	3	L3	Serviceable
	General infrastructure	Entry (3), external fencing (3), roads (3), tennis courts with fence and lights (4)	3	L3	Generally, in reasonable condition. Tennis courts need substantial work and appear not to be used.
Conargo	Museum	Timber with metal roof.	2	L3	Good condition and suitable standards maintained.

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
Recreation Reserve		Central display glazed atrium, toilets for M/F/Dis at either end			
	Community Hall	Metal walls and roof. Main function area, kitchen, toilets and external storage area with central plant system	3	L3	Rusting of support columns with two bases hidden in garden edging. Other areas in condition consistent with age and require some periodic/cyclic work.
	Kitchen, BBQ Structure	Timber post with metal roof. BBQ benches, tables, chairs	3	L3	Satisfactory condition
	Play Grounds	Two play grounds with good contemporary play equipment, shade cloth structure fencing	3	L3	Play equipment in good condition. Bases of support structure are covered in several instances. Platforms on edging need refurbishing.
	Storage shed	New metal structure	2	L4	New condition
	Toilet block	Masonry with metal roof. M/F under current renovation.	4	L2	Temporarily closed down
	Infrastructure	Paving blocks, bollards, roads, fencing (timber and mesh)	3	L3	Generally, in suitable condition
Blighty Recreation Reserve	Entry structure	Metal building providing covered gate keeping	2	L3	Basic structure is suitable condition.
	Clubhouse	Brick with metal roof. Includes toilets, team facilities, function room, kitchen and meeting room.	3	L3	In reasonable condition with usage. Change facilities require substantial work, and main floor appears to require refurbishing.
	Netball courts	2 new courts with lighting*, fencing, spectator seating (covered)	1	L4	New courts, good condition

Location	Site/Building	Description/Coverage (Ratings for individual assets in brackets)	Assessed Rating	Remaining Useful Life	Summary Comments
Blighty Recreation Reserve	Old court	Bitumen courts with lighting* and fencing	4	L2	Poor condition. Programmed for replacement.
	Netball buildings	Brick with metal roof. Includes central area, toilets, canteen.	4	L1	At end of life, with significant level of work required. Programmed for replacement.
	Play structure	Covered structure with contemporary play structures. Bark fill and timber edging	3	L3	Play equipment is in good condition. Timber edging needs fixing where splintering in several areas. Fencing is sound.
	Infrastructure	Oval fencing, scoreboard, field lighting*, external perimeter fencing, dugouts	3	L3	Generally, in good condition.

Notes:

1. **Lighting*** indicates presence of lighting system and any visible signs of maintenance issues. Light testing was not undertaken to determine levels/coverage to the relevant sporting standards. However visual inspection of sports field lighting suggest that level and distribution of lighting is uneven. Netball lighting for all courts appears to be adequate. Sports field, carpark and general external building lighting should be tested for compliance.
2. More detail on Remaining Useful Life is provided in the body of the report, in particular where L2 and L1 ratings have been applied.

Attachment 2

EDWARD RIVER COUNCIL (ERC) RECREATION STRATEGY
SUMMARY OF KEY ISSUES FROM CONDITION AUDIT

Below is a summary of significant/immediate issues identified in the inspection program as part of the development of the recreation strategy. These issues relate to such elements as structural and risk management that need to be brought to the attention of ERC management in advance of the completion of the study.

Whilst some of these comments are not directly related to the scope of the audit, they none the less have been identified as matters of some concern based on the overall experience and expertise of the inspector. Whilst mitigating risk options have been proposed this is properly a matter for ERC to determine based on corporate imperatives and current works. Addressing these points may well be part of the asset management policies and practices.

Location	Building	Description of Issue/Risk	Mitigating Risk Options
General	General	Many switchboards do not have Residual Current Devices for power/lighting to protect for earth leakage as required by codes. This should include testing/logging by competent authorities	Initiate program to install/test/log Residual Current Device as necessary, and provide switched points (not 413s)
	General	List of electrical circuits and diagrams should be displayed at each switchboard	Update Boards, and circuits at each field location
	Leads	Power leads and appliance leads need to be test and tagged to codes	Update as necessary
	Access Risks	Few sites have diagrams showing emergency evacuation, and fire equipment locations	Provide relevant signage
	Several sites (Conargo and Blighty)	Support columns for roof/play covers are rusting and/or cannot be inspected (base plates/rag bolts are covered or embedded into gardens). In many cases are properly installed and open for inspection	Relocate garden edges to inside support structures. Treat rusted components
	Play areas	Splintering of platform seating edge timbers	Repair/replace
Memorial Park	Netball old toilet	Cracking over door headers, and at NW corner	Monitor
	The Chalmers Family Sheep Shelter	Structural stability of framework of newer extension	Report

Location	Building	Description of Issue/Risk	Mitigating Risk Options
	Open sheds	Fix electrical conduit in roof space, and adequately support pendant lights/power points	Review and modify as necessary
	Toilet block Rovers FC change block	Cracking throughout walls in several places	Monitor
Rotary Park	Amenities Block	Block joints opening up (severely in some instances) likely through settlement, with some vertical cracking through blocks. NW corner shows major break in support. Internal ceilings appear to have moved.	Structural inspection and rectification. Confirm Certificate of Occupancy as building seems to be unfinished
Swimming Centre	Main Pool	Movement along construction joint at deep end	Full survey to monitor
	Structures adjacent to pools	Earthing of shade cloth structures of children's and second pool not evident. Handrails into all pools need to be earthed	Need to confirm
Deni Skate Park	Ramps	Erosion of fill material exposing slab fill/support	Backfill and compact
	Pipe	Exposed black pipe safety hazard	Cover and protect as necessary





Appendix 2: Detailed Organisation Findings

Tables with details provided by the interviewed sport and recreation clubs can be found in this section.

Deniliquin RSL Club

The Deniliquin RSL Club was not available for discussions when this study was being prepared. However, detail from an earlier discussion when the open space strategy was being prepared is reproduced here.

The Deniliquin RSL Club provide various sporting facilities and a park with playgrounds near the licensed club. The Club has recently installed a Liberty Swing in the park. The park is mowed by Council.

The RSL Bowls Club is looking for financial assistance (grants) to put in artificial greens and provide shade cover to make the facility more viable.

The Club is considering long term options for the tennis courts as the tennis club closed some ten years ago. There are no firm proposals at this stage.

The Club does not have plans for how these facilities will be developed but rather reacts to requests and ideas when it has some spare money.

Organisation Details

Organisation Name	Park or Reserve	Membership Senior 2018	Membership Junior 2018	Expected Membership Trends
Blighty AFL Club	Blighty Recreation Reserve			Not known
Blighty Netball Club	Blighty Recreation Reserve	40	41	Stable
Blighty Tennis Club	Blighty Recreation Reserve	32	40	Juniors increasing, seniors decreasing
Deniliquin & District Cricket Association	Memorial Park	52	74	Increase
Deniliquin Athletics Club	Hardinge Street Oval		106 (Little Athletics only)	Increase
Deniliquin Boat Club	Private Land	TBA	TBA	Increase
Deniliquin Bowling Club	Private Land	145 (bowlers) 750 (social)	1	Bowler numbers are decreasing but social membership is increasing
Deniliquin Clay Target Club	Racecourse Reserve	16	3	Decline
Deniliquin Collectors Club	Memorial Park			Not stated
Deniliquin Cycling Club	Nil (road cycling)	50 (approximately)	Nil	Unknown
Deniliquin District Soccer Club	Rotary Park	30	250	Stable
Deniliquin Drivers Rugby Union Football Club	Rotary Park	50	Nil	Increase
Deniliquin Field and Game	Racecourse Reserve	100	20	Decline
Deniliquin Golf Club	Deniliquin Golf Course	580 (golf) 200 (social)	Not stated	Decline
Deniliquin Lawn Tennis Club	Deniliquin Lawn Tennis Club	100	100	Increasing including croquet (due to lights)
Deniliquin Motorcycle Association	Association Track	60	50	Increase
Deniliquin Netball Association	Memorial Park	16	161	Steady
Deniliquin Pastoral and Agricultural Society	Memorial Park			Not stated
Deniliquin Pony Club	Crown Land	12 adults 18 social	45	Increase
Deniliquin Racecourse Trust	Racecourse Reserve	9 Trustees	Nil	n.a.
Deniliquin Racing Club	Racecourse Reserve	187	Nil	Increase
Deniliquin RAMS Football and Netball Club	Hardinge St Oval	TBA	TBA	Increase
Deniliquin RSL Bowls Club	RSL			Unknown
Deniliquin Sporting Car Club	Association Track	35 to 45	5 to 10	Stable
Deniliquin Tentpegging Association	Memorial Park	8 - 12 attend events		Stable
Deniliquin Wanderers Soccer Club (Seniors)	Rotary Park	8	Nil	Increase
Gum Creek Polocrosse Club	Pretty Pine Recreation Reserve	4	Nil	Increase
Pretty Pine Pistol Club	Pretty Pine Recreation Reserve	35	Nil	Stable
Rovers Football and Netball Club	Memorial Park	455	110	Increase

Facility Issues and Needs

Organisation Name	Issues with Facilities	New Facility Needs	Activity Needs
Blighty Netball Club	Nil	Need new club house (soon to be constructed by Council)	Nil
Blighty Tennis Club	Nil		Nil
Deniliquin & District Cricket Association	Amenities building issues—location, disabled access and size. Ovals—wickets need to be replaced, outfielders quite slow.	Club Rooms (high priority); Change rooms (high priority); Cricket Wickets need to be upgraded to keep up with recommended standard (medium priority)	Increase Junior Competitions to increase participation across more age groups.
Deniliquin Athletics Club	The long jump, discuss and shot-put area are too close together. Athletes are capable of throwing outside of the space. There is limited storage.	New storage (high priority); New discuss area (medium priority) and a synthetic track (low priority).	Cross Country Course
Deniliquin Boat Club	River heights in flood.	Disability access is a high need. The clubhouse is small and getting old and will be a long-term need.	Would like to do more events e.g. wake-boarding, barefoot, slalom skiing, concerts and social events (e.g. festivals)
Deniliquin Bowling Club	Nil	Painting the outside of the clubhouse, Lighting one of the greens, potholes in car park, car parking line-marking	Nil
Deniliquin Clay Target Club	Nil	Toilets to be made accessible (high priority) and maintenance of internal road (high priority)	Nil
Deniliquin Collectors Club	Nil	Nil (at present)	Nil
Deniliquin Cycling Club	Access to shower facilities in a Council Park for use after rides	Nil	Nil
Deniliquin District Soccer Club	Drainage, car parking and access road (wet and boggy); clubrooms are falling apart; turf maintenance. The road and car park are significant safety issues.	High priorities are the road and car park The club house needs significant repair or replacement.	Off-season social soccer for high school students to maintain their interest in the sport.
Deniliquin Drivers Rugby Union Football Club			Summer 7's competition; playground for under 6 visitors to the park. Junior Rugby competition.
Deniliquin Field and Game	Nil	Toilets to be made accessible (high priority); field plan and layout (high priority) and tree planting (high priority).	Nil
Deniliquin Golf Club	Nil	Need to upgrade the kitchen, Need to have a disabled toilet and upgrade club house access. Need to remove old boiler room.	Junior program and Adult program to attract new members.
Deniliquin Lawn Tennis Club	Underutilised tennis courts	All-weather synthetic turf courts (medium priority); fencing and irrigation replacement are a low priority.	Night tennis, winter competition, modified tennis and cardio-tennis.

Organisation Name	Issues with Facilities	New Facility Needs	Activity Needs
Deniliquin Motorcycle Association Inc	Toilets, canteen and dust suppression are not at expected levels	Dust suppression for safety and member experience (high priority); Need toilets and a canteen (medium priority)	Still in start-up/re-establishment phase.
Deniliquin Netball Association	Courts need repair and resurfacing to be made compliant. Public toilets need replacing. The playground does not meet Australian Standards	Public toilet replacement (high priority) and complete court resurfacing (high priority)	Nil
Deniliquin Pastoral and Agricultural Society	Toilets, Barbecue (food building), lighting, Disability access to P&A rooms.	Priorities are: 1. New toilets (replacing P&A toilets) 2. Upgrade the Barbecue Area (the canteen building) 3. Disability access to P&A offices 4. Lighting	
Deniliquin Pony Club	Power, accessibility and rabbit control	» Electricity connection (currently have a generator but it is getting old)—High priority » Disabled toilets (medium priority—club hosts Riding for the Disabled) » Rabbit control under the building (low priority)	Clinics on show-jumping and dressage. Need to find new instructors as local instructors have moved away.
Deniliquin Racecourse Trust	N.A.	N.A.	N.A.
Deniliquin Racing Club	Always trying to upgrade amenities	A racecourse on which to race thoroughbred horses (low priority)	Nil
Deniliquin RAMS Football and Netball Club	Nil	» A new viewing area to watch football from inside the clubhouse (high priority) » Upgrade lights on oval (high priority) » Children's playground (medium priority) » Kitchen upgrade (medium priority)	AFL Youth Girls Team for the girls now playing in the Women's AFL or Netball
Deniliquin Sporting Car Club	Drainage (road reserve and car club site)	Drainage across the site. The site needs a drainage plan and then its development (high priority). Signage for course is a medium priority.	Run motorkhana, drive education (would require a facility upgrade)
Deniliquin Tentpegging Association	Day stalls are satisfactory for club days but too small for events.	New stables would be needed for national and international events.	Could get a major 2-day event every four years or so with about 100 competitors.

Organisation Name	Issues with Facilities	New Facility Needs	Activity Needs
Deniliquin Wanderers Soccer Club (Seniors)	Drainage for car parks and access road. Clubrooms are in a poor state (demolish the building or undertake substantial renovation), security, safety and signage	Upgrading roads, car parking and clubrooms are a high priority. Install a playground is medium priority.	Adventure play needed for the large amount of kids running around before, during and after games. Play ground could go next to the club house.
Gum Creek Polocrosse Club	Pretty Pine Recreation Reserve is "satisfactory" for polocrosse functions.	Biosecurity upgrades are needed to meet legislative standards.	Nil
Pretty Pine Pistol Club	No electricity or water to venue; need to finish ranges and increase the number of disciplines that can be shot. There is no clubhouse.	Range and target development; electricity and water and a clubhouse are all high priorities.	Cannot hold events at the venue until it is properly developed.
Rovers Football and Netball Club	A new deck area at the rear of the clubrooms facing the Edward River. There is no dedicated medical room in the change-rooms.	High priorities are the deck and medical rooms along with a revamped children's playground. A medium priority is the grading and turfing of the area between change rooms and the oval.	Additional football grade—under 11s

Land and Tenure Details

Organisation or Venue Name	Land Ownership	Occupancy Arrangement
Basketball Stadium	Council	Contract
Blighty AFL Club	Council	Blighty Hall & Advancement Committee
Blighty Netball Club	Council	Blighty Hall & Advancement Committee
Blighty Tennis Club	Council	Blighty Hall & Advancement Committee
Deniliquin & District Cricket Association	Council	Section 355 Committee– Memorial Park Users Advancement Committee (MOU in place)
Deniliquin Athletics Club	Council	Year-to-year arrangement with RAMS
Deniliquin Boat Club	Private	Not applicable
Deniliquin Bowling Club	Private	Not applicable
Deniliquin Clay Target Club	Crown (Direct)	Arrangement with Crown
Deniliquin Collectors' Club	Council	MOU
Deniliquin Cycling Club	n/a	Not applicable
Deniliquin District Soccer Club	Council	Nil - book fields
Deniliquin Drivers Rugby Union Football Club	Council	Nil - book fields
Deniliquin Field and Game	Crown (Direct)	Arrangement with Crown
Deniliquin Golf Club	Private land (except for a small practice fairway which is Crown Land)	Arrangement with Crown for practice fairway
Deniliquin Lawn Tennis Club	Private land	Owned freehold
Deniliquin Motorcycle Association Inc	Crown (Direct)	Arrangement with Crown
Deniliquin Netball Association	Council	Section 355 Committee– Memorial Park Users Advancement Committee
Deniliquin Pastoral and Agricultural Society	Council	Section 355 Committee– Memorial Park Users Advancement Committee
Deniliquin Pony Club	Crown (Direct)	Arrangement with Crown
Deniliquin Racecourse Trust	Crown (Direct)	Arrangement with Crown
Deniliquin Racing Club	Crown (Direct)	Arrangement with Crown
Deniliquin RAMS Football and Netball Club	Council	20-year lease to 2028
Deniliquin RSL - Tennis courts and Bowls	Private	Freehold
Deniliquin Sporting Car Club	Crown (Direct)	Arrangement with Crown
Deniliquin Swimming Pool including hydrotherapy	Council	Contract
Deniliquin Tentpegging Association	Council	Hire park from ERC and private arrangement with Deniliquin Golf Club
Deniliquin Wanderers Soccer Club (Seniors)	Council	Nil - book fields
Gum Creek Polocrosse Club	Council (activity takes place on Crown Land)	Permit obtained from LLC
Pretty Pine Ground Committee	Council	Pretty Pine Hall & Advancement Committee
Pretty Pine Pistol Club	Council	Pretty Pine Hall & Advancement Committee
Rovers Football and Netball Club	Council	Section 355 Committee– Memorial Park Users Advancement Committee

Council Assistance

A number of organisations in the next table were not interviewed as they are not a sporting club but their assistance from Council is recorded for information purposes.

Organisation or Venue Name	Council Assistance as Advised by the Organisation	Council Assistance as advised by Council Officer
Basketball Stadium	Any assistance to the contract manager is set out in the contract	No other assistance is provided by Council.
Blighty Advancement Committee	\$60,000 maintenance budget to Advancement Committee / Hall plus grants	Committee looks after inside the fence (mowing / veg) Council looks after the outside of the fence. Council maintains the Hall and inspects the playground. The \$57,000 annual payment to the Committee has stopped. Council maintains the lights on the oval and courts, the irrigation system. The Blighty Advancement Committee has a water licence.
Blighty AFL Club		
Blighty Netball Club		
Blighty Tennis Club		
Booorooban Social and Sporting Club	Not interviewed	Council looks after the hall, playground and toilet. There is a bore for water.
Conargo Memorial Hall	Not interviewed	Conargo Village - one maintenance person who does 12 hours in summer and 4 hours per week in winter. They do the mowing and irrigation. The hall is cleaned by a contractor.
Deniliquin & District Cricket Association	Council prepares outfields (mowing, etc)	The public toilets (except the P&A Society) at Memorial Park are looked after by Council. The Rovers pay a fee and Council does all the maintenance on the turf, Rovers do all the maintenance on their buildings. The P&A Society maintain their own buildings and clean their own toilets.
Deniliquin Athletics Club (at RAMS)	Mowing and rubbish collection.	Club pays a peppercorn rent, Council clears the rubbish, cleans the toilets, mows the oval (26-32 times per year) RAMS paid for the buildings and irrigation.
Deniliquin Boat Club	No direct assistance but have received grant funding.	Nil
Deniliquin Bowling Club	Council tops up the lagoon that the Club irrigates from when the level falls. Have received a grant from Council for disabled toilets.	Club gets water allocation from Council if they run out.
Deniliquin Clay Target Club	Nil	Nil
Deniliquin Collectors' Club	Nil	Nil
Deniliquin Cycling Club	Nil (possible assistance for events on request)	Nil
Deniliquin District Soccer Club	Mowing, rubbish removal, clean outside toilet and inside on request, road maintenance on request, grading of road on request, irrigation maintenance on request.	Council mows fields (24-26 times per year), clears rubbish, maintains irrigation, clean public toilets. Club looks after canteen and change rooms.
Deniliquin Drovers Rugby Union Football Club		
Deniliquin Field and Game	Nil	Nil
Deniliquin Golf Club	Nil	Nil
Deniliquin Lawn Tennis Club	Nil	Nil
Deniliquin Motorcycle Association Inc	Nil	Nil

Organisation or Venue Name	Council Assistance as Advised by the Organisation	Council Assistance as advised by Council Officer
Deniliquin Netball Association	Rubbish collection	The public toilets (except the P&A Society) at Memorial Park are looked after by Council. The Rovers pay a fee and Council does all the maintenance on the turf, Rovers do all the maintenance on their buildings. The P&A Society maintain their own buildings and clean their own toilets.
Deniliquin Pastoral and Agricultural Society		
Deniliquin Pony Club	Council help with small requests (e.g. providing a bit of soil or sand) and are very good to the club. Council close the road for the cross-country (about three times/year) and they grade the road on request.	Council provides the occasional truck load of dirt, does some tree management and assists with road closures for events.
Deniliquin Racecourse Trust ¹	Annual allocation of irrigation water no charge.	No maintenance
Deniliquin Racing Club		
Deniliquin RAMS Football and Netball Club	Mowing, road grading, rubbish collection, perimeter fence repairs, cleaning outside toilets, top dressing and scarifying oval. Provide grants.	Club pays a peppercorn rent, Council clears the rubbish, cleans the toilets, mows the oval (26-32 times per year) RAMS paid for the buildings and irrigation,
Deniliquin RSL – Tennis courts and bowls club	Nil	Nil
Deniliquin Sporting Car Club	Occasional rubbish bin collections	No maintenance
Deniliquin Swimming Pool including hydrotherapy	Any assistance to the contract manager is set out in the contract	No other assistance is provided by Council.
Deniliquin Tentpegging Association	Use Memorial Park for Club days but have no base anywhere.	Nil
Deniliquin Wanderers Soccer Club (Seniors)	Mowing and rubbish removal	Council mows fields (24-26 times per year), clears rubbish, maintains irrigation, clean public toilets. Club looks after canteen and change rooms.
Gum Creek Polocrosse Club	Nil	Nil
Mayrung Advancement Committee	Not interviewed	Council does everything though no mowing is required. Council inspects the playground.
Pretty Pine Ground Committee	Not interviewed	The committee does the mowing, The caretaker's house is maintained by Council. Council does provide a budget.
Pretty Pine Pistol Club	Nil	
Rovers Football and Netball Club	Mowing, watering, rubbish collection, odd maintenance jobs.	The public toilets (except the P&A Society) at Memorial Park are looked after by Council. The Rovers pay a fee and Council does all the maintenance on the turf, Rovers do all the maintenance on their buildings. The P&A Society maintain their own buildings and clean their own toilets.
Wanganella & District Advancement Committee		Council looks after the Hall and some mowing and irrigation. A local person currently looks after the gardens and the memorial.

¹ Would like to see DA fees for clubs abolished

Issues Affecting the Organisations

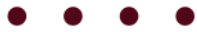
Organisation or Venue Name	Issues Having Greatest Impact	Training Needs	Other Matters
Blighty Netball Club	Cost of participating / difficulty in accessing grants	Need training quite broadly. Not aware of local training opportunities.	
Blighty Tennis Club	Lack of training for coaches / officials/ lack of qualified coaches / insurance costs / cost of participating	Training in funding/strategic planning/ governance/ courses and clinics/ player development.	
Deniliquin & District Cricket Association	Cost of playing / governing body changes / declining number of volunteers / difficulty in accessing grants / technology	Not aware but would like to know more about business planning, risk management, marketing and player development.	
Deniliquin Athletics Club	Falling membership / lack of access to training for volunteers / declining no of volunteers / poor parent support / technological advancements / changes to committee; other = shared facility	Aware of training opportunities but have not accessed.	Volunteers are usually busy parents juggling work and kids. All training requires additional time and effort.
Deniliquin Boat Club	Lack of qualified coaches and officials; insurance costs; governing body rule changes; disability access; changes to committee.	Need training quite broadly. Not aware of local training opportunities.	
Deniliquin Bowling Club	Less youth participating; lack of access to training for volunteers; declining number of volunteers.	Nil	
Deniliquin Clay Target Club	Less youth participation and disability access.	Not interested	
Deniliquin Cycling Club	Nil	Nil	Young people are more engaged in mountain biking. The club has "room" to expand.
Deniliquin District Soccer Club	Lack of qualified coaches; governing body changes; declining number of volunteers; poor parent support; disability access and changes in committee.	Strategic planning; club governance; coach & official accreditation; player development as a minimum. Club is not aware of opportunities.	Not affiliated with NSW or Vic Football therefore resources and assistance is limited. Club does not believe that affiliation would result in much support would be forthcoming.

Organisation or Venue Name	Issues Having Greatest Impact	Training Needs	Other Matters
Deniliquin Drivers Rugby Union Football Club	Most issues listed are affecting the Drivers RUFC except falling membership, access to school facilities and the cost of insurance.	Would like to attend training in ways to attract more funding including grant writing; strategic and business planning; club governance and volunteer management.	DRUFC have proposed a Rotary Park User Group to ERC and are yet to receive a formal response. At the moment there is a vacuum of coordination and control and the club is not sure who to speak to.
Deniliquin Field and Game	Cost of participating.	Not interested in training courses except (maybe) grant writing training.	
Deniliquin Golf Club	Cost of maintenance; cost of playing; disability access; being able to access grants where the club is located on private land.	Nil	Eighty volunteers run the club, only the field staff are paid.
Deniliquin Lawn Tennis Club	Concerned about the possibility of falling membership along with less youth participation. Otherwise impacts include a lack of training for coaches; the costs of insurance and participation; declining numbers of volunteers.	Nil	
Deniliquin Motorcycle Association Inc	Lack of qualified coaches; lack of training for coaches etc; cost of participating; governing body changes; declining number of volunteers; technology advances and risk management.	Would like the opportunity to attend varied types of training to support the club's operations.	
Deniliquin Netball Association	Lack of access to training for volunteers; the cost of maintaining the venue; a lack of qualified coaches; lack of training for coaches; insurance costs; cost of participating; changes in technology; risk management and constant committee changes.	Would like more training opportunities in aspects of club management and the training of coaches and support staff.	It is essential for our association that we keep 5 courts for operation of our competition and tournaments. Timely response from ERC to manage project repair and resurface 5 courts and prevent further deterioration would be appreciated.
Deniliquin Pony Club	Lack of access to training for volunteers; lack of qualified coaches; cost of participating; declining number of volunteers; poor parent support; technology changes; risk management and changes on the committee.	Nil	The site is also used by Riding for the Disabled
Deniliquin Racecourse Trust	N.a.	Club governance.	

Organisation or Venue Name	Issues Having Greatest Impact	Training Needs	Other Matters
Deniliquin Racing Club	Risk management.	Aware of and have attended a broad range of training programs.	WHS reports are provided before and after each race meeting to Racing NSW.
Deniliquin RAMS Football and Netball Club	Cost of maintenance; lack of qualified coaches; insurance costs; governing body changes; poor parent support; disability access; risk management .	Aware of some but not attended, have attended some including funding and grant writing, marketing, coaching accreditation and player clinics	
Deniliquin Sporting Car Club	Falling membership (not all members turn up to drive all the time); Less participation; a lack of qualified coaches and a lack of training for coaches; the cost of participating; governing body changes; declining number of volunteers; accessing grants and technological advancements.	Broadly interested in all training to assist the club and participants.	CAMS training is in Sydney or Melbourne which makes it difficult to access.
Deniliquin Wanderers Soccer Club (Seniors)	Falling membership; lack of qualified coaches; lack of training for coaches; cost of playing; poor parent support.	Would like more training opportunities in aspects of club management and the training of coaches and support staff.	Adventure play space could become a destination playground. A gold coin donation would allow it to pay for its own upkeep and upgrades. There are already public toilets and a barbecue area on the park.
Gum Creek Polocrosse Club	Cost of maintaining the venue; governing body changes in facility requirements; difficulty in access grant funding; risk management; constant changes in the committee.	Would like to know more about training in club governance and committee management; risk management; volunteer management; advertising and marketing	
Pretty Pine Pistol Club		Coach and official accreditation required. Club is aware of opportunities but has not accessed yet.	
Rovers Football and Netball Club	Lack of access to training for volunteers; cost of maintaining venue; governing body changes; declining number of volunteers; disability access and access to grants.	Broadly interested in all training to assist the club and participants.	



Deniliquin Motorcycle Association Inc



Appendix 3: Sportsground Detailed Levels of Service

Memorial Park

Annual Works Activities Performed By Council	Frequency (time/year)	Time (hours)	Plant Cost	Labour Cost	Materials Expense	Estimated Cost
Grass Cutting large oval	36	2.5	\$ 40.00	\$ 60.00		\$ 9,000.00
Grass cutting small oval	22	1.5	\$ 40.00	\$ 60.00		\$ 3,300.00
Grass cutting area outside ovals	20	2.5	\$ 40.00	\$ 60.00		\$ 5,000.00
Bin collection - 25 bins weekly	52	25			\$ 2.20	\$ 2,860.00
Arborist report and tree maintenance	1					\$ 2,000.00
Grading once per year	1	7				\$ 3,500.00
Toilet cleaning	52	2	\$ 40.00	\$ 60.00		\$ 10,400.00
General maintenance seats etc	7	7	\$ 40.00	\$ 60.00		\$ 4,900.00
General weed spraying	1	7	\$ 40.00	\$ 60.00		\$ 700.00
Oval weed spraying	2	7	\$ 40.00	\$ 60.00		\$ 1,400.00
Fertilise	1	3.5	\$ 50.00	\$ 60.00		\$ 385.00
Other costs (Lime)						\$ 2,500.00
General maintenance						\$ 5,000.00
Playground inspections	12	1	\$ 40.00	\$ 60.00		\$ 1,200.00
Total approximate cost						\$ 52,145.00

Other Activities and Costs

- » Building maintenance is managed by the clubs
- » Building cleaning is managed by the clubs
- » Water charges are paid by Council
- » Electricity is paid by the clubs
- » Insurances are covered by Council Insurance. Clubs have own insurances for buildings and activities
- » Clubs supported:
 - Deniliquin Rovers Football and Netball
 - Deniliquin P&A Society
 - Deniliquin and District Cricket Association
 - Deniliquin Netball Association
 - Edward River Society of Model Engineering Inc
 - Deniliquin Collectors' Club

Rotary Park

Annual Works Activities Performed By Council	Frequency (time/year)	Time (hours)	Plant Cost	Labour Cost	Materials Expense	Estimated Cost
Grass cutting	32	2	\$ 40.00	\$ 60.00		\$ 6,400.00
Slashing and general tidy up	32	1	\$ 40.00	\$ 60.00		\$ 3,200.00
Bin collection - 8 bins weekly	52	8			\$2.20	\$ 915.20
Grading once per year	1	7				\$ 3,500.00
Toilet cleaning	52	1	\$ 40.00	\$ 60.00		\$ 5,200.00
General maintenance building	7	7	\$ 40.00	\$ 60.00		\$ 4,900.00
Total approximate cost						\$ 24,115.20

Other Activities and Costs

- » Building maintenance is managed by the clubs
- » Building cleaning is managed by the clubs
- » Water charges are paid by Council
- » Electricity is paid by the clubs
- » Insurances are covered by Council Insurance. Clubs have own insurances for buildings and activities
- » Clubs supported:
 - Deniliquin District Soccer Club
 - Wanderers Football Club
 - Drovers Rugby Club

Hardinge Street Oval

Annual Works Activities Performed By Council	Frequency (time/year)	Time (hours)	Plant Cost	Labour Cost	Materials Expense	Estimated Cost
Grass cutting oval	32	1.5	\$ 40.00	\$ 60.00		\$ 4,800.00
Grass cutting outside ovals	26	1	\$ 40.00	\$ 60.00		\$ 2,600.00
Bin collection - 26 bins weekly	52	26			\$ 2.20	\$ 2,974.40
Arborist report and tree maintenance	1					\$ 1,000.00
Grading twice per year	2	7				\$ 7,000.00
Toilet cleaning	52	1	\$ 40.00	\$ 60.00		\$ 5,200.00
General maintenance seats etc	2	7	\$ 40.00	\$ 60.00		\$ 1,400.00
Playground inspections	12	1	\$ 40.00	\$ 60.00		\$ 1,400.00
Total approximate cost						\$ 26,174.40

Other Activities and Costs

- » Building maintenance is managed by the clubs
- » Building cleaning is managed by the clubs
- » Water charges are paid by Council
- » Electricity is paid by the clubs
- » Insurances are covered by Council Insurance. Clubs have own insurances for buildings and activities
- » Clubs supported:
 - Rams Football and Netball Club
 - Deniliquin Little Athletics Club
 - Auskick

Blighty Recreation Reserve

Annual Works Activities Performed By Council	Description	Estimated Cost
External ground maintenance and spraying	Council spray the perimeter of the oval and carry out maintenance to open area	\$2,000.00
Irrigation maintenance	Council maintain the irrigation system and the water storage dam	\$1,000.00
Bin collection and hire	Council provide for bins and bin collection	\$2,000.00
Building maintenance	Council carry out building maintenance as requested.	\$10,000.00
Playground inspections	1 inspection per month in line with requirements	\$2,500.00
Grade	1 grade per year	\$3,500.00
Building cleaner	Council employ	\$3,000.00
Total approximate cost		\$24,000.00

Other Activities and Costs

- » Oval cutting is managed by the clubs
- » Water charges are paid by Council
- » Electricity is paid by the clubs
- » Insurances are covered by Council Insurance. Clubs have own insurances for buildings and activities
- » Clubs supported:
 - Blighty Football and Netball Club
 - Blighty Tennis Club
- » Income from hire fees is collected by the Section 355 Committee and used to pay electricity charges.

Conargo Recreation Reserve

Annual Works Activities Performed By Council	Description	Estimated Cost
Council employee a casual part-time employee to complete the following tasks within the community.	<ul style="list-style-type: none"> » Oval mowing and maintenance » Bin collection and emptying » Mowing of other reserves » Maintenance of irrigation systems 50% of the costs associated with the provision of this employee has been costed to the recreation reserve for this exercise—16 hours per week. This rate includes for provision of plant and on-cost.	\$17,472.00
Building maintenance	Council carry out building maintenance as requested.	\$10,000.00
Building and toilet cleaner	Council employ a cleaner for the building and toilets	\$9,000.00
Playground inspections	1 inspection per month in line with requirements	\$2,500.00
Total approximate cost		\$38,972.00

Other Activities and Costs

- » Oval cutting is managed by the clubs
- » Water charges are paid by Council
- » Electricity is paid for by the Council
- » Insurances are covered by Council Insurance.
- » Income from hire fees is collected by the Section 355 Committee.

Wanganella Recreation Reserve

Annual Works Activities Performed By Council	Description	Estimated Cost
Council employee a casual part-time employee to complete the following tasks within the community.	<ul style="list-style-type: none"> » Oval mowing and maintenance » Bin collection and emptying » Mowing of other reserves » Maintenance of irrigation systems » Toilet cleaning <p>100% of the costs associated with the provision of this employee has been costed to the recreation reserve for this exercise—4 hours per week. This rate includes for provision of plant and on-cost.</p>	\$8,736.00
Building maintenance	Council carry out building maintenance as requested.	\$10,000.00
Playground inspections	1 inspection per month in line with requirements	\$2,500.00
Total approximate cost		\$21,236.00

Other Activities and Costs

- » Building cleaning is provided by the Section 355 Committee
- » Water charges are paid by Council
- » Electricity is paid for by the Council
- » Insurances are covered by Council Insurance.
- » Income from hire fees is collected by the Section 355 Committee.

Pretty Pine Recreation Reserve

Annual Works Activities Performed By Council	Description	Estimated Cost
Building maintenance including house	Council carry out building maintenance as requested.	\$10,000.00
Playground inspections	1 inspection per month in line with requirements	\$2,500.00
Total approximate cost		\$12,500.00

Other Activities and Costs

- » Building cleaning is provided by the Section 355 Committee
- » Water charges are paid by Council
- » Electricity is paid for by the Council
- » Insurances are covered by Council Insurance.
- » Income from hire fees is collected by the Section 355 Committee. The Pretty Pine Community Committee use the income generated from the rent of the house and other sources to maintain the oval and facility.

9.14 COMMUNITY PARTICIPATION PLAN**Author:** Julie Rogers, Manager Environmental Services**Authoriser:** Adam McSwain, General Manager**RECOMMENDATION**

Division

In accordance with the requirements of the Local Government Act, it is necessary for Council to call a division when voting on any resolution that involves making a planning decision.

That Council:

1. Prepare a community participation plan (attachment 1) and exhibit it for a minimum period of 28 days in accordance with section 2.23(1) and Schedule 1 of the Environmental Planning and Assessment Act 1979.
2. In relation to Chapter 1 Introduction of the Deniliquin Development Control Plan 2016:
 - (a) Prepare an amendment to this chapter (attachment 3) in accordance with section 3.43 of the Environmental Planning and Assessment Act 1979; and
 - (b) Publicly exhibit the amendment in accordance with Schedule 1 of the Environmental Planning and Assessment Act and Part 3 Division 2 of the Environmental Planning and Assessment Regulation.
3. Receive a further report upon completion of the public exhibition of the community participation plan and the amendments to the Deniliquin Development Control Plan 2016.

BACKGROUND

Community participation plans (CPPs) are a new requirement under the Environmental Planning and Assessment Act 1979 (the Act) outlining how and when planning authorities engage the community across their planning functions. Council must have a CPP published on the NSW Planning Portal by 1 December 2019.

As part of the preparation of the CPP it is proposed to amend the Deniliquin Development Control Plan 2016 (DCP 2016) to remove the notification requirements.

Attachment 1 is Council's draft CPP, attachment 2 is Chapter 1 of DCP 2016 which includes the current notification requirements for a development application (DA) and attachment 3 is the draft Chapter 1 of DCP 2016.

ISSUE/DISCUSSIONCPP

The purpose of the CPP is to provide a single document that the community can access that sets out all of the Council's participation requirements under planning legislation, including all minimum mandatory exhibition timeframes. This means that Council will need to transfer all community participation requirements into the CPP before 1 December 2019. If Council does not consolidate their notification requirements into the CPP before 1 December 2019 Council may reference the DCP notification requirements in the CPP but it is the intention of the Department of Planning and Environment to progress amendments to the Act to remove this option.

Council currently relies DCP 2016, the Act and the provisions of environmental planning instruments to determine notification and exhibition requirements for its planning functions including exhibition of a DAs and planning proposals etc. The provisions of DCP 2016 (excluding all requirements for exhibition detailed in the Act) are 'local requirements' and only apply to the former Deniliquin Council. The former Conargo Council relied on the provisions of the Act and

environmental planning instruments and used discretion to determine the notification and exhibition requirements for DAs, planning proposals etc. Both former Councils would determine the notification and exhibition requirements for strategic work (strategies, masterplans etc) on a case by case basis being a public exhibition period coupled with either targeted consultation (ie direct consultation with affected parties such as the exhibition of the Deniliquin Rural Residential Strategy) or a broader exhibition (such as the exhibition of the Deniliquin Public Space Strategy).

Key elements of the draft CPP are:

- Minimum consultation period for DAs will be either 14 or 28 days;
- Minimum consultation period for strategic work will be 28 days; and
- Legislated consultation periods for planning proposals, certain types of DAs etc is 28 days (as required by the Act).

Amendments to DCP 2016

Chapter 1 of DCP 2016 currently contains provisions for the notification and exhibition of DAs (attachment 2). It is proposed that these provisions be removed as they will be detailed in the CPP. The changes proposed are as follows:

- Deletion of section 1.11; and
- Insertion of a sentence at the end of section 1.10 stating that notification and exhibition requirements are detailed in Council's Community Participation Plan.

Provisions from section 1.11 will be moved into the CPP.

It is also proposed to amend section 1.2 to clarify that DCP 2016 applies to land within the Deniliquin Local Environmental Plan 2013 and Deniliquin Local Environmental Plan 1997. Attachment 3 is the draft of Chapter 1 of the DCP 2016.

STRATEGIC IMPLICATIONS

The document ensures that all community participation requirements for planning matters is contained within one document.

COMMUNITY STRATEGIC PLAN

Preparation of the CPP is consistent with target 4.1 *'our built environment is managed, maintained and improved'* and target 3.2 *'our natural environment is protected and enhanced'*.

FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Section 2.23(1) of the Act requires Council to prepare a CPP and the principles that Council must have regard to in its preparation are detailed in section 2.23(2) and exhibition must be undertaken in accordance with Schedule 1. Section 2.24 requires a CPP to be published on the NSW Planning Portal and it must be periodically reviewed. The CPP must be exhibited for a minimum period of 28 days.

A DCP must be made or amended in accordance with Part 3 Division 3.6 of the Act. The DCP amendment must be publicly exhibited for a minimum period of 28 days in accordance with Schedule 1 of the Act and clause 18 of the Environmental Planning and Assessment Regulation (the Regulation). During this time any person may make a written submission about the draft DCP.

Upon completion of the public exhibition Council will be required to consider approving the draft DCP with or without amendment or Council may decide not to proceed. Council must give public notice of its decision in a local newspaper within 28 days. If Council approves a DCP then it

comes into effect on the date that public notice of its decision is given in a local newspaper or on a later dated specified in the notice.

ATTACHMENTS

1. **Draft Community Participation Plan**
2. **Chapter 1 Deniliquin Development Control Plan 2016**
3. **Draft Chapter 1 Deniliquin Development Control Plan**



Community Participation Plan

August 2019

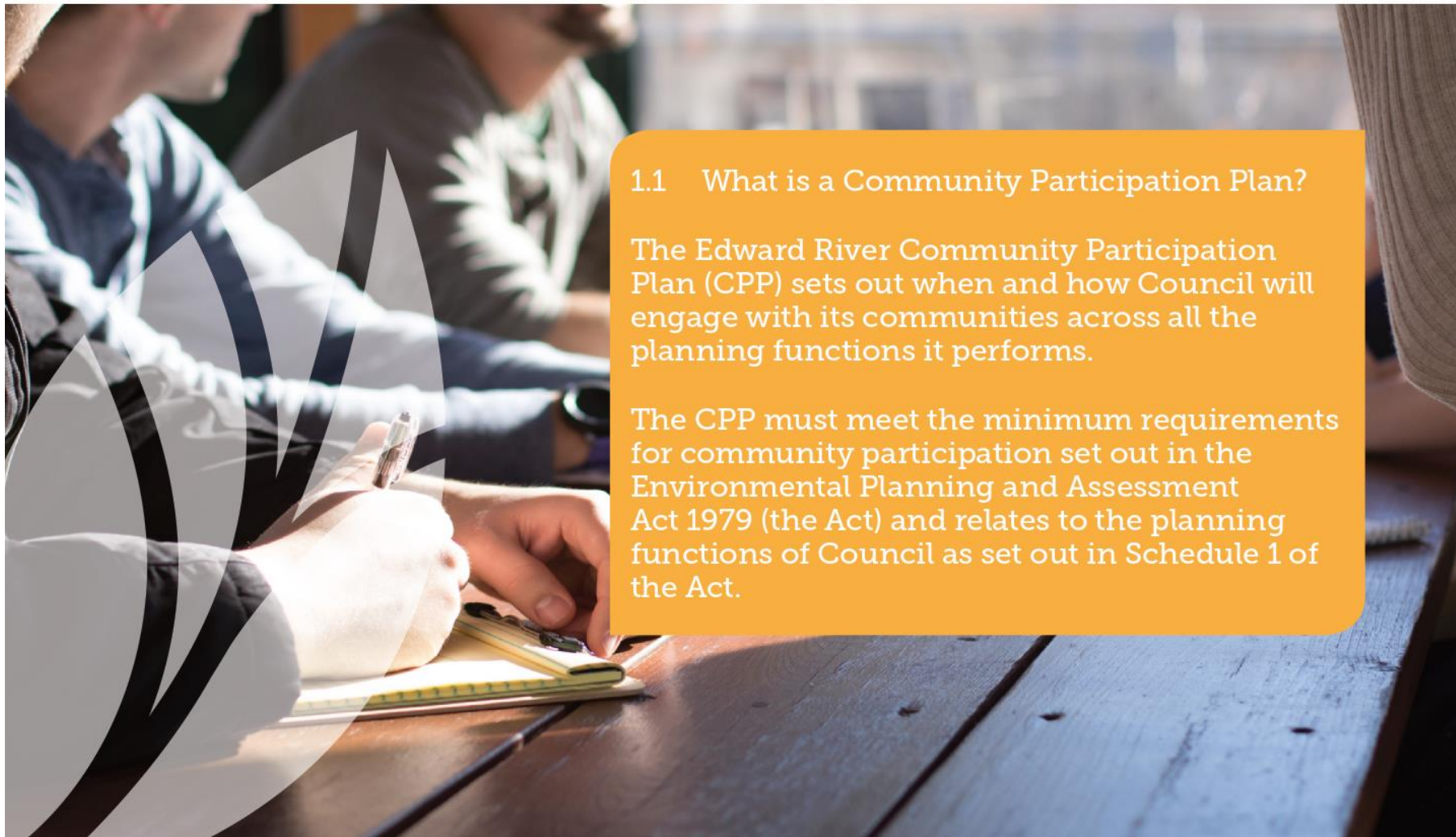




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1. INTRODUCTION



1.1 What is a Community Participation Plan?

The Edward River Community Participation Plan (CPP) sets out when and how Council will engage with its communities across all the planning functions it performs.

The CPP must meet the minimum requirements for community participation set out in the Environmental Planning and Assessment Act 1979 (the Act) and relates to the planning functions of Council as set out in Schedule 1 of the Act.

1.2 Limitations of the Community Participation Plan

This CPP is relevant to planning functions only and does not outline Council's engagement strategies for the delivery of other Council services, functions or infrastructure.

1.3 Objectives of the Community Participation Plan

Council's community engagement objectives are to:

- a. Enhance opportunities for all members of the community to participate in planning decisions to achieve better planning outcomes, in an open and transparent process;
- b. Ensure the community understands how they can participate in planning decisions;
- c. Ensure that the needs and concerns of the community are identified and addressed wherever possible;
- d. Ensure our strategic planning reflects the aspirations of our community and partners; and
- e. Ensure Council meets its legislative requirements for community engagement.

1.4 Principles of the Community Participation Plan

The Act guides Council to ensure that it will be clearer and easier for the community to understand how it can participate in planning decisions and outlines the principles that underpin the CPP as being:

- a. The community has a right to be informed about planning matters that affect it;

- b. Planning authorities should encourage effective and on-going partnerships with the community to provide meaningful opportunities for community participation in planning;
- c. Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning;
- d. The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered;
- e. Community participation should be inclusive and planning authorities should actively seek views that are representative of the community;
- f. Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made;
- g. Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views have been taken into account); and
- h. Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development.

1.5 Land to which this Community Participation Plan applies

The Edward River CPP applies to all land within the Edward River Local Government Area (LGA).

1.6 What are Council’s Planning Functions?

Council’s planning functions are divided into two streams: development assessment and strategic planning under the Act.

1.7 Relationship to other Plans or Strategies

Environmental Planning and Assessment Act

The Act is the overarching document which establishes Council’s legislative requirements. Part 2 Division 2.6 of the Act outlines the requirements in relation to community participation and the CPP is developed in response to Section 2.23 of the Act.

Edward River Community Strategic Plan 2018-2030

The Edward River Community Strategic Plan 2018-2030 (CSP) aims to inform the community about the major directions and programs Council is undertaking in shaping the future of the LGA.

More specifically, this CPP addresses the following key targets of the CSP:

<p>2 A prosperous and vibrant economy</p>	<p>2.2 We develop our key assets to enhance agriculture, boost tourism and support existing business <i>Streamline processes and identify efficiencies to assist investors, developers, builders and event organisers</i> <i>Promote community and regional growth through effective strategic planning</i></p>
<p>4 A region with quality and sustainable infrastructure</p>	<p>4.1 Our built environment is managed, maintained and improved <i>Partner with the community to understand service needs and ensure infrastructure is fit for purpose</i></p>
<p>5 A community working together to achieve its potential</p>	<p>5.1 Our community is informed and engaged <i>Engage in open communication with our community</i> <i>Encourage community participation in decision making and planning</i></p>

2. DEVELOPMENT APPLICATIONS

A development application (DA) is a formal application for development that requires consent under the Act, is usually made to Council and consists of standard application forms, supporting technical reports and plans.

An effective consultation program does not necessarily mean that all interested parties will be satisfied with the outcome. Rather, it is about ensuring that a proposal has been fully explored, concerns identified and, where possible, alternatives considered.

Council's engagement goal is to:

CONSULT with the community to obtain public feedback on the development proposal.

2.1 How will Council consult?

Council will invite the community to participate through public exhibition and will generally advise the community of a public exhibition by one or more of the following methods:

- Sending a notification letter to property owners;
- Providing a public notice in the relevant local newspaper; and/or
- Displaying the public notice as a sign on the property.

The notification letter and the public notice will:

- Describe the planning matter;
- Provide information on how people can inspect the documents or find out more information;
- Advise how people can make comments, if comments are invited; and
- Specify the period in which the matter is available for inspection and comments.

Section 2.8 below summarises the minimum level for neighbour and stakeholder notification for different DA types where Council is the consent authority. There may be occasions when these minimum provisions are increased at the discretion of the Council, considering the possible impacts of a DA.

2.2 How does Council determine who will be notified?

Section 2.8 below summarises the minimum level for neighbour and

stakeholder notification for the different application types. The extent of notification depends on the nature and scale of the planning matter and property owners, who in Council's view may have an interest due to proximity or are likely to be affected by the relevant planning matter, will receive a notification letter from Council.

2.3 Consultation feedback

In all instances, Council will encourage the community to lodge written submissions.

2.4 Consultation period

In relation to the public exhibition or notification of a DA, Council will exhibit it for no less than the time indicated in Section 2.8.

2.5 How is the commencement and conclusion of the public exhibition or notification period calculated?

The commencement of the exhibition or notification period is taken to be the first business day following the publication of the notice in the relevant newspaper or the day following the posting of the letter of notification.

The conclusion of the exhibition or notification period is based on the required number of consecutive days (as outlined in this CPP), inclusive of weekends, following the commencement of the notification period.

For the purposes of this CPP, public holidays that apply to the State of NSW are excluded from the notification period.

2.6 Exhibition or notification during the Christmas period

Public exhibition and/or notification periods over the Christmas period will be extended so as not to include the period between 20 December and 10

January (inclusive).

2.7 Notification to properties in adjoining local government areas

Where adjoining properties fall within the neighbouring LGA area and are considered by Council to be affected by development, Council will notify the property owners in the LGA area and if appropriate, the adjoining Council will be notified of the development.

2.8 Minimum Consultation and Notification Requirements					
Development Application Type	What	Site Sign	Notice in Local Paper	Neighbour Notification Letters	Exhibition / notification period
LEP 1997 "Deferred Area"	Development listed in Schedule 2 of the Deniliquin LEP 1997 (Deferred Area) - boarding houses, hotels, motels, residential flat buildings, industries (other than home industries and rural industries) in 1(a) General Rural zone, intensive livestock keeping establishments, junkyards, liquid fuel depots, sawmills, stock and sale yards.	Yes	Yes	Yes	14 days*
DA – Where Council is the Applicant	Any development where Council are the applicant, has a financial interest, owner or have the care and/or control of the land on which the application is proposed	Yes	Yes	Yes	14 days*
Designated development	Designated development listed in Schedule 3 of the Environmental Planning and Assessment Regulation.	Yes	Yes (a minimum of 2 separate occasions)	Yes (a minimum of 2 separate occasions)	28 days*
Murray REP No. 2	Clauses 12 and 13 of the Murray REP No. 2 specifies types of development and circumstances when DAs within the Murray REP area are required to be advertised (in which case, the provisions of sections 84, 85, 86, 87 (1) and 90 of the Act apply in the same way as they do to designated development).	Yes	Yes (a minimum of 2 separate occasions)	Yes	28 days

2.8 Minimum Consultation and Notification Requirements					
Nominated integrated development or threatened species development	<p>Nominated integrated development means integrated development (not being threatened species development or Class 1 aquaculture development) that requires an approval (within the meaning of section 4.45 of the Act) under:</p> <p>a) the Heritage Act 1977 specified in section 4.46(1) of the Act, or</p> <p>b) a provision of the Water Management Act 2000 specified in section 4.46 (1) of the Act, or</p> <p>c) a provision of the Protection of the Environment Operations Act 1997 specified in section 4.46 (1) of the Act.</p> <p>Threatened species development means development to which section 7.7 (2) of the Biodiversity Conservation Act 2016 or section 221ZW of the Fisheries Management Act 1994 applies.</p>	Yes	Yes	Yes	28 days
Other	To be determined by Council, taking into consideration the nature of the development, attributes of the site and expected level of impact.	To be determined by Council, taking into consideration the nature of the development, attributes of the site and expected level of impact.			14 days*
Modification of development consents	Modification of a development consent under section 4.55 of the Act.	<p>As per original DA or in accordance with the provisions of Part 6 Division 12 of the Environmental Planning and Assessment Regulation.</p> <p>NOTE 1: If, in the opinion of Council, the proposed modifications will involve minimal environmental impact and will not increase the impact on adjoining or nearby land or development the application will not be notified.</p> <p>NOTE 2: If a modification is notified, all persons who made a submission to the previous DA will be notified.</p>			14 days*

2.8 Minimum Consultation and Notification Requirements					
Environmental Impact Statement obtained under Division 5.1	An Environmental Impact Statement obtained under Division 5.1 of the Act.	Yes	Yes	Yes	28 days*
Re-exhibition of any amended application	An amended application is an application where the applicant provides amended plans to Council prior to the determination of the DA.	As per original DA NOTE: Only those applications where it is considered that there will be additional or significantly altered likely impact will be re-exhibited or re-notified. In some instances, only authors of submissions will be notified.			14 days
Review of Determination	Review of Determination in accordance with section 8.2 of the Act.	As per original DA NOTE 1: Only those applications where the DA is amended in a material way and Council considers that the development is likely to have the potential to increase the adverse impact than the development as it was previously considered. NOTE 2: All persons who made a submission to the previous DA will be notified.			14 days

* Mandatory minimum requirement of Schedule 1 to the EP&A Act

3. STRATEGIC PLANNING

Council prepares a range of strategic planning documents including:

- **Land use strategies and studies relating to specific development issues, for example open space strategies, rural residential strategies;**
- **Local Environmental Plans;**
- **Development Control Plans; and**
- **Developer Contribution Plans.**

Council also reviews and amends these plans on an ongoing basis, either as a result of internal review of the document, responding to changes in legislation or by a request from property owners.

Depending on the project being completed, Council's engagement goal will be to either:

INVOLVE: Engage with the community and stakeholders to understand their priorities and integrate their aspirations into projects early. This would typically involve a two-stage consultation process:

- a. Visioning or Priority setting: What do you like / not like? What would you change? How should change occur?
- b. Public exhibition of a draft plan or strategy, seeking feedback on draft strategies and alternatives.

CONSULT with the community to obtain public feedback on alternatives or the preferred strategy or action. This would generally involve the public exhibition of a draft plan or strategy.

3.1 How will Council consult?

Council will provide a public notice in the Pastoral Times newspaper and where necessary, other newspapers circulating within our Council area and/or send a letter to key stakeholders. The letter and the public notice will:

- Describe the strategic project;
- Provide information on how people can inspect the documents or find out more information;
- Advise how people can make comments, if comments are invited; and
- Specify the period in which the matter is available for inspection and comments.

The Council may also invite the community to participate and provide opportunity to have input into strategic projects and policies through any of the following methods:

- Social media posts
- Ratepayers newsletter articles
- Public displays in the Project HQ or another community venue or event
- Council's website
- Workshops and focus groups
- Public meetings and information sessions
- Discussion papers
- Council meetings
- Request for written submissions through a public exhibition process
- Drop in sessions

Section 3.7 below summarises the minimum timeframe for public exhibition for the different strategic document types. There may be occasions when these minimum provisions are increased at the discretion of the Council, considering the possible impacts of the strategic project.

3.2 How does Council determine who will be engaged?

Council will choose the most appropriate audience and stakeholders for the strategic planning projects.

3.3 Consultation feedback

In all instances, Council will encourage the community to lodge written submissions in addition to feedback received through one of the other methods above.

3.4 How is the commencement and conclusion of the public exhibition or notification period calculated?

The commencement of the exhibition or notification period is taken to be the first business day following the publication of the notice in the newspaper or the day following the posting of the letter of notification.

The conclusion of the exhibition or notification period is based on the required number of consecutive days (as outlined in this CPP), inclusive of weekends, following the commencement of the exhibition period.

For the purposes of this CPP, public holidays that apply to the State of NSW are excluded from the exhibition period.

3.5 Exhibition or notification during the Christmas period

Public exhibition and/or notification periods over the Christmas period will be extended so as not to include the period between 20 December and 10 January (inclusive).

3.6 Consultation period

In relation to the public exhibition of a draft plan or strategy, Council will exhibit it for no less than the time indicated for the type of plan or strategy listed in Section 3.7 below.

3.7 Strategic Plans and Strategies Consultation		
CPP	The CPP sets out when and how Council will engage with their communities across all the planning functions they perform and establish the minimum requirements for community participation for each type of document.	28 days*
Local Strategic Planning Statement	The Local Strategic Planning Statement sets 20-year vision for land use in the LGA, the special character and values that are to be preserved and how change will be managed into the future. It supports Council's local land use strategies, will implement actions from the Riverina Murray Regional Plan and priorities identified in the CSP and informs the development controls in the local environmental plan.	28 days*
Local Environmental Plan	<p>The local environmental plan guides planning decisions for the LGA. It does this through zoning and development controls, which provide a framework for the way land can be used. It is the main planning tool to shape the future of communities and ensure local development is achieved appropriately.</p> <p>A planning proposal is required to amend the local environmental plan and must demonstrate the strategic merit of the proposed amendment. It is submitted to the NSW Department of Planning and Environment for a gateway determination which will identify whether there is merit in the proposed amendment proceeding further in the plan making process.</p>	28 days or the time period specified in the gateway determination*
Development Control Plan	A development control plan is prepared by Council and applies to specific types of development or areas of land and provides detailed development guidelines and controls. Council will periodically amend it to introduce new controls relating to specific development types, to reflect legislative changes, or to clarify the intent of an existing control.	28 days*
Developer and Infrastructure Contributions Plan	Contributions plans allow for contributions to be levied on development consents issued within the LGA to assist with the provision of community facilities or infrastructure to meet demand created by development. Council will periodically amend these plans, reflecting revised population growth, rezoning of additional land, completion of works or to amend the schedule of works to reflect Council's priorities.	28 days*

* Mandatory minimum requirement of Schedule 1 to the EP&A Act

4. OTHER PLANNING DOCUMENTS

Council is also responsible for a number of other planning documents and projects that are distinct from the above strategic planning and DA processes.

Council will assess the level and type of community participation required for other planning projects on a case by case basis and will choose the most appropriate audience and stakeholders. Should it be determined that consultation is required, Council will exhibit the project for no less than 28 days. Public exhibition and/or notification periods over the Christmas period will be extended so as not to include the period between 20 December and 10 January (inclusive).

In all instances, Council will encourage the community to lodge written submissions in addition to feedback received through one of the other methods above.

5. SUBMISSIONS

5.1 Submission Period

The submission period is the stated exhibition or notification period, calculated in accordance with Section 2.8 and Section 3.7 of this CPP.

5.2 Making a submission

Any person is entitled to make a submission which may object to or support a planning matter within the public exhibition or notification period, whether or not a notification letter has been forwarded to the person. Submissions must be made in writing and delivered to the Council either in person, email or by post.

All submissions received within the public exhibition or notification period will be considered in the assessment of the matter. The terms of any submissions will be summarised in the assessment report and will involve consideration of the merits of all relevant matters.

Submissions should include the following characteristics:

- The reasons for objection or support;
- Submissions must be in writing, be addressed to the General Manager, clearly indicating the names, addresses of the person(s) making the submission, quote the DA number (if relevant), the subject matter, and clearly state the address of the property;
- Submissions must include the postal address or email of person(s) making submissions so they can be notified in advance if the matter is to be considered by Council at a Council meeting. This information will remain public and may be included in reports to Council; and

- If persons who lodge submissions do not wish their personal information to be made public, the submission is to clearly make a statement to that effect, however their name and suburb (if available) will remain public.

5.3 Petitions

Where a petition is received in respect of a DA or strategic planning project, the head petitioner or, where not nominated, the first petitioner will be acknowledged for the purpose of future contact as to the progress of the application. Only the head petitioner, or first petitioner, will be advised of any related meeting times or receive written confirmation of the determination of an application or outcome of the matter.

5.4 Disclosure of submissions

Submissions may be accessed by the public by way of a request to Council under the Government Information (Public Access) Act. Also, if the proposal is reported to a Council meeting the issues raised in that submission will be summarised in the Council report and the submission will be attached to the report.

5.5 How Council deals with submissions

Acknowledgement of submissions

All submissions received during the public exhibition or notification period will be acknowledged as soon as practicable by Council following the conclusion of the exhibition or notification period. Following determination of a DA, or the adoption of a strategic plan or strategy, all persons who made a submission shall be notified in writing of the decision regarding the application, strategy or plan.

Anonymous submissions

Anonymous submissions will not be considered by Council.

Consideration of submissions***Development Applications***

Details of submissions may be forwarded to the applicant who will be encouraged to address the issues raised in the submissions, by way of comments or amended plans and/or discussions involving the relevant parties and Council will be held to discuss the submissions aiming to achieve better explanation or negation of an intended outcome

Where an objection to an application is not resolved, the DA will be referred to the next available Council meeting for determination. The applicant and all persons who made a submission will be notified of the details of the Council meeting and Council will consider the submissions as part of their assessment of the DA. Opportunities to address the Council are detailed in Council's Code of Meeting Practice.

Strategic Planning

Council will consider the issues raised in the submissions as part of the development of the plan or strategy. Those who made a submission will be notified of subsequent consultation relevant to the project.

Council will determine how each issue is to be addressed and identify whether the draft plan or strategy should be amended. The issues raised in the submissions will be detailed in a report to Council which will identify how that issue is being addressed, and how the draft plan was amended (if this has occurred). A report will be prepared for the next appropriate Council meeting. Those who made a submission and the applicant (if relevant) will be notified of the proposed Council meeting date. Opportunities to address the Council are detailed in Council's Code of Meeting Practice.



EDWARD RIVER COUNCIL

COMMUNITY PARTICIPATION PLAN
AUGUST 2019

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Deniliquin Development Control Plan



2016

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1 INTRODUCTION

1.1 NAME OF THIS PLAN

The name of this Plan is the Deniliquin Development Control Plan 2016 (DCP).

1.2 LAND TO WHICH THIS PLAN APPLIES

The DCP applies to all land within the Deniliquin Local Government Area.

1.3 DATE OF COMMENCEMENT

The DCP has been prepared under Section 74C of the Environmental Planning and Assessment Act 1979 and was approved by Deniliquin Council on 27 April 2016. The Plan came into effect on 6 May 2016, being the date that public notification of the adoption of the DCP was published in the Deniliquin Pastoral Times newspaper.

1.4 RELATIONSHIP WITH OTHER PLANS AND POLICIES

The DCP **repeals** all other DCPs for Deniliquin Council, including:

- Development Control Plan No 1 Urban.
- Development Control Plan No 2 Davidson Street.
- Development Control Plan No 3 Flood Prone Lands Davidson Street Area.
- Development Control Plan No 5 Deniliquin Aerodrome Land.
- Development Control Plan No 6 Exhibition and Notification.

The DCP should be read in conjunction with:

- *Deniliquin Local Environmental Plan 2013* (LEP 2013).
- *Deniliquin Local Environmental Plan 1997* (LEP 1997), where land is within area labelled "Deferred Matter" in Figure 1-1.
- *Murray Regional Environmental Plan No.2 –Riverine Land*.
- Relevant State Environmental Planning Policies (SEPPs).
- Relevant Council policies.
- Council's Development Control Manual.

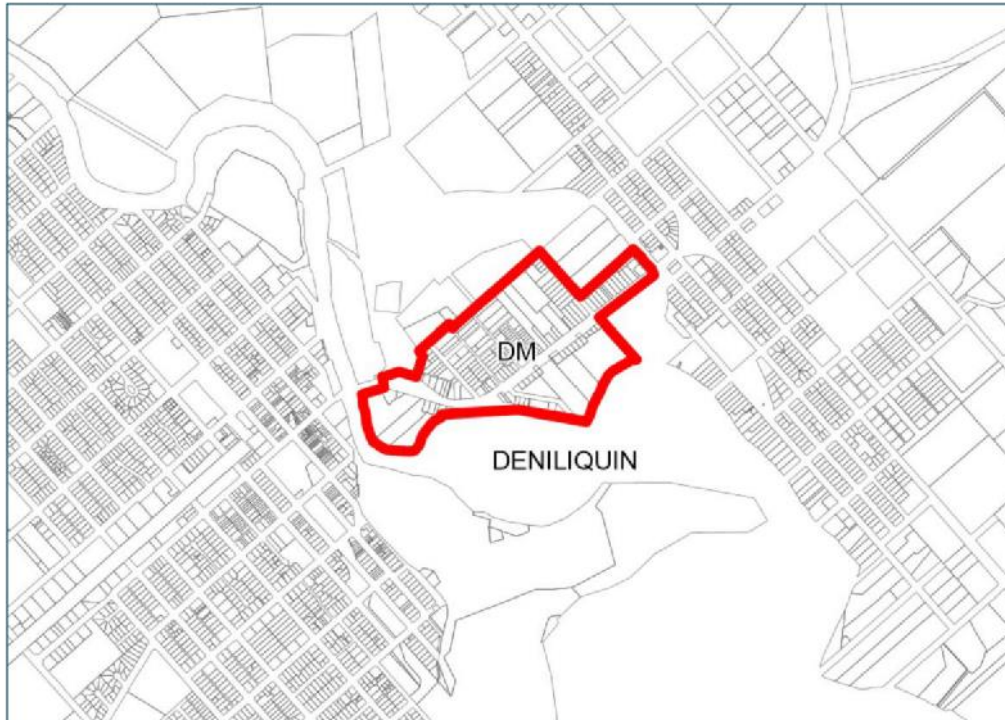


Figure 1-1 Land to Which LEP 1997 Applies

Where there is an inconsistency between the DCP and any environmental planning instrument applying to the same land, then the provisions of the environmental planning instrument shall prevail.

1.5 AIMS OF THIS PLAN

The general aims of this DCP are to:

- a. Promote growth and development to support and enhance the vitality of the Central Business District.
- b. Encourage development that responds to the needs of the community.
- c. Encourage residential development of a high standard to improve the quality of the urban environment.
- d. Encourage development that respects and minimises the impacts on surrounding land and the wider environment.
- e. Encourage new development that will enhance streetscapes and vistas.
- f. Ensure that development incorporates safe, effective and convenient pedestrian, bicycle and vehicle access, movement and parking areas.

- g. Encourage energy efficiency in building design.
- h. Provide for effective and well-utilised open space with security and access for the community.
- i. Control and minimise the impact of stormwater run-off.
- j. Ensure that new development is fully integrated into Council's sewerage system wherever possible.
- k. Promote the orderly and efficient development of land to ensure that provision of services to that land is adequate.

Council shall not grant consent to the carrying out of development on land to which the DCP applies unless it is satisfied that the development is consistent with the aims of the Plan.

1.6 SAVINGS AND TRANSITIONAL PROVISIONS

A development application shall be determined in accordance with the provisions of the DCP that applied at the date of lodgement.

1.7 TYPES OF DEVELOPMENT

1.7.1 *Exempt Development*

Exempt development is development considered to be of minimal environmental impact and does **not** need the consent of Council. Exempt development must be carried out in accordance with the instrument that defines it as being exempt. It is the applicant's responsibility to ensure that compliance with relevant standards is achieved. Council's Environmental Services section can help you determine if your development is exempt development.

A development may be defined as "exempt" by:

- o *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008,*
and
- o Any other relevant environmental planning instrument.

It is noted that exempt development is not excluded from any approval, licence, permit or authority that is required under any other Act. Adjoining owner's property rights and the common law still apply.

1.7.2 *Development Permitted Without Consent*

Where an environmental planning instrument states that a type of development on particular land is "permitted without consent", the development may be carried out in accordance with the instrument without obtaining development consent. Even though development consent may not be needed, in some cases the environmental impact of the development may still need to be considered in accordance with Part 5 of the *Environmental Planning and Assessment Act 1979*.

1.7.3 Development Permitted With Consent

Where an environmental planning instrument states that a type of development on particular land is “permitted with consent”, development consent must first be obtained by way of a development application or application for a complying development certificate. In assessing an application Council must ensure the development would not generate significant impacts and that it is compatible with relevant plans, policies and the objectives and controls of this DCP.

1.7.4 Prohibited Development

Prohibited development is development that is listed as ‘Prohibited’ in:

- The Land Use Table of LEP 2013,
- The land Use Table of LEP 1997 (where applicable),
- The Planning Control and Consultation Table under clause 13 of the MREP No. 2, and
- Any other relevant environmental planning instrument.

Council is not able to accept an application for development that is prohibited. If a development application for prohibited development is submitted to Council, the application will be returned to the applicant.

1.8 USING THIS PLAN

This Plan applies where a development application is required. Generally a Local Environmental Plan (LEP) details whether a development requires consent. However in some cases another environmental planning instrument may override an LEP, for example the *State Environmental Planning Policy (Infrastructure) 2007*. Figure 1-2 provides a guide to working out if you require consent for your development using one of Deniliquin’s LEPs.

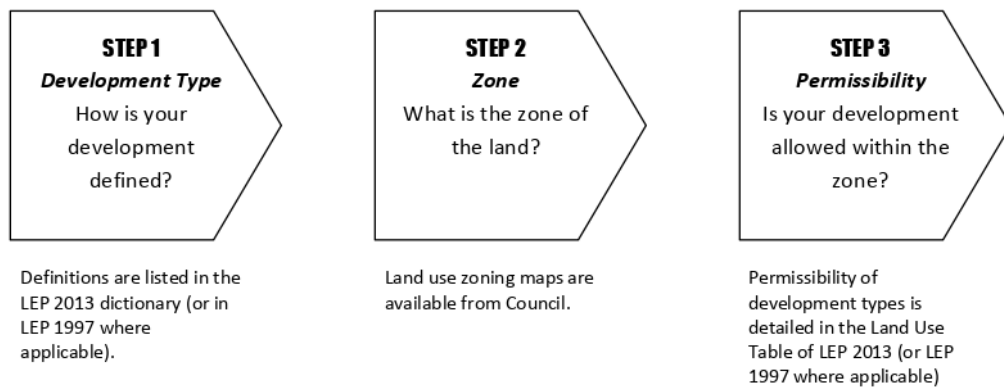


Figure 1-2 Is a Development Application Required?

If your development is listed as “permitted with consent” in the Land Use Table of the LEP that applies to your land, you will be required to submit either a development application or an application for a complying development certificate. Complying development is defined by the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* or by the LEP that applies to the site.

This DCP applies to development that is “permitted with consent” but does not include complying development. Figure 1-3 provides a guide to working out what matters need to be addressed in a development application to Council. It is important that applicants check all sections of the DCP for relevance. In applying for development consent, applicants must respond to each section that applies to the proposal or the subject land.

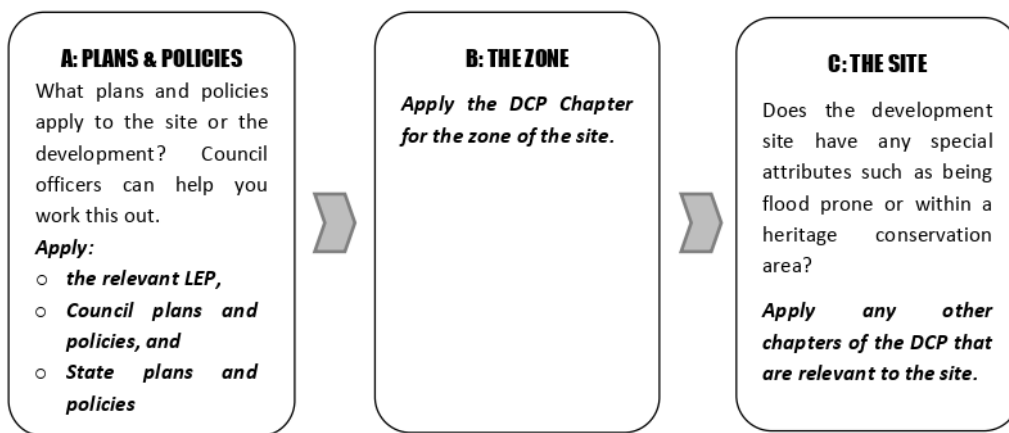


Figure 1-3 What Does My Development Application Need to Meet or Address?

Council Policies

The most commonly used Council policies include:

- Technical Services Policy 4.9 Water and Sewer Limits
- Technical Services Policy 4.20 Road Upgrading Construction Policy
- Technical Services Policy 4.21 Liquid Trade Waste
- Town Planning Policy 5.7 Obstruction to and on Flood Protection Levees
- Town Planning Policy 5.9 Flood Planning Levels
- Town Planning Policy 5.10 Bonds and Development Contributions
- Building Policy 6.3 Location of Buildings over Sewer Mains

1.9 DEVELOPER CONTRIBUTIONS

Headworks Contributions

Under the provisions of Section 64 of the *Local Government Act 1993* Council is able to collect water and sewerage headworks fees to help pay for improvements and rehabilitation works to water and sewer infrastructure. Council has a Headworks Plan in place that details the levies that are applicable and the circumstances under which they are payable. Please speak to Council’s staff for a copy of the Plan and an explanation of the fees that may apply to your new development.

Voluntary Planning Agreements

Developers may make contributions, in accordance with section 93F of the *Environmental Planning and Assessment Act 1979*, by entering into a voluntary planning agreement (VPA) with Council. This allows developers to provide public benefits in conjunction with a development or rezoning.

Public benefits can be in the form of monetary contributions to fund public benefits, dedication of land and direct provision of public benefits, including:

- Public infrastructure and facilities such as footpaths, parks, park embellishments, stormwater drainage, sport and recreation facilities, a carpark, public toilets, landscaping and footpaths
- Affordable housing
- Mitigation for the loss of public amenity caused by the development

VPA's are generally suited to large or complex proposals where public benefits can be negotiated. They cannot be used to break the planning controls for a site or to achieve development that is unreasonable or does not meet planning principles for good development.

Developers should negotiate a VPA with Council before lodging a development application for the work. A draft copy of the VPA would then be lodged with the development application and placed on public exhibition.

Council can also require a VPA as a condition of consent for a development. In this case the agreement made must be consistent with the other conditions of consent.

1.10 LODGING A DEVELOPMENT APPLICATION

If your proposal requires development consent, it is necessary to make the appropriate application for consideration and assessment.

Council has prepared an Application Guide to assist you in preparing your development application, available from Council's website or customer service desk. However, it is highly recommended that you discuss your proposal with Council Officer(s) prior to lodging an application. This will assist in avoiding delays and requests for additional information during the assessment process to ensure compliance with the requirements of the *Environmental Planning and Assessment Act 1979*.

Council has a range of checklists on its website to assist you in preparing your development application. These checklists detail information and the number of copies required. As a minimum, all development applications should be accompanied by the following:

- Completed Development Application form, including written authority of all the owners of the land to which the application relates.
- Statement of Environmental Effects.
- A set of development plans as detailed in the checklists.
- Additional information, plans and/or documents specified in the appropriate checklists.

- Application fees as per Council's Schedule of Fees and Charges.

Following the assessment of a development application, Council may approve the application with conditions of consent, approve the application without conditions of consent or refuse the application. A formal Notice of Determination will be issued to the applicant detailing Council's decision, any conditions of consent, reasons for refusal if applicable and relevant dates applying to the notice.

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1.11 NOTIFICATION OF A DEVELOPMENT APPLICATION

The following table details Council's notification and exhibition policy.

Table 1-1 Notification and Exhibition Policy

Application Type	Property Sign	Advertisement In Local Paper	Neighbour Notification Letters	Public Authority Notification	Exhibition Period
Murray REP No. 2: Development required to be advertised in accordance with clause 13. Consultation may also be required for development in accordance with clause 12.	Yes	Yes (a minimum of two separate occasions)	Yes	<ul style="list-style-type: none"> ○ Public authorities specified by clause 12 and/or 13. ○ Any other public authorities Council considers appropriate. 	30 days
DA – LEP 1997 “Deferred Area”: for boarding houses, hotels, motels, residential flat buildings, industries (other than home industries and rural industries) in 1(a) General Rural zone, intensive livestock keeping establishments, junkyards, liquid fuel depots, sawmills, stock and sale yards.	Yes	Yes	Yes	<ul style="list-style-type: none"> ○ Where Council considers appropriate. ○ Where required under MREP No. 2. 	14 days
DA – Designated Development	Yes	Yes (a minimum of two separate occasions)	Yes	<ul style="list-style-type: none"> ○ Where Council considers appropriate. ○ Where required under MREP No. 2. 	30 days
DA – Nominated Integrated Development Needing approval under one or more of the following acts as specified in section 91(1) of the EP&A Act : <ul style="list-style-type: none"> ▪ Heritage Act 1977 ▪ Water Management Act 2000 ▪ Protection of the Environment 	Yes	Yes	Yes	<ul style="list-style-type: none"> ○ Relevant concurrence authorities and/or approval bodies. ○ Where Council considers appropriate. ○ Where required under MREP No. 2. 	30 days

Deniliquin DCP 2016

Application Type	Property Sign	Advertisement In Local Paper	Neighbour Notification Letters	Public Authority Notification	Exhibition Period
Operations Act 1997, but not including threatened species development or class 1 aquaculture development					
DA – Where Council is the Applicant Any development where Council is the Applicant, landowner or are in care and control of the land in question.	Yes	Yes	Yes	<ul style="list-style-type: none"> ○ Where Council considers appropriate. ○ Where required under MREP No. 2. 	14 days
DA – Threatened Species Development Development referred to in s78A(8)(b) of the EP&A Act and defined as “other advertised development” in the EP&A Reg.	Yes	Yes	Yes	<ul style="list-style-type: none"> ○ Where Council considers appropriate. ○ Where required under MREP No. 2. 	30 days
DA - Other	To be determined by Council staff, taking into consideration the nature of the development, attributes of the site and expected level of impact.			<ul style="list-style-type: none"> ○ Where Council considers appropriate. ○ Where required under MREP No. 2. 	14 days
Modification – Designated Development (s96(2) and s96AA(1))	As per original DA	Yes	Yes - To authors of original DA notification submissions	Unless stated elsewhere in the Act: <ul style="list-style-type: none"> ○ As per original DA. ○ The Court must be notified for s96AA(1). 	14 days
Modification – Other Development (s96(2) and s96AA(1))	As per original DA	As per original DA	Yes - To authors of original DA notification submissions	Unless stated elsewhere in the Act: <ul style="list-style-type: none"> ○ As per original DA. ○ The Court must be notified for s96AA(1). 	14 days

Deniliquin DCP 2016

Application Type	Property Sign	Advertisement In Local Paper	Neighbour Notification Letters	Public Authority Notification	Exhibition Period
Review of Determination – s82A	As per original DA	As per original DA	Yes - To authors of original DA notification submissions	As per original DA	14 days

1.12 VARIATIONS TO DEVELOPMENT CONTROLS

Development applications will be assessed on the individual merits of the particular development and of the site. Council may vary the development controls in this Plan if it is considered reasonable to do so, that the development will not cause conflicts with surrounding land uses or generate significant adverse impacts on the environment. Council may approve variations to the DCP controls where:

- The development satisfies the aims of this Plan,
- Varying a numeric control is not a significant variation, and
- In the opinion of Council, satisfactory justification for the variation has been provided by the applicant.

Deniliquin Development Control Plan



2016

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1 INTRODUCTION

1.1 NAME OF THIS PLAN

The name of this Plan is the Deniliquin Development Control Plan 2016 (DCP).

1.2 LAND TO WHICH THIS PLAN APPLIES

The DCP applies to all land within the Deniliquin Local Environmental Plan 2013 and Deniliquin Local Environmental Plan 1997.

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The DCP has been prepared under Section 74C of the Environmental Planning and Assessment Act 1979 and was approved by Deniliquin Council on 27 April 2016. The Plan came into effect on 6 May 2016, being the date that public notification of the adoption of the DCP was published in the Deniliquin Pastoral Times newspaper.

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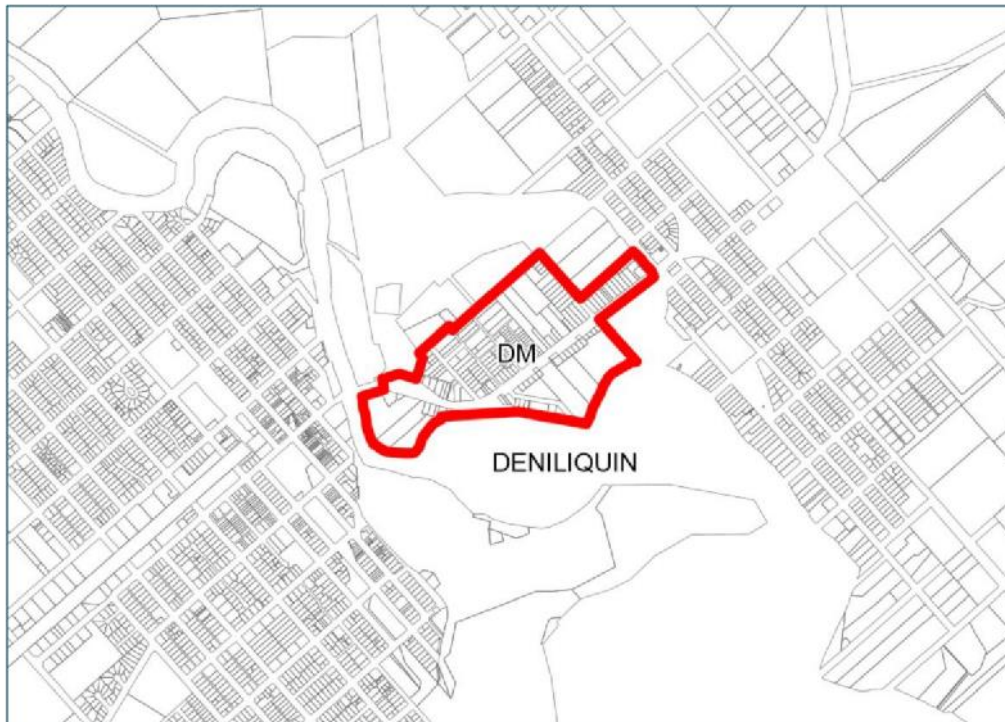


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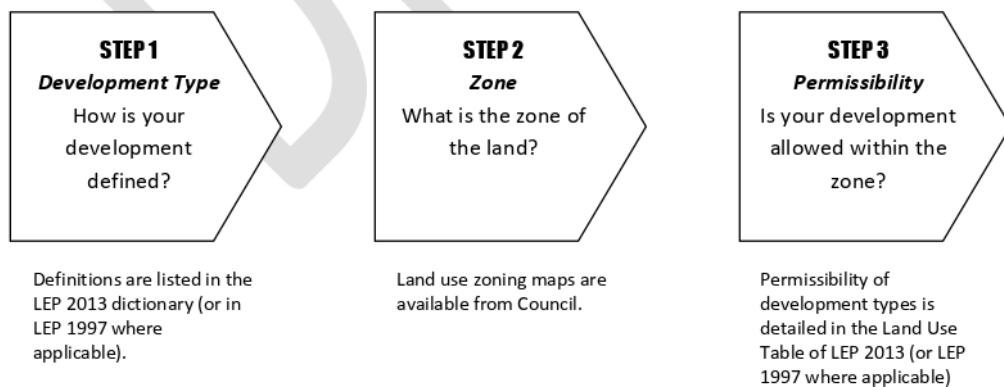


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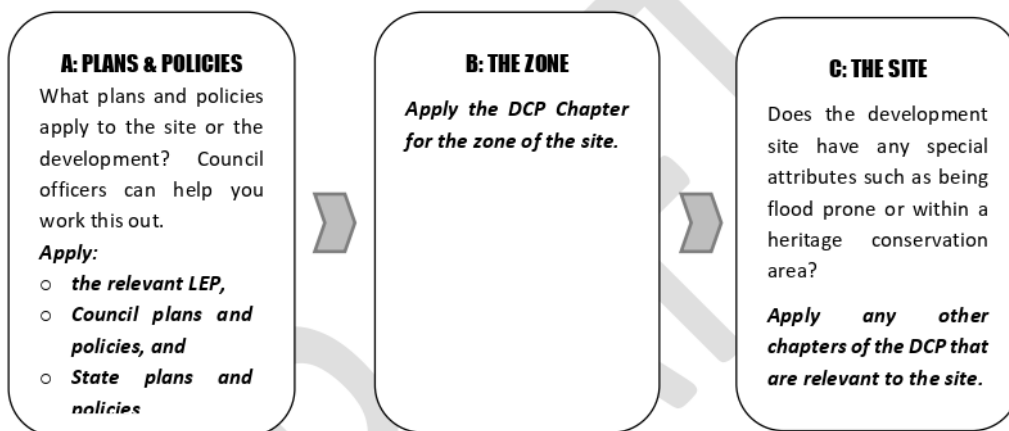


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- Completed Development Application form, including written authority of all the owners of the land to which the application relates.
- Statement of Environmental Effects.
- A set of development plans as detailed in the checklists.
- Additional information, plans and/or documents specified in the appropriate checklists.

- Application fees as per Council's Schedule of Fees and Charges.

Following the assessment of a development application, Council may approve the application with conditions of consent, approve the application without conditions of consent or refuse the application. A formal Notice of Determination will be issued to the applicant detailing Council's decision, any conditions of consent, reasons for refusal if applicable and relevant dates applying to the notice.

Notification and exhibition requirements are detailed in Council's Community Participation Plan.

DRAFT

1.11 VARIATIONS TO DEVELOPMENT CONTROLS

Development applications will be assessed on the individual merits of the particular development and of the site. Council may vary the development controls in this Plan if it is considered reasonable to do so, that the development will not cause conflicts with surrounding land uses or generate significant adverse impacts on the environment. Council may approve variations to the DCP controls where:

- The development satisfies the aims of this Plan,
- Varying a numeric control is not a significant variation, and
- In the opinion of Council, satisfactory justification for the variation has been provided by the applicant.

DRAFT

9.15 DRAFT RURAL RESIDENTIAL STRATEGY

Author: Julie Rogers, Manager Environmental Services

Authoriser: Adam McSwain, General Manager

RECOMMENDATION

That Council:

1. Adopt the draft Rural Residential Strategy; and
2. Forward the Rural Residential Strategy to the Department of Planning and Environment and request that it be endorsed.

BACKGROUND

At its meeting on 18 April 2019, Council resolved to '*place the draft Rural Residential Strategy on exhibition for a period of 28 days and receive a further report detailing the outcome of this exhibition*'.

Exhibition of the draft Strategy has been completed and it is recommended to Council that it be adopted and forwarded to the Department of Planning and Environment requesting their endorsement.

Attachment 1 is the draft Strategy.

ISSUE/DISCUSSION

The draft Strategy was exhibited from for a period of 28 days. All landowners affected by the draft Strategy received a letter from Council advising of the exhibition and prior to the exhibition, Council met with each of these landowners to discuss how it impacts on their property. As a result of this exhibition, three submissions were received (attachment 2) and in summary, the following issues were raised (all relating to the proposed back zonings):

- Land was purchased with the intention to develop and the back zoning will mean that it cannot be developed;
- Devaluation of property;
- Location of property is closer to town than other rural residential housing and land;
- Land is closer to town and over the long term maybe beneficial as residential land; and
- There could be more demand for land (identified for back zoning) if future development of the town goes ahead.

In response to the issues raised in the submissions, the proposed back zonings have been removed from the draft Strategy.

Council also wrote to the following State government agencies requesting their comments:

- NSW Department Primary Industries (Agriculture);
- Department of Planning and Environment;
- Natural Resource Access Regulator;
- WaterNSW;
- Office of Environment and Heritage (flooding); and
- Rural Fire Service.

Council received a submission from the NSW Department of Primary Industries (Agriculture) (attachment 3) and discussed the draft Strategy with the Department of Planning. The Department

ORDINARY COUNCIL MEETING AGENDA

of Planning will provide written feedback if the draft Strategy is sent to them requesting endorsement. The NSW Department of Primary Industries provided the following comments:

- Supports the rezoning of candidate sites as rural residential land given their proximity to the Deniliquin town centre;
- Do not support the identification of land outside of the 5km radius as highly suitable due to raised expectations for future proposals;
- Requires further justification of priority 5 (value of agriculture over value of aesthetics) if it was a critical factor in determining proposed sites;
- Requires final consideration of candidate area 2 to include the proponent completing a land use conflict risk assessment so that the existing intensive livestock development is not disadvantaged and land use conflicts are minimised;
- Requires the proposal to rezone some R5 Large Lot Living land to consider whether E3 or RU2 would be more appropriate than RU1 given the proximity to current residential areas.
- The Primary Production and Rural Development State Environmental Planning Policy applies to this draft Strategy.

All issues raised in the submissions have been addressed in the draft Strategy. In particular:

- All candidate areas are within a 5km radius of Deniliquin.
- Aesthetics was not a critical factor in selecting the candidate sites. Sites were selected based on a constraint analysis;
- A conflict risk assessment will be considered in relation to candidate area 2 to ensure that the existing intensive livestock development is not disadvantaged;
- Consideration of appropriate zones for that land that was identified for back zoning is not required as the back zonings have been removed from the draft Strategy;
- It is noted that the Primary Production and Rural Development State Environmental Planning Policy applies to the draft Strategy and this has been amended in the draft Strategy.

STRATEGIC IMPLICATIONS

The draft RRS will provide a strategic framework for the future release of rural residential land in Deniliquin.

COMMUNITY STRATEGIC PLAN

The preparation of the draft RRS meets the following targets:

- We plan for the future to accommodate and facilitate sustainable growth and development; and
- Our built environment is managed, maintained and improved.

FINANCIAL IMPLICATIONS

The project budget has been carried forward to the 19/20 operational plan to enable finalisation. The project has been completed within budget.

LEGISLATIVE IMPLICATIONS

The preparation of the draft Strategy considered the legislative framework of the Environmental Planning and Assessment Act.

ATTACHMENTS

1. **Draft Rural Residential Strategy**
2. **Submissions**

3. NSW Department Primary Industries (Agriculture) submission



Edward River Council

Deniliquin Large Lot Residential Strategy

September 2019

WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

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Appendix A – Planning Documents

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1. Introduction

The Deniliquin Large Lot Residential Land Use Strategy has been prepared to guide decisions on the future development of land for large lot residential purposes within Deniliquin, as part of the broader Edward River Council area. This strategy is the result of collaboration between GHD Pty Ltd and Edward River Council.

Deniliquin is the key regional centre within Edward River Council. The centre offers unique riverside lifestyle opportunities alongside excellent health, education, recreation, retail and community facilities. Deniliquin is also the major service centre for nearby villages in Conargo and the northern Murray region, and the surrounding agricultural production and industry sectors.

Given the regional role and lifestyle attributes of Deniliquin, there is significant demand for large lot residential living opportunities. In particular demand exists for land within close proximity to the Edward River foreshore, and the services and infrastructure provided by the town centre.

In order to appropriately manage future demand and community expectations around land release, Council has identified the need for an integrated long term plan to manage large lot residential land use within Deniliquin.

The strategy was initially prepared for the former Deniliquin Council prior to its merger with Conargo Shire Council to form Edward River Council on 12 May 2016. The new Edward River local government area (LGA) now encompasses the former Deniliquin and Conargo LGAs. References throughout this strategy are still made to the former Deniliquin and Conargo LGAs given land use and development matters are still guided by three separate Local Environmental Plans. The strategy is however limited to the consideration of supply and demand of large lot residential land within the former Deniliquin LGA to ensure any future land identified for development is located in close proximity to existing settlements, services and infrastructure.



(Source: Visit Deni)

1.1 What is a Strategy?

The Oxford Dictionary (2012) defines a strategy as:

'A plan of action designed to achieve a long-term or overall aim'

In terms of land use planning it is a framework for what Council wishes to achieve in relation to key planning issues and how these might be achieved. This strategy is a plan for a desired future for large lot residential land use at Deniliquin on behalf of Edward River Council.

1.2 Purpose of this Strategy

The purpose of this strategy is to provide a land use framework to guide the development of large lot residential opportunities as well as recommend an appropriate planning policy. Planning for growth and change requires understanding the capabilities of the land. It also means understanding the factors which shape the characteristics, attitudes and values of communities, and the systems which drive land use development.

Through the *Riverina Murray Regional Plan 2036*, the Department of Planning and Environment (now Department of Planning, Industry and Environment) (DPI&E) requires Council to consider various criteria when selecting land for large lot residential development. The criteria can best be addressed by a large lot residential strategy as undertaken prior to permitting large lot residential development through a Local Environmental Plan (LEP).

However, as experienced by many Councils, the community may prefer locations for large lot residential development that are remote from settlements and difficult to service; more suitable for productive agricultural purposes or endowed with environmental assets that could be compromised by subdivision and development. These conflicts with sustainable living, agricultural activity and environmental values need to be minimised. This strategy aims to establish clear priorities and criteria based upon settlement patterns, access to services, the suitability and capability of land and the protection of significant environmental areas.

This strategy also aims to identify drivers for growth. The legitimate and sustainable demand for large lot residential development will be identified. This needs to be balanced against the existing supply and the possible future supply of large lot residential land.

This strategy also seeks to consider the community's needs and balance these interests against broader policy and regulatory considerations. A good strategy identifies opportunities for new development and will increase the attraction of Deniliquin as a place to live and invest in.

This strategy is intended to provide certainty in large lot residential land use decision making and provides leadership to integrate and manage large lot residential issues in a collaborative way between Council, state government and the community.

1.3 What is Large Lot Residential Development?

Rural or large lot residential areas are unique from other types of living environments in towns or villages as they are essentially residential development in a rural setting. These areas commonly have larger sized properties and are not associated with agriculture. Some agriculture may take place on the land; however, it is likely to be carried on for 'lifestyle' reasons and is unlikely to provide a significant source of household income. Large lot residential development usually does not have Council services - such as stormwater and reticulated water and sewerage infrastructure. Because of its primarily residential function, large lot residential development still requires reasonable access to most of the normal services and infrastructure provided in urban settlements such as roads, electricity, telecommunications, schools, healthcare, employment and shops. reasonable access to most of the normal services and infrastructure provided in urban settlements such as roads, electricity, telecommunications, schools, healthcare, employment and shops.

1.4 Planning Period

This strategy provides the framework for managing growth, change and development for large lot residential land use at Deniliquin to the year 2036 (17 year plan) to align with the planning period of the Riverina Murray Regional Plan. Most of the base data was sourced from the 2011 and 2016 Census where available.

Figure 1-1 Representative Large Lot Residential Development in Deniliquin (Source: GHD)



2. Understanding Edward River Council and Deniliquin

Deniliquin is the major regional centre located within the Edward River local government area which was formed on 12 May 2016 by the amalgamation of the former Deniliquin Council and Conargo Shire Council.

Edward River Council is located within the Riverina Murray Region, approximately 700km south of Sydney and 300km north of Melbourne. The Edward River is an anabranch of the Murray River and part of the Murray Darling Basin. The Edward River LGA covers a total of 8,881 square kilometres and comprises six rural villages and productive agricultural land comprising both dryland and irrigated agriculture. The area supports significant production of rice, wheat and canola and pastoral activities.

The former Deniliquin LGA is located on the southern boundary of Edward River LGA and covered an area of approximately 143.2 square kilometres. The former LGA is positioned on the banks of the Edward River at the intersection of the Riverina and Cobb Highway.

The Wamba Wamba and Perrepa Perrepa Aboriginal people are the original inhabitants and the town is said to take its name from the local Aboriginal leader 'Denilakoon'.

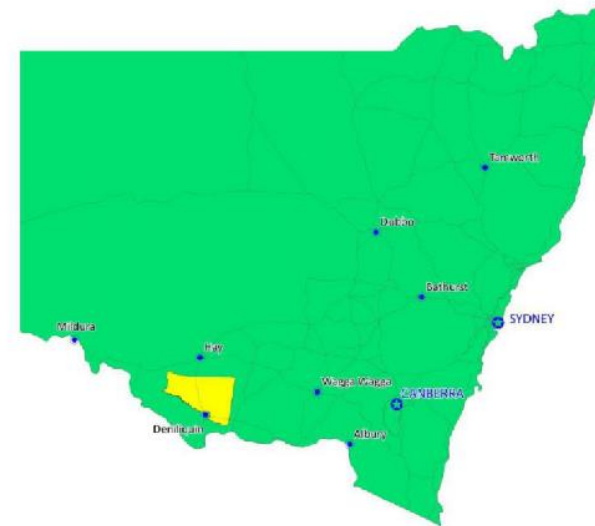


Figure 2-1 Location of Edward River Council in NSW

The region contains both dry-land and irrigated land, providing valuable farming land and has some of the most successful agricultural areas in NSW. Rice has proven to be one of the more lucrative irrigation crops grown locally. The largest rice mill in the southern hemisphere operates at Deniliquin, and is the fourth largest rice mill in the world.

The region was in severe drought or marginal drought between 2000 and 2010 which has had significant impacts on agricultural production. Since this time however the region has bounced back and has experienced positive growth in both industry and population.



Figure 2-2 Location of Former Deniliquin LGA



Figure 2-3 Agricultural land (Source: GHD)



Figure 2-4 Irrigation Channel (Source: GHD)

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2.1 Acknowledging External Growth Drivers

The former Deniliquin LGA is a relatively small LGA comprised of a traditional central business district with surrounding residential development and some local industrial areas with a relatively small proportion of agricultural land uses. The Murray River Council and former Conargo LGA's surround the former Deniliquin LGA.

The former Conargo Shire (now part of Edward River LGA) comprises the townships of Conargo, Blighty, Mayrung, Pretty Pine, and Wanganella villages. The villages are located in close proximity to Deniliquin as follows:

- The village of Conargo is the largest town and is located approximately 30 km north east of Deniliquin.
- Blighty is located 29 km east of Deniliquin.
- Mayrung is located 37 km north east of Deniliquin.
- Pretty Pine is located 16 km north west of Deniliquin.
- Wanganella is located 39 km north west of Deniliquin.

Given the close proximity of these villages to Deniliquin, there would be a significant amount of external influence and demand from the former Conargo Shire from people looking to move from small villages closer to essential services available in Deniliquin. This would include farmers wanting to retire on large lot residential land in close proximity to Deniliquin. This phenomenon is not new to the region but must be considered as part of the demand drivers for large lot residential land in the LGA.

Murray River LGA also contains villages in close proximity to Deniliquin. This Council is also newly formed and comprises the former Murray and Wakool Shire Councils. The closest village is Mathoura which is located 30 km south of Deniliquin. It is likely there will be demand drivers from this village as well as a significant proportion of the northern rural areas of the Murray River LGA given increased affordability, available services and infrastructure and amenity benefits of Deniliquin,

Notwithstanding for the majority of the southern portion of the Murray River LGA is likely to provide the demand for residential dwellings in Moama, 70 km south of Deniliquin. Moama is located on the Murray River, adjacent to the NSW and Victorian border and is the largest centre within the within the Murray River LGA.

3. Riverina Murray Regional Plan

The Riverina Murray Regional Plan was finalised by DPE in 2017 and outlines the NSW Government's Strategy for the growth and development of the Riverina Murray Region to 2036.

Alongside Edward River Council, the Riverina Murray Region is comprised of the following local government areas: Albury, Berrigan, Bland, Carrathool, Coolamon, Cootamundra-Gundagai, Federation, Greater Hume, Griffith, Hay, Junee, Leeton, Lockhart, Murray River, Murrumbidgee, Narrandera, Snowy Valleys, Temora and Wagga Wagga.

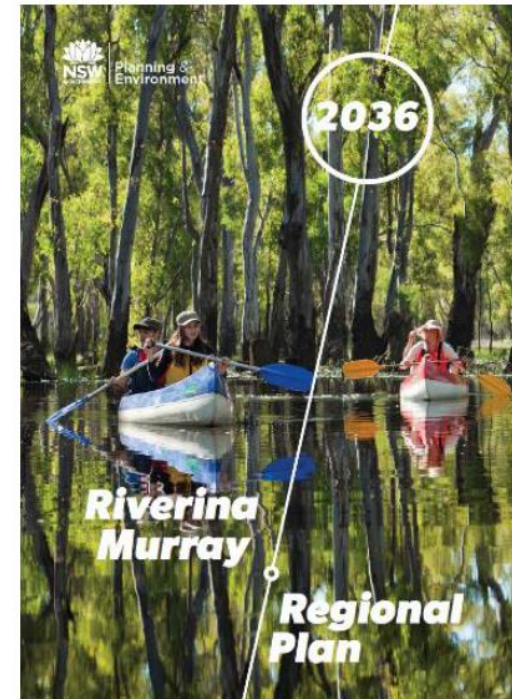
The Regional Plan is an important policy consideration given the Strategy is legally required to be compliant with the vision, land use strategy, goals, directions and actions contained within the Regional Plan.

The Regional Plan sets three key goals for the Riverina Murray Region being:

- A growing and diverse economy
- A healthy environment with pristine waterways
- Efficient transport and infrastructure networks
- Strong, connected and healthy communities

The Regional Plan also sets out the following priorities for the Edward River LGA:

- Develop Deniliquin into a thriving local centre through industry development and job creation to promote population growth
- Ensure that irrigated land is appropriately zoned and protected from inappropriate development
- Double the size of the visitor economy through new product development and promotion
- Improve the council area's liveability and lifestyle opportunities



3.1 Direction 27 - Manage Rural Residential Development

Within the Regional Plan, specific principles and criteria relating to large lot residential development are addressed in **Direction 27 - Manage Rural Residential Development**.

The plan highlights that rural or large lot residential housing is a popular lifestyle option within the region. The plan also recognises that large lot residential development has the potential to create land use conflicts with productive agricultural and industrial land uses or land with mineral or renewable energy potential. Given these issues, the plan sets out that management of this development type and cumulative impacts will become increasingly important as the regional economy diversifies and as development pressures for large lot residential housing increases.

To address the issues, the Direction identifies the need for a consistent planning approach to identify suitable locations for new large lot residential development. This is to avoid fragmentation of productive agricultural land, protect high environmental value assets, cultural and heritage assets, or areas with important rural landscape values.

The plan also sets out large lot residential development should not increase pressure on infrastructure and services and should be located on land free from natural hazards.

In this regard, the plan identifies the following actions under Direction 27:

Table 3-1 Direction 27 - Manage Rural Residential Development

Action	Detail
27.1	Enable new rural residential development only where it has been identified in a local housing strategy prepared by council and approved by the DPI&E.
27.2	Ensure the design of rural residential areas respects the semi-rural character of the area.
27.3	Locate rural residential areas: <ul style="list-style-type: none"> • Close to existing urban settlements to maximise the efficient use of existing infrastructure and services, including roads, water, sewer and waste services, and social and community infrastructure; • To avoid and minimise the potential for land use conflicts with productive, zoned agricultural land and natural resources; and • To avoid areas of high environmental, cultural and heritage significance, important agricultural land or areas affected by natural hazards.
27.4	Manage land use conflict that can result from cumulative impacts of successive rural residential development decisions

Other key actions of the Regional Plan that are relevant considerations for this strategy are:

Table 3-2 Riverina Murray Regional Plan - Other Relevant Actions

1	Direction 1: Protect the region's diverse and production agricultural land
	Action
1.2	Protect important agricultural land identified in the regional agricultural development strategy from land use conflict and fragmentation, and manage the interface between important agricultural lands and other land uses.
1.3	Minimise biosecurity risks by undertaking risk assessments, taking into account biosecurity plans and applying appropriate buffer areas.
2	Direction 2: Promote and grow the agribusiness sector
	Action
2.3	Facilitate investment in the agricultural supply chain by protecting assets, including freight and logistics facilities, from land use conflict arising from the encroachment of incompatible land uses.
12	Direction 12: Sustainably manage mineral resources
	Action
12.2	Protect areas of mineral and energy resources potential in the region through local land use strategies and local plans.
12.3	Protect infrastructure that facilitates mining industries from development that could affect current or future extraction.
13	Direction 13: Manage and conserve water resources for the environment
	Action
13.1	Locate, design, construct and manage new developments to minimise impacts on water catchments, including downstream and groundwater sources.
13.2	Minimise the impacts of development on fish habitat, aquaculture and waterways (including watercourses, wetlands and riparian lands) and meet the Water Quality and River Flow Objectives.
14	Direction 14: Manage land uses along key river corridors
	Action
14.2	Retain riverfront setback provisions in local plans and limit ribbon development along the Murray River.
14.3	Consider and assess the potential impacts of new development on biodiversity along river corridors, including the Murray and Murrumbidgee Rivers, and manage offsets.

15	Direction 15: Protect and manage the region's many environmental assets
	Action
15.2	Minimise potential impacts arising from development in areas of high environmental value, and consider offsets or other mitigation mechanisms for unavoidable impacts.
16	Direction 16: Increase resilience to natural hazards and climate change
	Action
16.1	Locate developments, including new urban release areas, away from areas of known high biodiversity value, high bushfire and flooding hazards, contaminated land, and designated waterways, to reduce the community's exposure to natural hazards.
16.5	Implement the requirements of the NSW Floodplain Development Manual by updating flood studies and floodplain risk management plans.
16.6	Incorporate the best available hazard information in local plans, consistent with, current flood studies, flood planning levels, modelling and floodplain risk management plans.
19	Direction 19: Support and protect ongoing access to air travel
	Action
19.1	Protect airports from the encroachment of incompatible development, including airports in Wagga Wagga, Albury, Griffith and Narrandera
21	Direction 21: Align and protect utility infrastructure investment
	Action
21.1	Monitor development and ensure that infrastructure is responsive to investment opportunities.
22	Direction 22: Promote the growth of regional cities and local centres
	Action
22.1	Coordinate infrastructure delivery across residential and industrial land in the regional cities.
22.2	Consider the role, function and relationship between regional cities and centres in local land use strategies.
25	Direction 25: Build housing capacity to meet demand
	Action
25.1	Prepare local housing strategies that provide housing choice and affordable housing.
25.3	Align infrastructure planning with land release areas to provide adequate infrastructure.

27	Direction 27: Manage rural residential development
	Action
27.1	Enable new rural residential development where it has been identified in a local housing strategy prepared by council and approved by the DPI&E.
28	Direction 28: Deliver healthy built environments and improved urban design
	Action
28.3	Reflect local built form, heritage and character in new housing developments.
28.4	Incorporate water sensitive urban design in new development.
29	Direction 29: Protect the region's Aboriginal and historic heritage
	Action
29.1	Undertake and implement heritage studies, including regional aboriginal Cultural heritage studies, to inform local land use strategies.
29.2	Consult with Aboriginal people and the broader community to identify the heritage values at the strategic planning stage.

4. Criteria for Large Lot Residential Land

The main objective of this strategy is to identify **sustainable and liveable** large lot residential development areas. The criteria for large lot residential land are explained in further detail below:

Sustainable

The Brundtland Report (WCED; *Our common future*. Oxford: Oxford University Press, 1987 p. 43) identified sustainable development as:

“Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.”

Sustainable development in terms of this strategy is the shared responsibility for the orderly use and development of large lot residential land. This strategy aims to incorporate the goal of sustainability to direct positive changes in the environmental, economic and social development of Deniliquin. Rural residential land is an economic resource, an environmental resource and a social resource. There is a need to balance all three of these components in planning for and managing large lot residential lands in a sustainable manner so that primary production, the natural environment and land as a place to live are given equal weight in decision-making.

Liveable

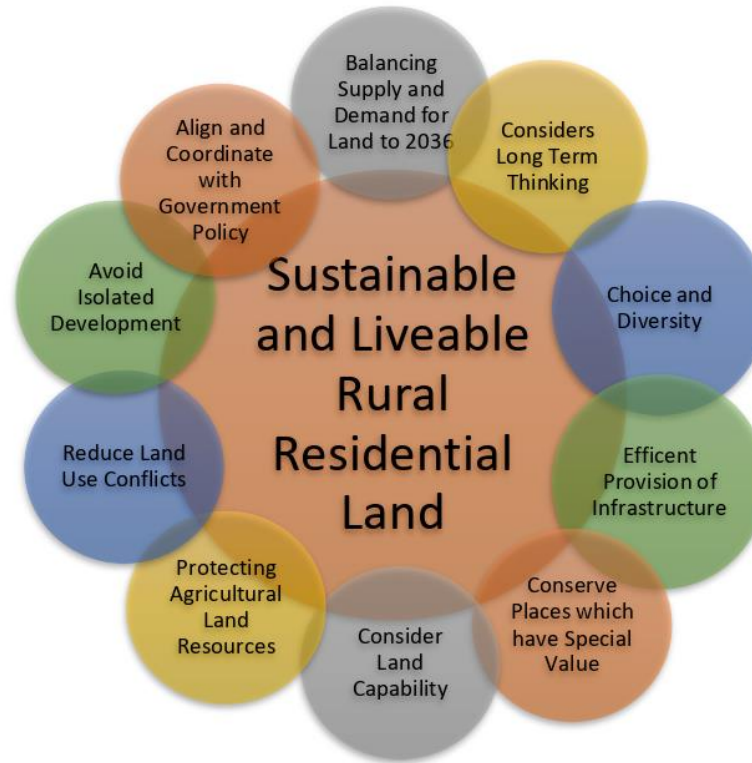
The concept of “liveability” is increasingly used to describe a place which supports the attraction of a place through its ability to support the health, social well-being and economic prosperity of communities. Liveability is a key factor in location decision making (State of Australian Cities, 2011).

In terms of large lot residential development liveable elements may include access to employment, transport links, health services, schools and shops, as well as, affordability and diversity of choice for housing and lot size. It would also include a healthy natural environment, and access to views and a pleasant outlook. At a broader level it includes, management of population growth and demographic change, social health, and the level of equity, leadership and community participation in decision making. It also includes addressing changes and deterioration in the natural environment.

This strategy has a significant role in making large lot residential development liveable and sustainable. The following criteria have been developed for Deniliquin to guide future large lot residential land use on the basis of the above and in consideration of the relevant goals, actions and directions of the *Riverina Murray Regional Plan 2036* as set out in Section 3

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Figure 4-1 Criteria for the Deniliquin Large Lot Residential Land Use Strategy



The criteria demonstrated graphically above will be used in identifying land suitable for sustainable and liveable large lot residential development including the following:

Considers long term thinking:

Identify the ability to accommodate forecast housing demand for a minimum future period of 18 years.

Choice and diversity:

Facilitate choice and diversity in location, lot size, form and type of housing to meet the economic, social, health and well-being requirements and preferences of all people.

Efficient provision of infrastructure:

Rationalise large lot residential development to avoid locations where access, servicing, safety or impact are unacceptable or too costly.

Conserve places which have special value and consider land capability:

There should be no adverse effect on key natural resource values, including areas of biodiversity significance and other areas that have special value. This requires considering the capability of the land to accommodate large lot residential development.

Protecting agricultural land resources:

There should be no adverse effect on high quality agricultural land.

Reduce land use conflicts:

Provide land for large lot residential housing which does not result in land use conflicts.

Avoid isolated development:

Provide land that is in close proximity to Deniliquin town centre and encourage development that is adjacent to existing large lot residential zones.

Align and coordinate with government policy:

Consider State legislation and align with State policy and practice.

5. Planning Policy

5.1 Role of Government and Private Sector

5.1.1 State Government

At the state and regional level the NSW Government provides the strategic planning basis for infrastructure, housing needs, jobs and the environment. This is through regional strategic planning such as the Riverina Murray Regional Plan, legislative acts and regulations, State Environmental Planning Policies and the establishment of standard land use zones via the standard LEP template utilised across the state.

5.1.2 Local Government

Local Government has a significant role in large lot residential lands as they can build on existing strengths of a region through detailed community and planning policy. This can provide opportunities for appropriate growth and recognise the need for local employment in order to sustain settlement populations and ensure their wellbeing (GHD, 2009). In performing this role, Local Government has the ability to:

- Prepare a Community Strategic Plan to identify a strategic vision and plan for their area in consultation with the community.
- Identify future large lot residential land through detailed strategic planning and ongoing supply and demand monitoring and analysis.

- Zone land through LEP's to ensure it is protected and available for use and is market ready.
- Facilitate the required infrastructure to ensure land is ready for use.
- Respond to locational requirements such as lot size, etc.

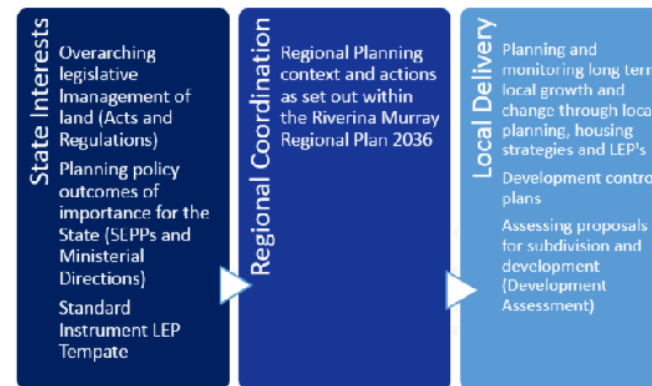


Figure 5-1 Summary of State Interests, Regional Coordination and Local Delivery

Council's capacity to promote development opportunities and diversification of activities can be inhibited by a lack of available and appropriately located land. A scarcity of land available for development could deter investment in local areas, which may stifle economic growth and employment opportunities. Council's planning controls should ensure that land is available for development and is adequately served by infrastructure, and should be responsive to trends. It should provide for different land uses to cater for different needs.

5.1.3 Private Sector

The private sector is involved in the large lot residential land market by:

- Purchasing, developing and selling land.
- Developing or upgrading infrastructure.
- Providing advice to land owners, developers, governments and industrialists.
- Property and tenant management.

Industry input includes the sharing of information and providing a business perspective to policy proposals. It also includes public / private partnership approaches to land and infrastructure development, and strategic planning activities (Property Oz, 2007).



5.2 Planning Documents

There is a hierarchy of legislation, statutory planning instruments and policies affecting large lot residential development in Deniliquin, including:

- Environmental Planning and Assessment Act, 1979 (EP&A Act)
- Rural Fires Act 1997
- Native Vegetation Act 2003
- Water Management Act 2000
- National Parks and Wildlife Act 1974
- Threatened Species Conservation Act 1995
- Biodiversity Conservation Act 2016
- State Environmental Planning Policies (SEPPs) including
 - *State Environmental Planning Policy (Primary Production and Rural Development) 2019*
 - *State Environmental Planning Policy (Infrastructure) 2007*
 - *State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007*
- Murray Regional Environmental Plan No- 2 - Riverine Land
- Deniliquin Local Environmental Plan 2013
- Deniliquin Local Environmental Plan 1997 (applying to land deferred from the Deniliquin LEP 2013. Not related to the regulation of large lot residential land).

- Deniliquin Development Control Plan 2016
- Section 9.1 Ministerial Directions from the Minister of Planning

The strategic planning framework affecting large lot residential development in Deniliquin includes:

- Riverina Murray Regional Plan 2036
- Riverina Murray Implementation Plan
- Policy for Sustainable Agriculture in New South Wales (1998)
- Deniliquin Flood Plain Management Study (1984)
- Edward River at Deniliquin Flood Study (2014)

These are described in detail in Appendix A.

5.2.1 Deniliquin Local Environmental Plan 2013

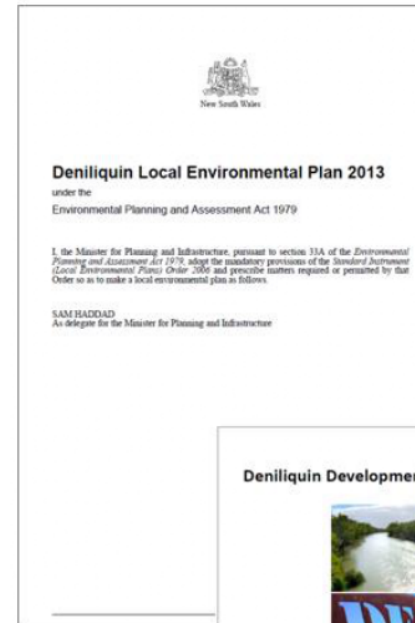
The main document which regulates large lot residential development in Deniliquin is the *Deniliquin Local Environmental Plan (LEP) 2013*. The R5 Large Lot Residential zone has been included in the LEP to accommodate large lot residential development in the LGA.

The objectives of R5 Large Lot Residential zone under Deniliquin LEP 2013 include the following:

- *To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.*
- *To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.*
- *To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*

Standard Minimum Lot Size

The minimum lot size in the R5 Large Lot Residential zone under Deniliquin LEP 2013 where on-site disposal of sewage is required is 1 ha. However the LEP has adopted an additional clause (Clause 4.1(4A), whereby certain land can be subdivided down to 5,000 m² if the lots are connected to reticulated sewer.



6. People and Housing

6.1 Edward River Local Government Area (LGA)

In 2016, Edward River Council was proclaimed, following the amalgamation of the former Conargo Shire Council and Deniliquin Council. The Edward River (LGA) is located a short drive from the Murray River approximately 700km south west of Sydney and 300km north of Melbourne. The municipality covers an area of approximately 8,881 square kilometres and includes the regional centre of Deniliquin and the six rural villages of Blighty, Booroorban, Conargo, Mayrung, Pretty Pine and Wanganella.

The following demographic and housing profile of the Edward River (LGA) shown in Table 6-1 provides an analysis of the area's population, housing and employment trends. Demographic and housing trends are a key consideration in determining demand and land suitability for large lot residential development within Edward River (LGA).

Table 6-1 Edward River (LGA) Key Characteristics

	2016
Total Area (km ²)	8,881
Population	8,851
Median Age	45
Indigenous Person (%)	4.0
Indigenous Median Age	21
Dwellings	3,850
Occupancy Rate persons per dwelling	2.3
Median household income \$/weekly	1,080
Indigenous Persons Median household income	791
Median rent (\$/weekly)	190
Country of Birth – Australia (%)	82.4



8,851 Persons



Median Age: 45



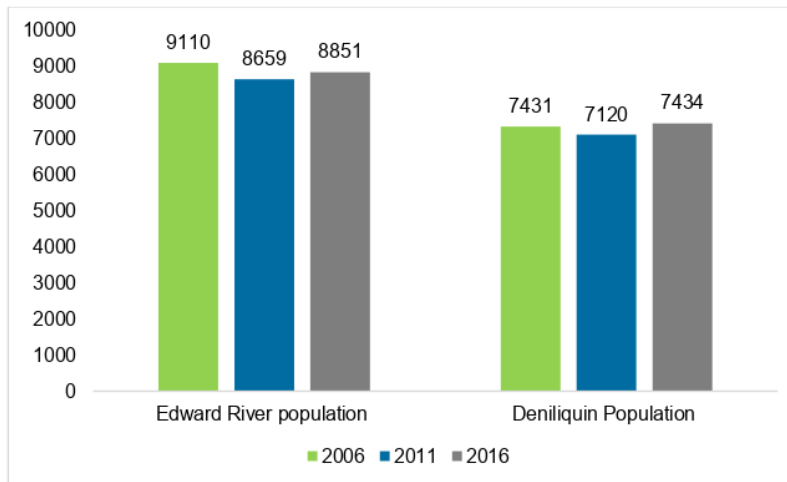
Dwellings: 3,850

Source: Edward River (A) NSW (LGA), ABS Census 2016

6.1.1 Population

ABS Census data indicates that in 2016 Edward River LGA had a total population of 8,851 persons (refer Figure 6-1). Deniliquin is the key regional centre within the LGA and in 2016 had a total population of 7,434 persons, which is approximately 83.9% of the Edward River LGA population.

Figure 6-1 Population snapshot 2006 - 2016



Source: Edward River (A) NSW (LGA) Time Series Profile (2006 – 2016), ABS Census 2016. Deniliquin (A) NSW (LGA) (2006 – 2011) ABS Census 2016. Deniliquin NSW (SA2) (2016), ABS Census 2016.

Growth within Deniliquin can be attributed to the lifestyle, investment and employment opportunities available within the town.

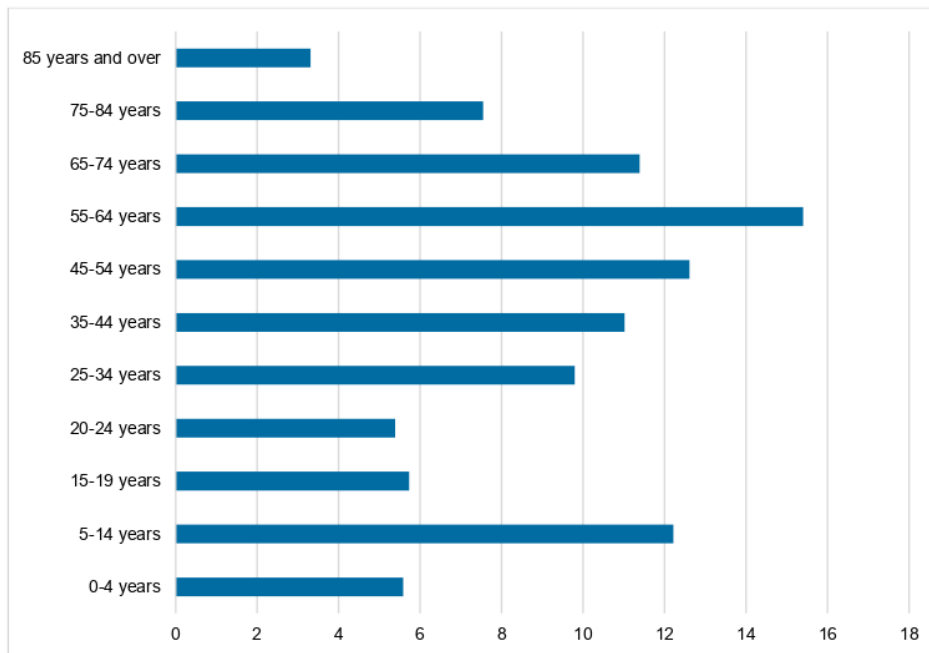
6.1.2 Occupancy rate

The occupancy rate within the Edward River LGA is relatively stable at 2.3 persons per household, which is 0.3 less than the average NSW occupancy rate.

6.1.3 Age distribution

The age distribution of the Edward River LGA is consistent with trends across Australia (refer Figure 6-2). The median age of persons living in the LGA is 45 years which is significantly higher than the median age of people in NSW and Australia being 38. The most notable feature of the Edward River LGA is the large proportion of 5 to 14 year olds, comprising 12.3% of the total population and the lower proportion of persons between the ages of 15 and 24 and persons 85 years and over. The population profile is consistent with national trends in other regional areas being characterised by a loss of the ‘working age’ cohort combined with an ageing population.

Figure 6-2 Age Profile

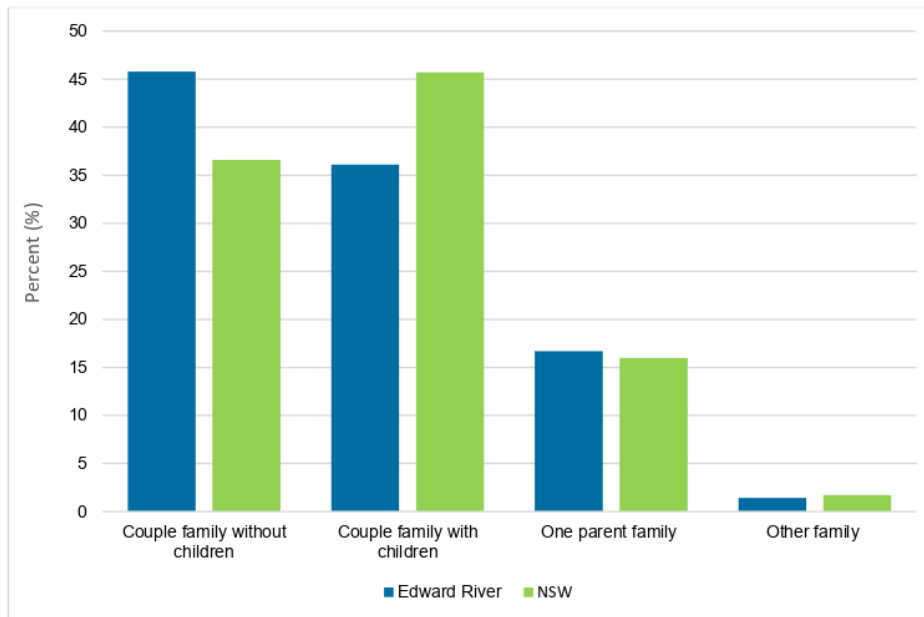


Source: Edward River (A) NSW (LGA), ABS Census 2016.

6.1.4 Family composition

In 2016, the most common type of family composition within the Edward River LGA was couple family without children (refer Figure 6-3.). This type represented 45.8% of all families within the LGA. This is reflective of the ageing population as baby boomers move into the ‘empty nester’ phase of their lives. The second highest was couple family with children at 36.1% followed by one parent families at 16.7%. Couple family with children and one parent family statistics are significantly higher when compared to NSW figures.

Figure 6-3 Family composition

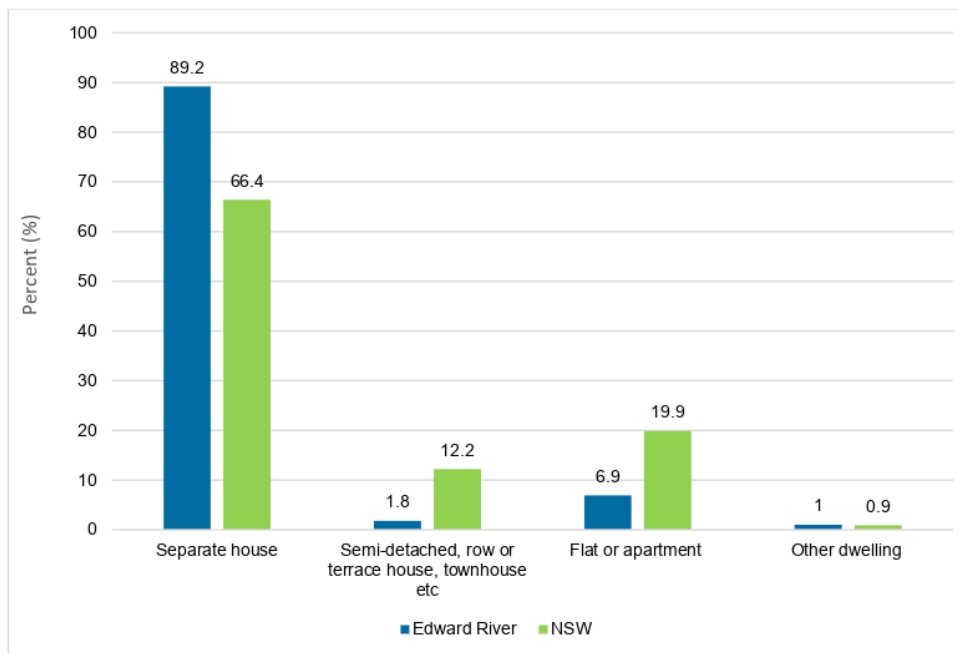


Source: Edward River (A) NSW (LGA), ABS Census 2016.

6.1.5 Housing

Separate houses is the most popular type of housing in the Edward River LGA (refer Figure 6-4) and at the 2016 census the ABS reported 3,850 private dwelling in the Edward River LGA. The number of semi-detached, row or terrace house, townhouse etc. and flat or apartment living options in Edward River are limited when compared to NSW figures.

Figure 6-4 Housing composition



Source: Edward River (A) NSW (LGA), ABS Census 2016.

6.1.6 Employment

In 2016, there were 4,012 persons in the labour force in Edward River LGA, of these persons 57.5% of people were employed full-time, 31.7% were employed part-time and 5.0% were unemployed. The number of persons working full-time in the region is slightly less than the NSW average of 59.2%, however, the number of persons employed part-time and unemployed were noticeably lower than NSW averages indicating that there are employment opportunities within the Edward River LGA, and that a majority of employment opportunities are part-time or casual rather than full-time.

The agriculture, forestry and fishing sector was the largest employer in the Edward River LGA in 2016, employing approximately 633 persons (16.6%) the second highest employer in the LGA was health care and social assistance employing 496 persons (13%) (Edward River (A) NSW LGA General Community Profile, ABS Census 2016). Conargo provides a high proportion of agriculture services including wheat, rice, canola and cereals which employ a large number of persons within the LGA whilst Deniliquin provides a high proportion of health services and retail services to the LGA and surrounding rural villages within northern portion of the adjoining Murray River Council area.

6.2 Former Deniliquin LGA

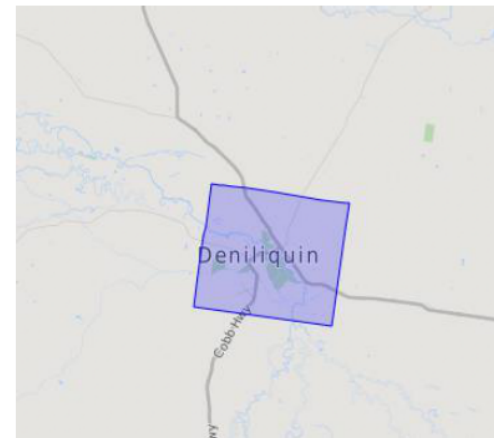
The statistics in Table 6-2 reflect the findings of ABS Census data from 1976 to 2016 for the former Deniliquin LGA. As previously mentioned, in 2016 Edward River Council was proclaimed, following the amalgamation of the former Conargo Shire Council and Deniliquin Councils.

The 2016 ABS Census data for the previous Deniliquin LGA area is now available at the 'Statistical Area Level 2 (SA2)' level which utilises the former Deniliquin LGA boundary (ABS, 2018) as shown in the image below. Therefore, the data should be an accurate reflection of changes since the 2011 ABS Census for the former Deniliquin LGA. The following statistics reflect the findings of the 2016 Census carried out by the ABS and compares 2011 data to 2016.

Table 6-2 Demographic and Housing Profile 2011- 2016

Former Deniliquin LGA	2011	2016
Total Area (km ²)	143.2	143.2
Population	7,120	7,434
Median Age	44	45
Indigenous Person (%)	3.6	4.6
Indigenous Median Age	17	22
Dwellings	3,361	3,237
Occupancy Rate persons per dwelling	2.2	2.2
Median individual income \$/weekly	479	583
Indigenous Persons Median household income	551	776
Median rent (\$/weekly)	150	195
Country of Birth – Australia (%)	86.8	82.3

Source: Deniliquin NSW (SA2), ABS Census 2016.



Deniliquin SA2 boundary

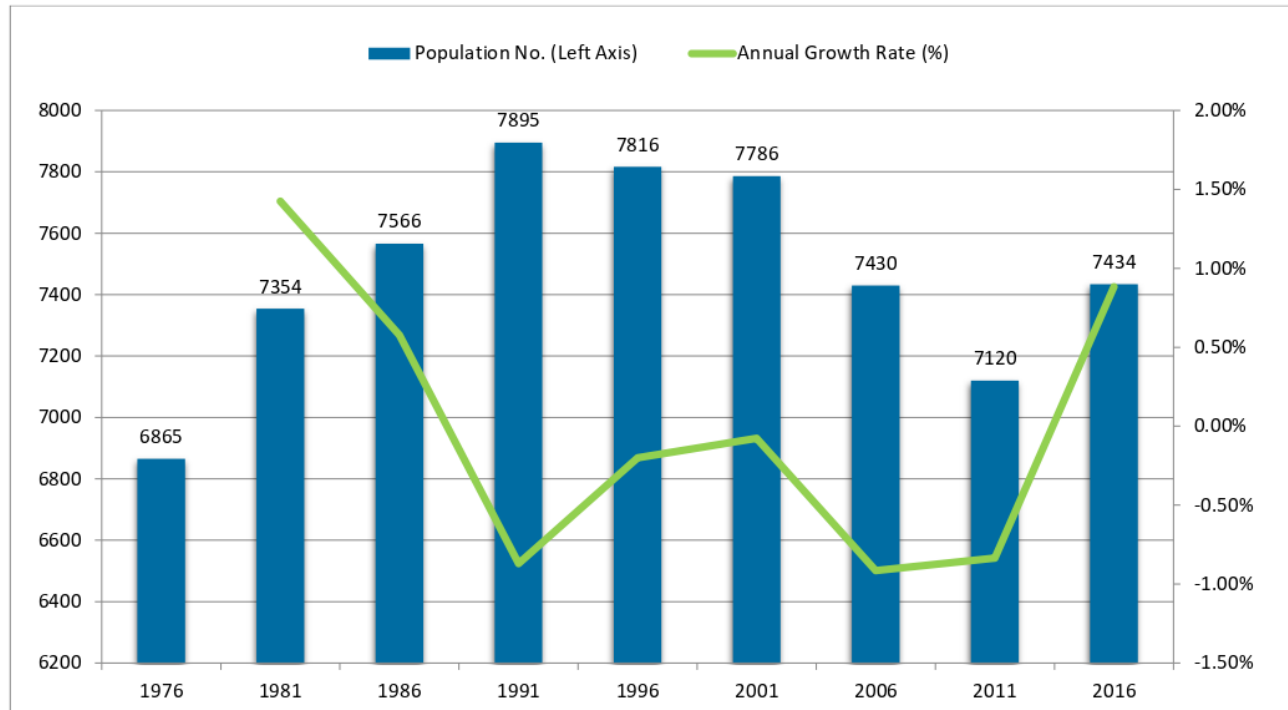
6.2.1 Population

Population trends and changes in the former Deniliquin LGA share the characteristics of many other areas outside of the major cities in Australia. These characteristics include an ageing population, lifestyle driven growth coupled with decline in the proportion and number of young adults, changing household structures which mirror changes in the broader Australian population, and growth beyond the fringes of established urban areas into rural landscapes.

ABS 2016 data records show a fluctuating population over time. From 1976 to 1991 the population increased by 15%. It then stayed relatively stable for the period 1991 to 2001. Between 2001 and 2011 the population suffered from a decline of almost 700 persons, which represented almost 9% of the population. This decline which can be attributed to the severe drought affecting agricultural conditions as well as the rice factory closure. Between 2011 and 2016 the decline reversed and population grew by 314 persons or 4.4%.

Overall, during the 40 year period (from 1976 to 2016) the population has benefitted from an increase of 8.2% (or an average of 0.26% growth per annum) (refer Figure 6-5). This growth is despite significant population losses due to drought and adverse economic incidents indicating that Deniliquin has significant lifestyle attractors and opportunity for further population growth when this is supported by positive agricultural, macro and micro economic conditions.

Figure 6-5 Former Deniliquin LGA - Population and Average Annual Growth Rate



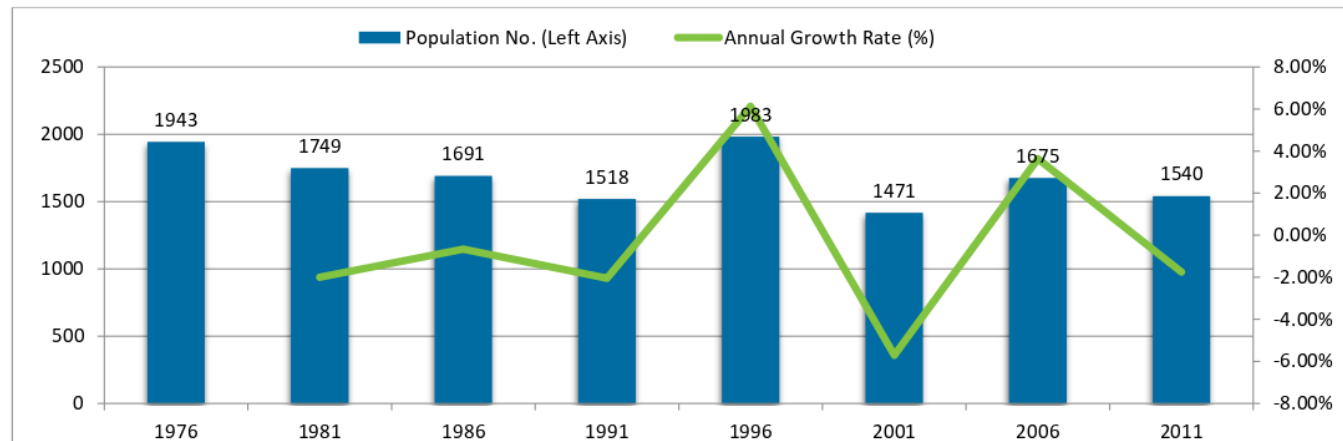
Source: ABS Census 1971-2016

6.2.2 Surrounding areas

Given the small size and typical land use within the former Deniliquin LGA, there are a significant number of external drivers for large lot residential development outside the LGA boundaries. This includes the former Conargo LGA (now part of Edward River) as well as portions of the former Murray LGA. Hence, the population and housing of both the former Conargo LGA and the Murray LGA will be examined for the purposes of this strategy (refer Figure 6-6 and Figure 6-7). Given the Council amalgamations, the data available is limited to ABS Census 2011.

Former Conargo LGA

Figure 6-6 Conargo - Population and Average Annual Growth Rate



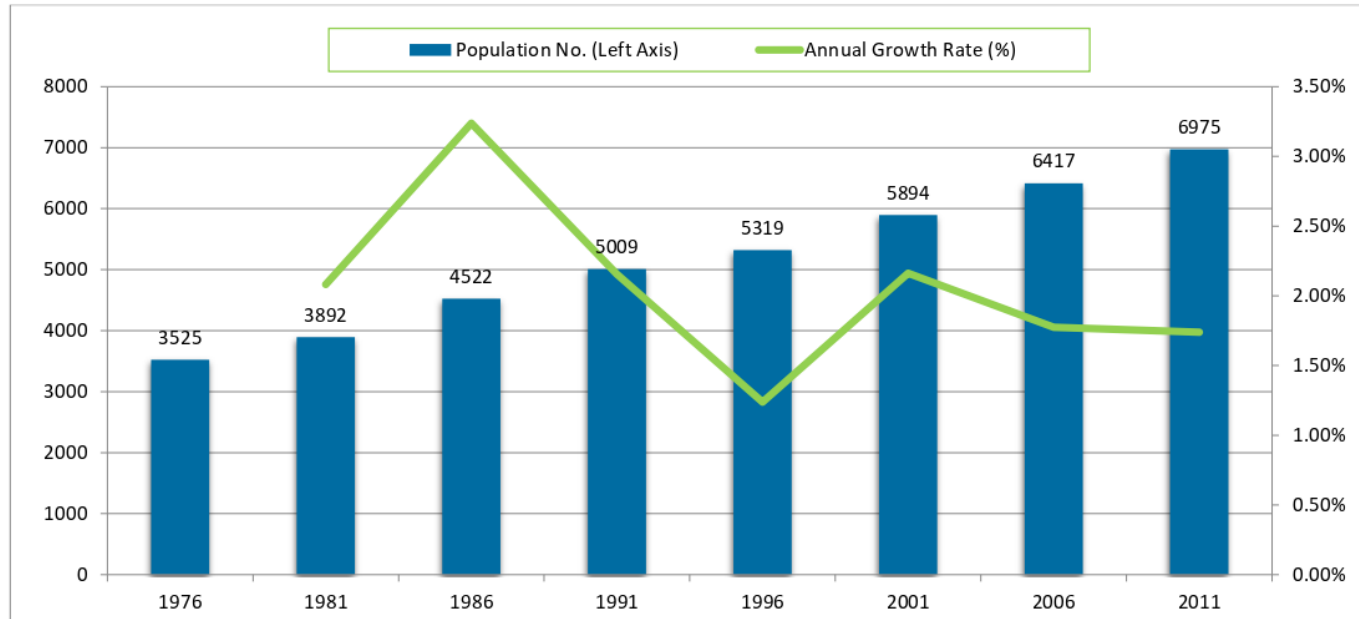
Source: ABS Census 1976- 2011

The population of the former Conargo LGA fluctuates in a similar way to that of Deniliquin. The population of the former Conargo LGA has been declining slowly since the start of the drought in 2000 (declined by 22% from 1996 to 2011).

However, from 1981 to 1996 (during a non-drought period) the population of the former Conargo LGA increased by 13%. The difference between the different decades shows the dramatic effect agricultural conditions have on the population within these LGA's.

Murray LGA

Figure 6-7 Murray - Population and Average Annual Growth Rate



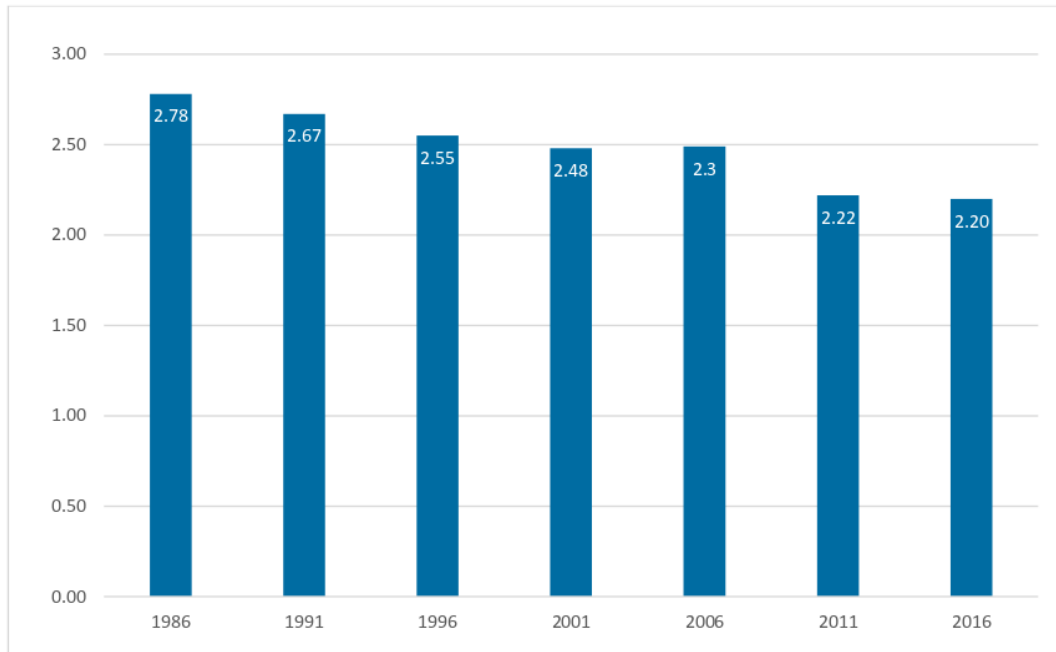
Source: Murray (A) NSW Local Government Area (LGA), ABS Census 1976- 2011

Between 1981 and 1896 the population of the former Murray LGA has been slowly increasing at an annual average growth rate of between 1.2% to 2.0%. The largest population increase was between 1981 and 1986 with the annual average population increase at 3.2%. Even during the drought period the population increased by approximately 2%. The Murray River LGA economy has distinct differences to the former Conargo and Deniliquin economies (now Edward River). The Murray River LGA has a large tourism sector. It also includes Moama which is adjacent to the Victorian town of Echuca. Echuca includes a large commercial centre. Moama is also close to Melbourne (2 hours). It is therefore likely that during the drought, the Murray River LGA was not as susceptible to population decline as it was also reliant on other economic sectors such as tourism and retail / commercial investment.

6.2.3 Occupancy Rate

The occupancy rate has changed considerably since 1986, reducing in line with state and national trends including lone person households, delayed partnering, divorce and separation, decreases in fertility rate and declines in extended families (refer Figure 6-8).

Figure 6-8 Occupancy Rate, Former Deniliquin LGA 1986 – 2016



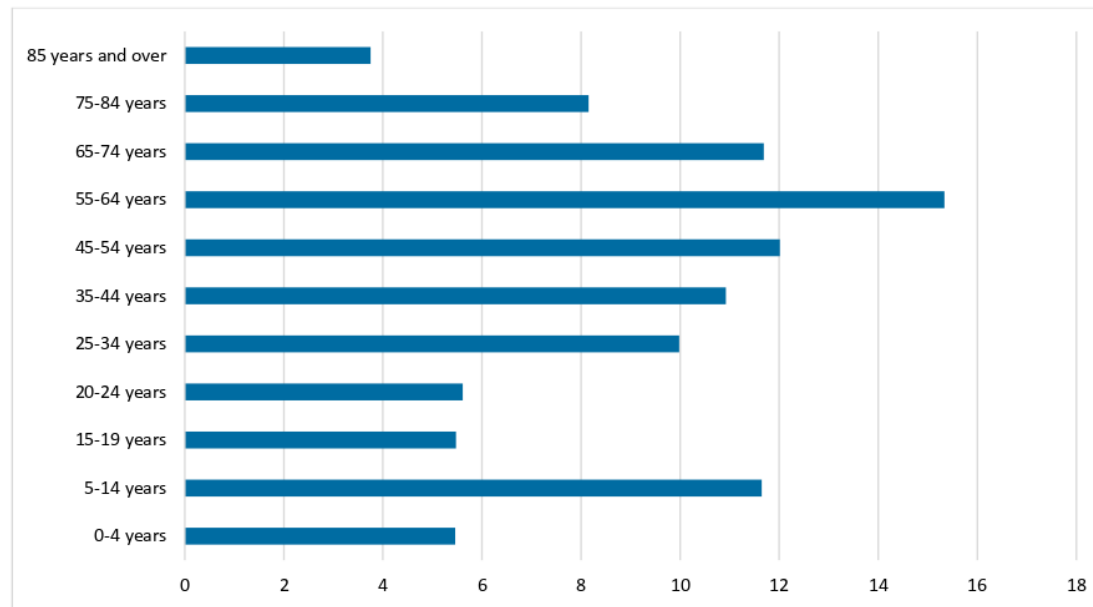
Source: Deniliquin (A) NSW Local Government Area (LGA) (1986 – 2006), Deniliquin (A), NSW Statistical Area Level 2 (SA2), ABS Census (2011 – 2016)

Within Deniliquin the lower occupancy rate is influenced by the high proportion of families without children (for example empty nesters and retirees) and a high proportion of lone person households.

6.2.4 Age Distribution

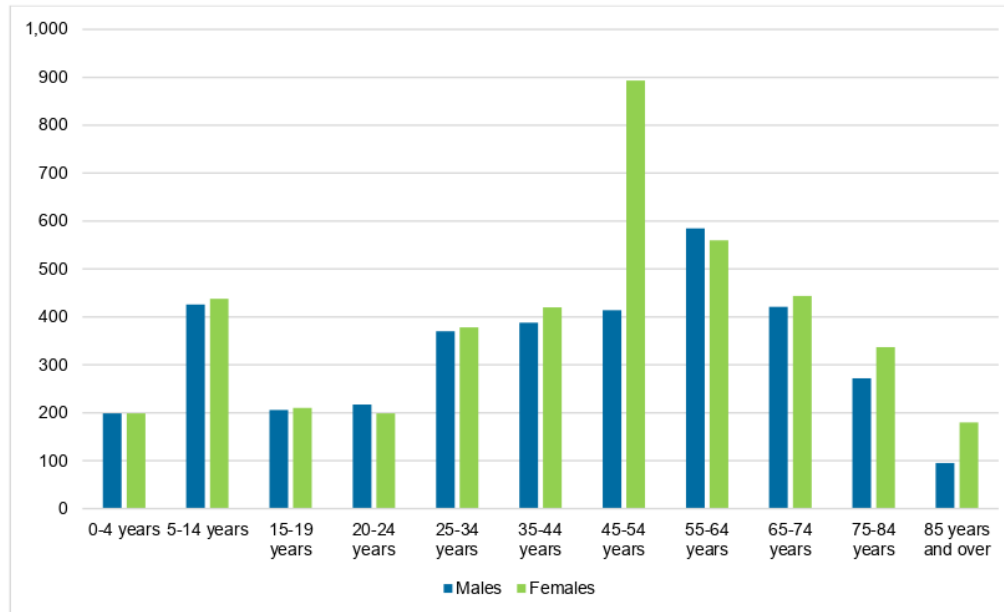
Consistent with trends across Australia, Deniliquin has an ageing population. The medium age in the former Deniliquin LGA has increased from 41 years old in 2006 to 45 year old in 2016. Figure 6-9 shows that the dominant age group is 55-64 years representing 15.3% of the population. This is followed by the 44-54 age group representing 12%, and 65-74 age group representing 11.68%. Interestingly, the next highest age group is 5-14 years representing 11.64% which is representative the high number of families with children (both singles and couples) in Deniliquin, further discussed in Section 6.2.5.

Figure 6-9 Age (% of total population – 2016) former Deniliquin LGA



Source: ABS Census 2016.

Figure 6-10 Age sex graph former Deniliquin LGA 2016 Census



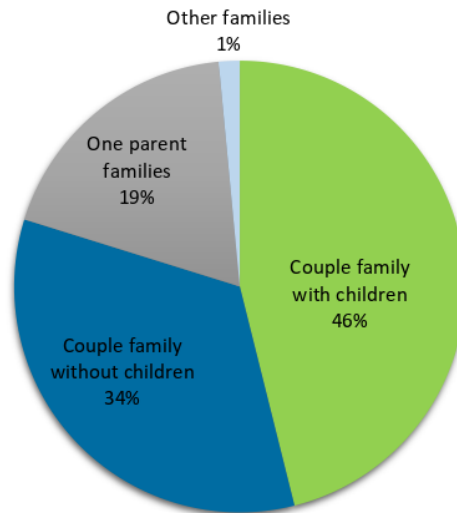
Source: Deniliquin (A), NSW SA2 ABS Census 2016.

The age sex graph in Figure 6-10 highlights some differences between the sexes. The most notable feature is the higher proportion of females than males in the population aged between 45 and 54 years as well as 75 years and over. The difference is most marked among the population aged 85 years and over and is attributable to the longer life expectancies of females. The graph demonstrated the large proportion of 55 to 64 year olds comprising 15% of the total population, and a lower proportion of persons aged 0 to 4 years and 15 to 24 year olds indicating that young people are leaving the area to seek out further education or work opportunities. In NSW in 2016, 14.2% of the population was aged between 25 and 34 year, whilst in Deniliquin only 9.9% of the population were aged between 25 and 34 years.

6.2.5 Family composition

In 2016, the most common type of family composition was ‘couple family without children (refer to Figure 6-11).’ This type represented 46% of all families within Deniliquin. This is reflective of the ageing population as baby boomers move into the ‘empty nester’ phase of their lives. The second highest was couple family with children at 34% followed by one parent families at 19%. The figures have changed significantly since 2011 when the dominant family type was couple family without children representing 44.4% of the population, a drop of 10.4% from 2011 to 2016.

Figure 6-11 Family composition



Source: Deniliquin (A), NSW SA2 ABS Census 2016.

6.2.6 Housing

Separate houses remain the most popular type of housing in Deniliquin and at the 2016 Deniliquin SA2 ABS census data reported a total of 3,237 occupied and unoccupied private dwellings in Deniliquin.

The number of 'semi-detached, row or terrace houses, townhouses etc.' and 'other dwellings' both declined within the 10 year period between 2006 and 2016. Table 6-3 below demonstrates that the number of separate houses between 1996 and 2011 has been slowly decreasing over time with a 5.3% decrease in separate housing between 1996 and 2016 representing a 1.06% decrease over 5 years.

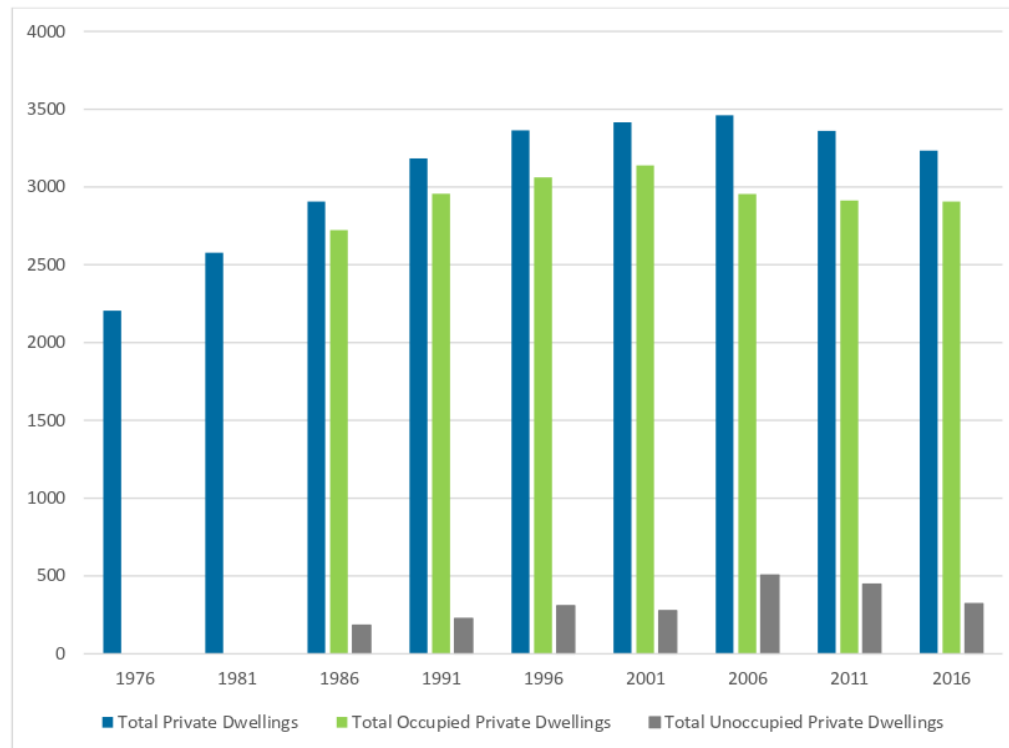
Table 6-3 Occupied Dwelling Characteristics, 1996 to 2016

Dwelling types	1996	2001	2006	2011	2016	% of total Occupied Private dwellings	Change 1996 to 2016 (No.)	% Change - 1996 to 2016
	No.	No.	No.	No.	No.	2016	No.	%
Separate house	2,698	2,567	2,575	2,567	2,555	87.7	-131	-5.3
Semi-detached, row or terrace house, townhouse	134	36	86	161	62	2.1	-72	-53.7
Flat, unit or apartment	360	429	334	128	232	8.0	-128	-35.5
Other dwellings	117	90	68	54	33	1.1	-84	-53.8
Dwelling type not stated	55	13	n/a	4	33	n/a	n/a	n/a

Source: Deniliquin (A), NSW SA2 ABS Census 2016.

At the 2016 Census, there were 2,915 occupied private dwellings in Deniliquin, of which 9.9% were unoccupied. ABS figures suggests that between 2011 and 2016 the number of separate house dwellings decreased from 2,567 to 2,555 whilst the number flat or apartment living options increased, with a corresponding increase in the number of 'lone persons' and 'couple family without children' suggesting that these family compositions are creating demand for smaller housing options within the Deniliquin area.

Figure 6-12 Total Number of Private Dwellings (occupied and unoccupied) from 1976 to 2016



Source: Deniliquin (A), NSW SA2 ABS Census 2016.

During 2011 to 2016 there was a significant decline in the number of semi-detached, row or terrace house, townhouse available representing a 60% decrease over 5 years. Both the number of occupied and unoccupied private dwellings have also declined since 2006 which is evident in Figure 6-12 above.

ABS figures suggest that between 2011 and 2016, the number of 'other dwellings' reported decreased almost half from 54 to 33, with a corresponding increase in the number of 'flat, unit or apartment' dwelling types in 2016, suggesting a change in descriptors in ABS data.

Table 6-4 demonstrates that Deniliquin has had a steady increase in the number of dwellings between 1976 and 2006. According to ABS data since 2011 there has been a decline in the number of dwellings available.

The number of unoccupied private dwellings between 2006 and 2016 has decreased indicating that the availability of housing within the area has decreased, with a corresponding increase in the number of persons moving to the region. Reasons for the reduction of unoccupied dwellings over a 10 year period may be due to a lack of rental properties available or a lack of available housing.

Table 6-4 Increase in Dwelling from 1976 to 2016

Year	Number of Dwellings (occupied and unoccupied)	Average Annual Increase (per census period) (%)	Increase in Number of Dwellings Per Year (per census period)
1976	2,206		
1981	2,577	3.36	74.2
1986	2,906	2.55	65.8
1991	3,183	1.91	55.4
1996	3,364	1.14	36.2
2001	3,415	0.30	10.2
2006	3,461	0.27	9.2
2011	3,361	-0.58	-20.0
2016	3,233	-0.007	-128

6.2.7 Employment

In 2016, there were 3,278 persons employed in the Deniliquin region, of these persons 56.3% were employed full-time, 32.6% were employed part-time and 5.6% were unemployed. The full-time and part-time employment figures for Deniliquin when compared to 2011 employment figures show a slight increase, there has also been a slight increase in the number of unemployed persons within the region with 5.6% of the population being unemployed in 2016 compared to 4.4% in 2011. However, the unemployment rate in Deniliquin remained significantly lower than the NSW and Australian unemployment figures of 6.3% and 6.9% during the same year.

As shown in Table 6-5 the health care and social assistance employment sector remained the largest employer in Deniliquin in 2016, employing approximately 14.3% of the population. Between 2011 and 2016 there has been a decline of persons working within retail and wholesale trade, however there has been an increase in the number of persons employed within the agriculture, forestry and fishing sector, which improved by 15.96%, accommodation and food services which improved by 14.15% and construction, which improved by 11.5%.

Increases in the number of persons working within the agriculture, forestry and fishing sectors could largely be due to the re-opening of the Australian Meat Group (AMG) abattoir in 2015 resulting in a corresponding increases in the number of persons working within primary, secondary and quaternary sectors.

Table 6-5 Employment by Industry, Former Deniliquin LGA

Industry	2001	2006	2011	2016	% of Employed Persons (2016)	Change 2001 to 2016 (No.)	Change 2001 to 2006 (%)
Primary (Resource Based)	406	263	196	226	7.3	-180	-44.3
Agriculture, forestry & fishing	406	252	188	218	7.05	-188	-46.3
Mining	0	11	8	8	0.25	8	-
Secondary (Goods Based)	517	575	568	618	19.9	101	19.5
Manufacturing	263	279	250	276	8.92	13	4.9
Electricity, gas, water & waste services	65	102	92	90	2.9	25	38.4
Construction	189	194	226	252	8.15	63	33.3
Tertiary (Commerce Based)	939	739	634	553	17.8	-386	-41.1
Wholesale trade	171	116	92	76	2.4	-95	-55.5
Retail trade	615	463	396	314	10.1	-301	-48.9

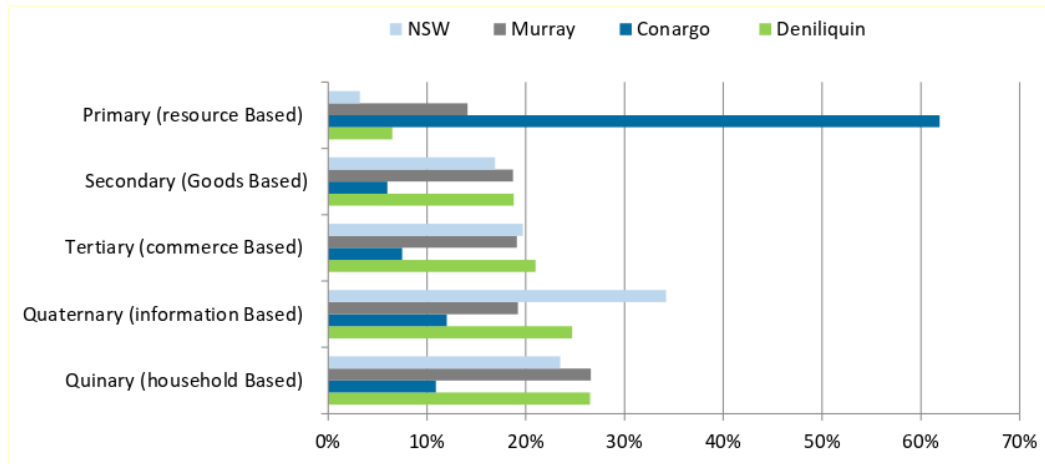
Industry	2001	2006	2011	2016	% of Employed Persons (2016)	Change 2001 to 2016 (No.)	Change 2001 to 2006 (%)
Transport, postal & warehousing	153	160	146	163	5.2	10	6.5
Quaternary (information Based)	1,036	818	746	734	23.7	-302	-29.1
Information media & telecommunications	35	34	29	23	0.74	-12	-34.2
Financial & insurance services	92	85	74	68	2.1	24	-26
Rental, hiring & real estate services	209	41	26	19	0.6	-190	-90.9
Professional, scientific & technical services	-	149	138	141	4.5	-8	-5.3
Administrative & support services	211	59	69	73	2.3	-138	-65.4
Public administration & safety	137	203	198	182	5.8	45	32.8
Education & training	352	247	212	228	7.37	-124	-35.2
Quinary (household Based)	676	750	802	835	27.0	159	23.5
Accommodation & food services	165	241	212	242	7.8	77	46.6
Health care & social assistance	352	366	443	443	14.3	91	25.8
Arts & recreation services	139	20	24	22	0.71	22	-84.1
Other services	20	123	123	128	4.13	108	540%

Source: ABS Census 2016

A comparison of the economic contribution of Deniliquin compared to the surrounding region and NSW is provided in Figure 6-13. As can be seen the primary sector is higher in all LGA's than the state average showing how much the region relies on primary industries for its economy. However, as discussed previously Deniliquin is fairly underrepresented in primary industry due to the size of the former LGA and existing land uses. This is shown in its high secondary, tertiary, quaternary and quinary sectors. Given the small size of the former LGA it is not surprising that industries such as retail trade and public administration are higher than the state average.

Conargo relies almost exclusively on primary industries for its economy as all other sectors are fairly low. Whilst, the Murray LGA has a relevantly high quinary sector, the large number of persons employed in the accommodation and food services reflects the LGA's reliance on tourism.

Figure 6-13 Contribution to the Economy – Employed Persons, Former Deniliquin, Murray, Former Conargo and NSW (2011)



Source ABS 2011.

6.2.8 Development and Property Trends

Table 6-6 below demonstrates the total value of new buildings in Deniliquin has fluctuated significantly over the past 10 years. Values peaked in 2010 and 2015 supported by significant commercial development.

For residential dwellings, (being all types including residential and large lot residential) an average of 13 have been approved between 2006 and 2017, with peaks of 17 in 2006 and 15 in 2007, 2009, 2010 and 2013. The lowest approval years were 2011 with 9 and 2016 with 4. Despite low approvals in 2016, it is noted that a substantial upturn of 13 occurred in the following year.

6.2.9 Building Approvals - ABS**Table 6-6 Building Approvals – Former Deniliquin LGA**

Building Approvals - year ended 30 June		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Private sector houses	no.	15	15	16	15	15	9	10	15	11	11	4	13
Total dwelling units	no.	17	15	20	15	15	9	11	15	11	11	4	13
Value of private sector houses	\$m	3.2	3.6	2.9	4	4	9	5	5	4	5	4	5
Value of new residential building	\$m	3.5	3.6	3.5	3	3	2	4	5	4	5	5	5
Value of total residential building	\$m	4.9	4.8	4.8	4	4	3	5	5	4	5	5	5
Value of total non-residential building	\$m	0.2	5.1	4.4	3	9	1	4	2	0	17	0	1
Value of total building	\$m	5.1	9.9	9.2	6	14	4	9	7	4	22	5	7

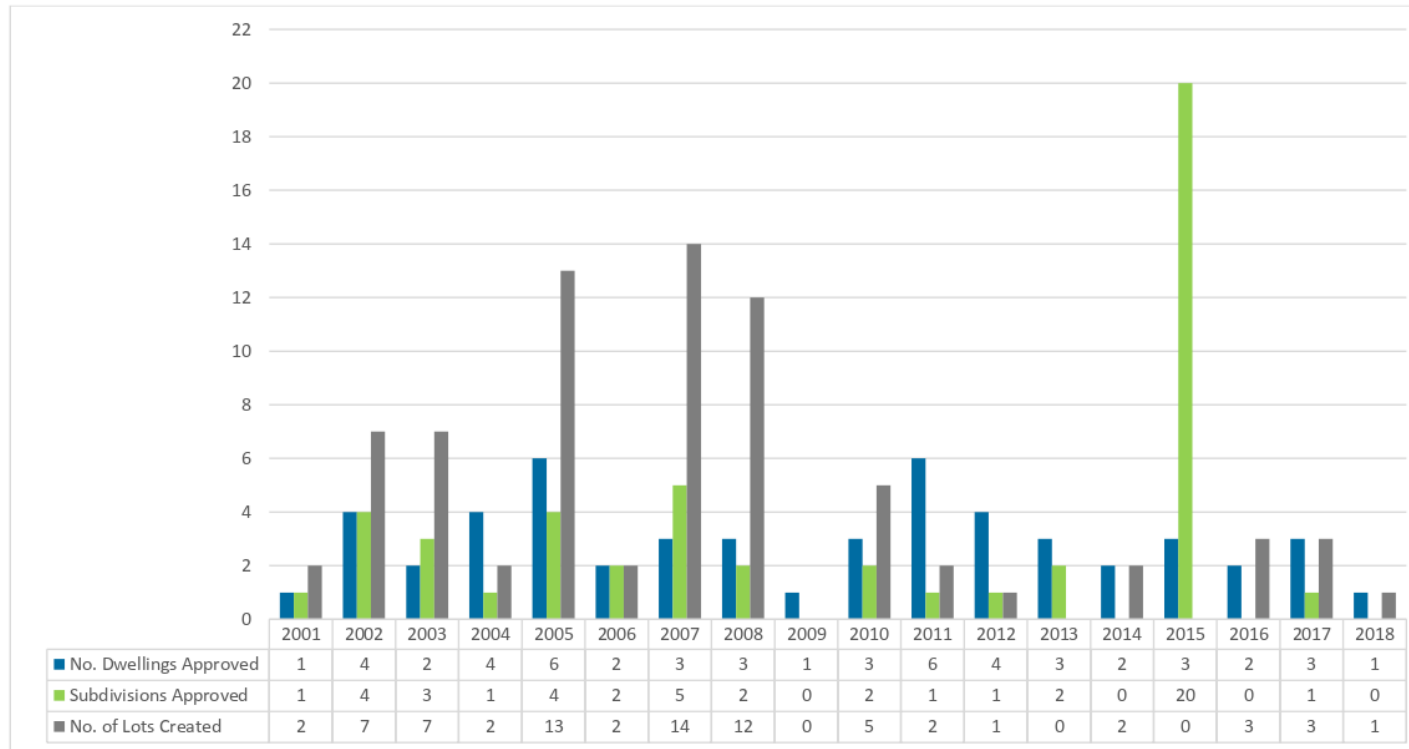
6.2.10 Large Lot Residential Development Approvals

Data on large lot residential dwelling approvals since 2001 is shown in Table 6-7 and Figure 6-14. Over the 16 year period between 2001 and 2017 a total of **53** large lot residential dwellings were approved with an annual average of **3.05** dwellings approved per year. In addition, a total of **76** new lots were created averaging **4.4** lots per year.

Table 6-7 Approvals for Large Lot Residential Development in Deniliquin, 2001 to 2018

Year	No. Dwellings Approved	Subdivisions Approved	No. of Lots Created
2001	1	1	2
2002	4	4	7
2003	2	3	7
2004	4	1	2
2005	6	4	13
2006	2	2	2
2007	3	5	14
2008	3	2	12
2009	1	0	0
2010	3	2	5
2011	6	1	2
2012	4	1	1
2013	3	2	0
2014	2	0	2
2015	3	20	0
2016	2	0	3
2017	3	1	3
2018* (As of 28 August)	1	0	1
Total	53	49	76
Annual Average 2001-2017)	3.05	2.88	4.4

Figure 6-14 Approvals for Large Lot Residential Development in Deniliquin 2001-2018



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7. Department of Planning and Environment Population Projections

7.1 Department of Planning and Environment Population Forecasts

Department of Planning and Environment (DPE) now DPI&E provides population and household projections to help plan for service and infrastructure delivery for the community. The projections also provide a framework for assessing future needs for residential and commercial land, housing and public utilities. Projections are prepared for each NSW LGA and consist of three projection series the main projection a high and low growth projection series. The main series is used for official projections and the high and low show the impact on the NSW population when the assumed levels of births, deaths and migration are changed.

The latest projection series is dated 2016 and forecast population, households and implied dwelling requirements to 2036. It is noted the 2016 projections take into account findings from the 2011 Census of Population and Housing, final recast Estimated Resident Populations (ERPs) published by the ABS for the period 1991-2011, and the latest data relating to births, deaths and migration. Assumptions are also made about the geographic distribution of future residential development in selected areas (DPE, 2016).

DPE note that the data has limitations and the projections are not precise predictions of the demographic future given they are based on assumptions around future trends in births, deaths and migration with the data being sourced from 2011 ABS Census data. Whilst the assumptions represent reflect the current outlook regarding these trends, it is quite possible they will not eventuate. Births and migration are influenced by a wide variety of social, economic and political factors, affected by year to year fluctuations and impossible foresee with any degree of precision (DPE 2016).

For example, these limitations are apparent in projections previously released by D in 2014 for the former Deniliquin LGA where there was a projected loss of 400 persons between 2011 and 2016. As set out in Section 6.2.1 there was instead a gain of over 300 persons during this period.

Table 7-1 DPE – Edward River population projections – Main series 2011 – 2036

	2011	2016	2021	2026	2031	2036	Total Change	Total % Change
Total population	8,900	8,650	8,400	8,100	7,800	7,450	-1,450	-16.1
Total households	3,850	3,800	3,750	3,650	3,550	3,400	-450	-11.2
Average household size	2.29	2.24	2.21	2.19	2.17	2.14	-0.15	-6.77
Implied dwellings	4,500	4,450	4,400	4,300	4,150	4,050	450	-10.5

Table 7-2 DPE – Projected change population and households 2011 – 2036

	2011-2016	2016-2021	2021-2026	2026-2031	2031-2036
Total population change	-250	-250	-300	-300	-350
Average annual population growth %	-2.81	-2.89	-3.5	-3.7	-4.2
Total household change	50	50	100	100	150
Average annual household growth %	-1.3	-1.3	-2.6	-2.7	-4.2

Table 7-3 DPE – Projected household types 2011 – 2036

	2011	2016	2021	2026	2031	2036
Couple only	1,100	1,150	1,150	1,150	1,100	1,050
Couple with children	950	900	850	800	750	700
Single parent	400	400	400	350	350	300
Other family h/h	50	50	50	50	0	0
Multiple family h/h	50	50	50	50	50	50
Total family h/h	2,500	2,500	2,400	2,350	2,250	2,150
Lone person	1,250	1,250	1,250	1,200	1,200	1,200
Group	100	100	100	100	100	100
Total non-family h/h	1,300	1,350	1,300	1,300	1,300	1,250
Total	3,850	3,800	3,750	3,650	3,550	3,400

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Table 7-4 DPE – Projected age groups 2011 – 2036

Age groups	2011	2016	2021	2026	2031	2036	Change (No.)	Change (%)
0-4	600	550	500	500	450	400	-200	-33.3
5-9	550	600	550	500	500	450	-100	-18.1
10-14	650	550	550	500	500	450	-200	-30.7
15-19	600	500	450	450	400	400	-200	-33.3
20-24	400	400	350	300	250	250	-150	-37.5
25-29	350	450	400	350	300	300	-50	-14.2
30-34	400	400	450	400	350	350	-50	-12.5
35-39	550	450	450	450	400	350	-200	-36.3
40-44	550	550	450	450	450	400	-150	-27.2
45-49	600	550	500	450	450	450	-150	-25
50-54	650	600	500	500	450	450	-200	-30.7
55-59	650	650	550	500	500	450	-200	-30.7
60-64	550	650	600	550	500	500	-50	-9
65-69	450	550	600	600	550	500	50	11.1
70-74	450	450	500	550	550	500	50	11.1
75-79	350	400	400	450	500	500	150	42.8
80-84	250	250	300	300	350	400	150	60
85+	250	300	300	350	400	450	200	80

Commentary on predictions

The projections show a 16% decline in population and an 11% decline in households for the Edward River LGA from 2011 to 2036.

The 2016 projections have been produced at a time of considerable population decline due to poor agricultural conditions, followed by the global financial crisis which has further effects on the agricultural sector. The projections have not considered the latest 2016 census data indicating that the rate of population decline within the Edward River Region has significantly slowed and growth has been evident in Deniliquin between 2011 and 2016. As set out in Section 6.1, the current population as established by the ABS (8,851) is significantly higher than projections for 2016 (8,650) or 2021 (8,400).

The predictions also do not take into account non-demographic factors such as the intent of past land use planning policy that might alter population distribution, infrastructure constraints on growth, potential census undercounts, and overall changes in economic confidence, all of which may influence population trends over time.

Therefore, whilst the DPE predictions are based on the best available data and must therefore be considered valid, the predictions do not take into account non-demographic factors such as an increase in lifestyle, investment and employment opportunities available within Deniliquin. For this reason these population projections have been considered, but not been adopted for the purposes of calculating large lot residential demand within this strategy.

7.2 Growth Drivers

In order to consider large lot residential demand, there are a number of unique growth opportunities occurring in Deniliquin that not captured by ABS or DPE projections. These opportunities provide additional evidence of future growth potential within Deniliquin, and assist in establishing future demand for development including large lot residential housing.

7.2.1 Surrounding Localities Growth Leakage

As demonstrated in section 2.1 the former Deniliquin LGA is a relatively small LGA comprised of a traditional central business district with surrounding urban development and with a relatively small proportion of agricultural and industrial land uses. The Murray and former Conargo LGA's surround Deniliquin. The rural areas and villages of Conargo as well as a significant proportion of the former Murray Shire have a significant influence on the demand for large lot residential land. For example many farmers from these regions may retire in Deniliquin on large lot residential land close to town and the river in order to get closer to health and other services that are required by an ageing population. This is reinforced by the lack of available large lot residential land in these LGA's. This has occurred historically and is likely to continue. This means that the surrounding populations will continue to influence and likely cause strong pressure for rural lifestyle living in Deniliquin.

7.2.2 Agricultural Conditions

Deniliquin is located within one of Australia's premium agricultural areas and benefits from a well connected export conduit to Melbourne and ports in NSW (DPE 2016).

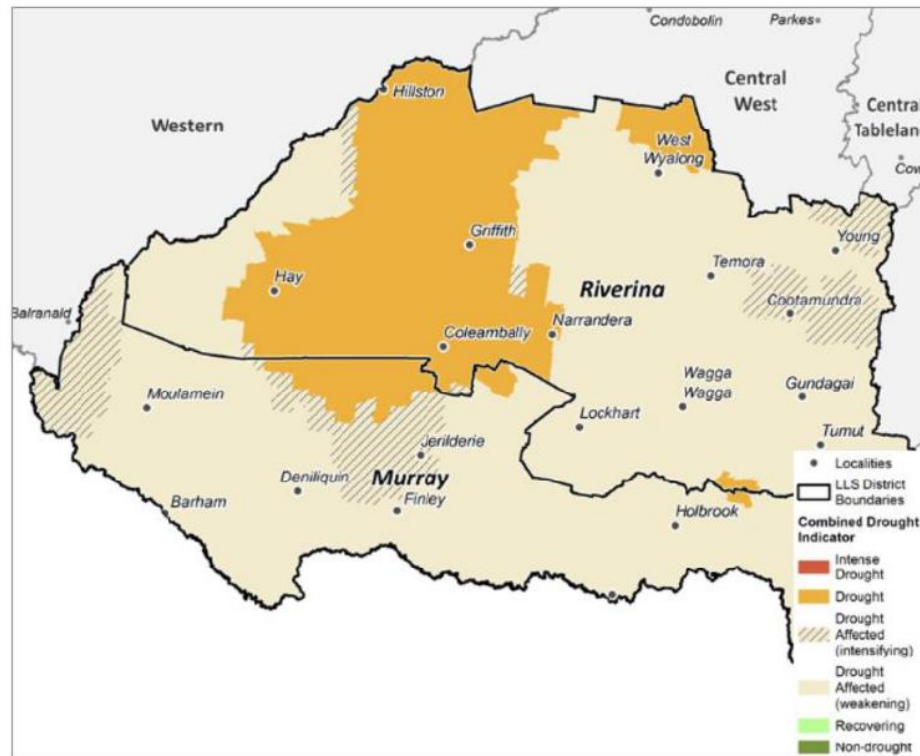
Through strategies within the *Murray Regional Plan 2036* a key goal of the NSW Government is the growth and diversification of the agricultural economy within the region. This includes supporting agricultural innovation, value-adding and the adoption of advanced technologies to maximise productivity.

Agriculture continues to be a strong sector within the Deniliquin economy and declines in some areas from 2006 to date are reflective of overall state wide trends in the gradual decline of agricultural production in many rural areas and in rural based employment arising from the recent extensive drought conditions across the State. The effect that the drought has had on many rural areas is well documented:

'The most recent drought has been one of the most severe on record, with large parts of southern and eastern Australia experiencing dry conditions since 1996. Moreover, "for the agriculturally important Murray-Darling Basin, October 2007 marked the sixth anniversary of lower than average rainfall totals, with the November 2001 to October 2007 period being its equal driest such six-year period on record" (Bureau of Meteorology [BOM], 2007, p. 1). Households adjust to adverse circumstances in drought-affected areas, with some members of households moving (temporarily or otherwise) towards areas with greater economic opportunity.' (Australian Institute of Family Studies, September 2011)

Figure 7-1 below that in July 2018 drought conditions around Deniliquin continued but were 'weakening'. This indicates agricultural conditions remain tight but are benefitting from intermittent rainfall.

Figure 7-1 NSW DPI Murray Riverina State Seasonal Update July 2018



Source: NSW Department of Primary Industries, July 2018

The report for Australian Institute of Family Studies in 2011, *Migration, labour demand, housing markets and the drought in regional Australia*, researched drought and the migration of population in rural areas. The paper supports the idea that the population affects are only short term and people will generally move back due to family orientation etc as conditions improve or become more favourable. This has been evident in the recent increase in employment growth within the agriculture, forestry and fishing sector, which improved by 17.8% between 2011 and 2016 as set out in Section 6.2.7.

Through actions identified within the *Riverina Murray Regional Plan 2036*, the NSW Government is also providing support to rural communities to increase resilience to altered rainfall patterns and environmental conditions.

The NSW Government's *NSW Drought Strategy (2015)* assists rural communities that are vulnerable to climate-related economic downturns by improving their business, reducing risks and building resilience to future droughts. The Strategy delivers a more transparent and targeted system of drought support and will assist in increasing community resilience to drought. In addition a NSW Emergency Drought Relief Package was announced in July 2018 providing farmers significant subsidies and waiver of fees, licences and charges, loans and household allowances.

Given recent upward trends in agricultural employment, government measures and small climatic improvements, the current agricultural conditions are not considered to be an impediment to future growth within Deniliquin.

7.2.3 Reopening of Deniliquin Abattoir

The reopening of the Deniliquin Abattoir will bring significant investment and growth potential to Deniliquin. The purchasers, Tasman Group, are an Australian meat packing and exporting company based in Victoria who have previously operated the Cobram abattoir and once owned a feedlot near Wakool. At full capacity, the abattoir is able to employ at least 80 people.

A working meatworks also has the ability to strengthen and diversify industry, and therefore the improve the local economy.

7.2.4 Proposed Future Ethanol Plant

An ethanol plant has recently been approved by DPE. The plant which will produce fuel and by-products from grain sourced within a 400 kilometre radius of Deniliquin, will have the capacity to produce 110,000 kilolitres of ethanol each year with most of it to be exported back to Korea. The ethanol plant is expected to create up to 350 jobs during construction and more than 50 full-time positions when it is operational.

7.2.5 Manufacturing Changes

Located south of Deniliquin town centre is the fourth largest rice mill in the world. It services the Denimein and Deniboota Irrigation Areas and is part of the vast Riverina Rice Growing Area where over 2 340 farmers produce over 750 000 tonnes of rice. Much of that crop is stored and milled at Deniliquin. However, in 2008 the rice temporarily closed and placed into 'care and maintenance' in 2008 following six years of drought. At the time local rice production had declined from an industry average of one million tonnes per year to a low of just 19,000 tonnes (SunRice Media Release, Nov 2010).

In 2011, SunRice announced it was reopening its mill creating close to 90 additional jobs including millers, packing line operators, electrical and mechanical maintainers and logistics personnel, as well as associated support roles spanning safety, quality and shift leaders. SunRice Chairman, Mr. Gerry Lawson said with a strong crop expected next year, the Board was delighted to recommission the company's Deniliquin base.

"To see this magnificent plant in operation again and employing local people is the outcome that we'd always hoped for when we made the difficult decision to close the mill. This is a wonderful outcome, not only for our industry, but for the people of Deniliquin and the Murray region. The strong crop coupled with the mill reopening will have a positive impact on the region as a whole and bring with it significant economic flow-on effects."

This is a well-founded indication of the likely future demand, thereby Council will need to ensure communities have the required infrastructure for the predicted population growth from this reopening of the plant.

7.2.6 Mineral Resources

Figure 7-2 shows the mineral occurrences, existing mineral tenements as well as title applications and current titles for Deniliquin and surrounds. Figure 7-3 shows the petroleum title applications in the region. There are a significant amount of exploration applications and occurrences within the region surrounding Deniliquin. If a significant mine goes ahead the population will likely increase depending on the size of the mine. This includes coal seam gas exploration as well.

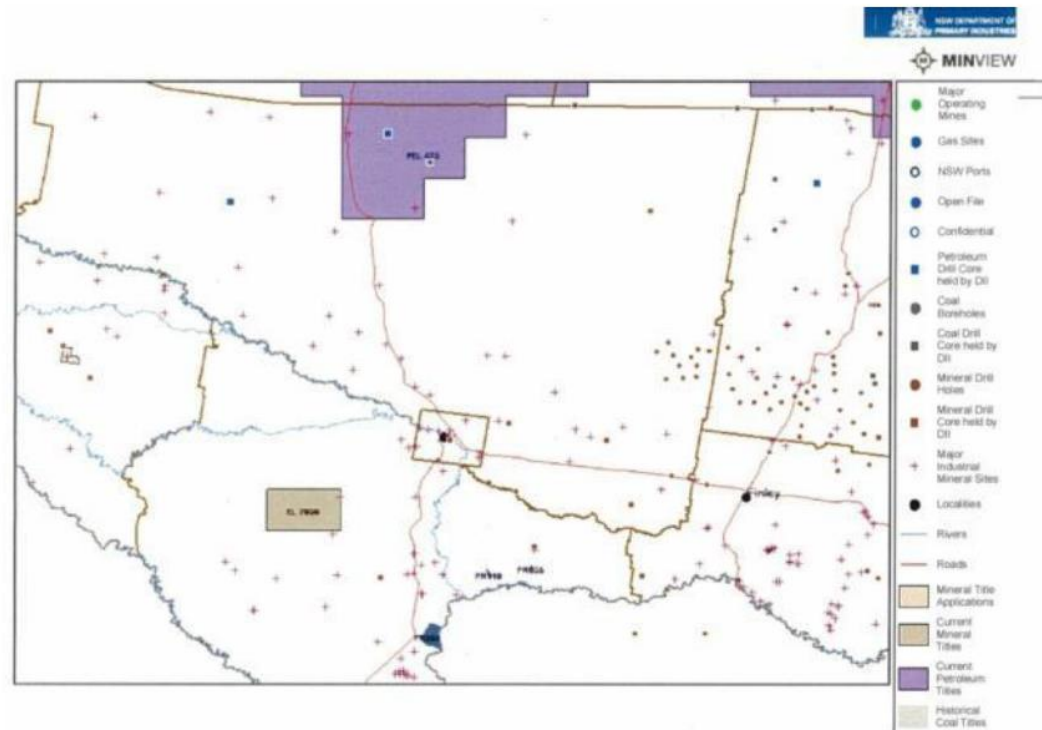
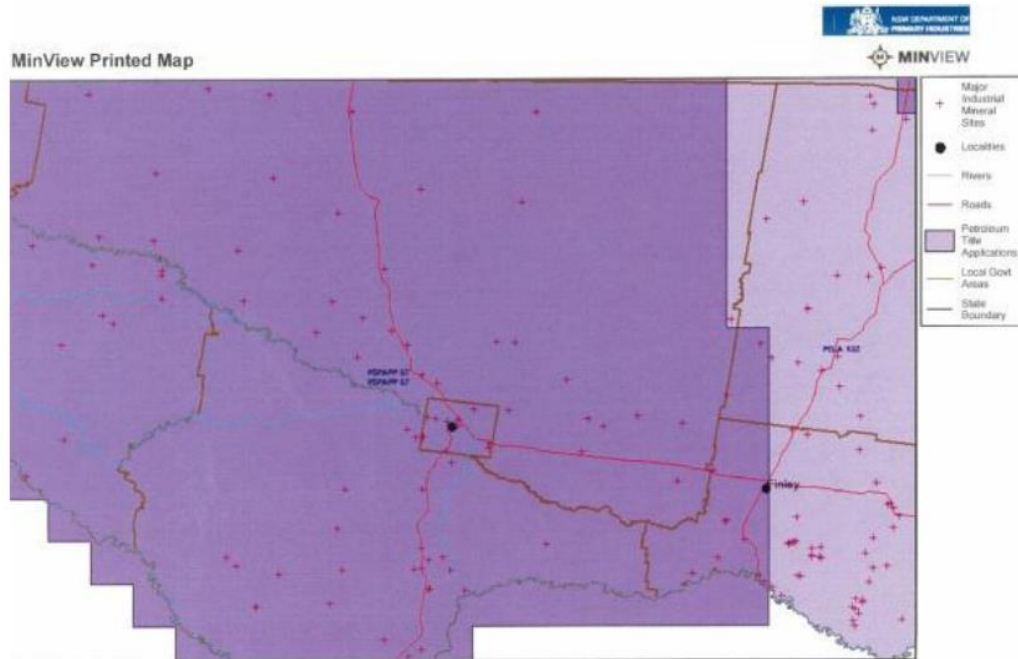


Figure 7-2 Sites, Titles and Mineral Application in Deniliquin and Surrounds



Note: Refer to figure 17 for full map key

Figure 7-3 Petroleum Applications

7.2.7 Deniliquin Airport Precinct

Through the Deniliquin Regional Airport Master Plan, Council is seeking to expand aviation and related uses within the Deniliquin Airport Precinct. The progressive realisation of the masterplan will provide for improved export and air passenger services for the region and positively support economic growth and development within Deniliquin and the broader Edward River LGA.

7.3 Recommended Strategy Population Forecasts

Accurate population projections for Deniliquin are difficult given a small population base and the long term effects of the recent drought. Population forecasting is also complicated by the external influences on economic activity and investment such as the GFC, rates of employment, agricultural commodities pricing, the value of the Australian dollar and water policy and pricing. Another issue in the longer term, is climate change and how it might affect future droughts and floods and the subsequent effects on the population of Deniliquin.

However, assumptions can be made on the characteristics of the future population and how they will change and evolve. Generally and in line with national trends, growth will be driven primarily by a small net gain in inward over outward migration, primarily from other regions surrounding Deniliquin, increased economic activity in the region and by increasing levels of natural growth. Inward migration reflects a balance of age groups with the majority of people in the middle age (45 – 64 years) and older age (65 plus years). The outward migration being primarily in the younger age groups.

As set out in Section 7.1, projections provided by the DPE are have been considered but not been adopted for the purpose of this strategy given considerable anomalies in reflecting past growth situations in Deniliquin and inconsistencies with the current population of the Edward River LGA. Furthermore, as set out in Section 7.2 there are considerable growth opportunities for Deniliquin and the surrounding region that will drive population growth through investment and economic diversification. Deniliquin will also remain a lifestyle orientated area and continue to attract new residents seeking a high level of amenity as well as community infrastructure and facilities.

A reasonable approach to broad scale forecast estimates would be to consider and apply historic growth trends to establish a forecast population to 2036. The previous 40 year Census period has established an average annual population increase of 0.26%. In forecasting growth to 2036 this figure will be adjusted to 0.36% which is considered a realistic yet aspirational growth rate for Deniliquin and appropriately accounts recent growth trends and future population leakage from surrounding Murray River and Conargo agricultural areas.

Additional Assumptions

- *Large Lot Residential Population:* It is assumed 30% of the population lives in large lot residential dwellings.
- *Agricultural conditions:* Agricultural conditions in Deniliquin, Murray and Conargo will continue to be favourable and supported by diversification, investment, technological advances eon this trend providing employment opportunities, in migration as well as the family multiplier effect.
- *Manufacturing:* The SunRice factory reopening is likely to sustain and contribute to the rise in population over this period. As stated in section 7.2.1, an additional 90 jobs will be reinstated in the factory which is located to the south of Deniliquin.
- *Occupancy rate:* An occupancy rate of 2.19 will be applied as forecast by DPE for 2036.

- *Base population:* Base 2016 population of 7,434 for Deniliquin consistent with ABS Census 2016
- *Future minimum lot sizes:* A 1 hectare minimum subdivision lot size for future large lot residential development will be applied to calculate future large lot residential dwelling demand.

Table 7-5 Population Projections – Former Deniliquin LGA

Year	Total Population	Large Lot Residential Population	Occupancy Rate - Large Lot Residential	Large Lot Residential Dwellings required
2016	7,434	2,230	2.19	1,018
2021	7,568	2,270	2.19	1,036
2026	7,706	2,311	2.19	1,055
2031	7,845	2,353	2.19	1,074
2036	7,988	2,396	2.19	1,094
Increase from 2016 to 2036	554	166	2.19	76

7.3.1 Forecast Summary

The forecast methodology projects that the population of Deniliquin will increase from 7,434 to 7,988 persons by 2036 which represents an increase of 554. Of this population 166 will reside in large lot residential dwellings. Applying the average occupancy rate of 2.19 persons per dwelling the number of additional large lot residential dwellings required to service the projected population would be **76**.

In light of these projections it is noted that Council has sufficient pipeline of zoned and undeveloped land within the existing R1 General Residential zone in Deniliquin (in excess of 100 hectares) to accommodate the remaining proportion of the population not seeking a large lot residential dwelling.



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8. Managing Development and Growth

An important role for this strategy is to provide for and manage growth and development and coordinate the provision of a land supply and infrastructure services that will match present and predictable future needs for large lot residential housing.

A supply and demand analysis does this as it aims to provide an understanding of development trends within Deniliquin over an established period.

The following analysis will:

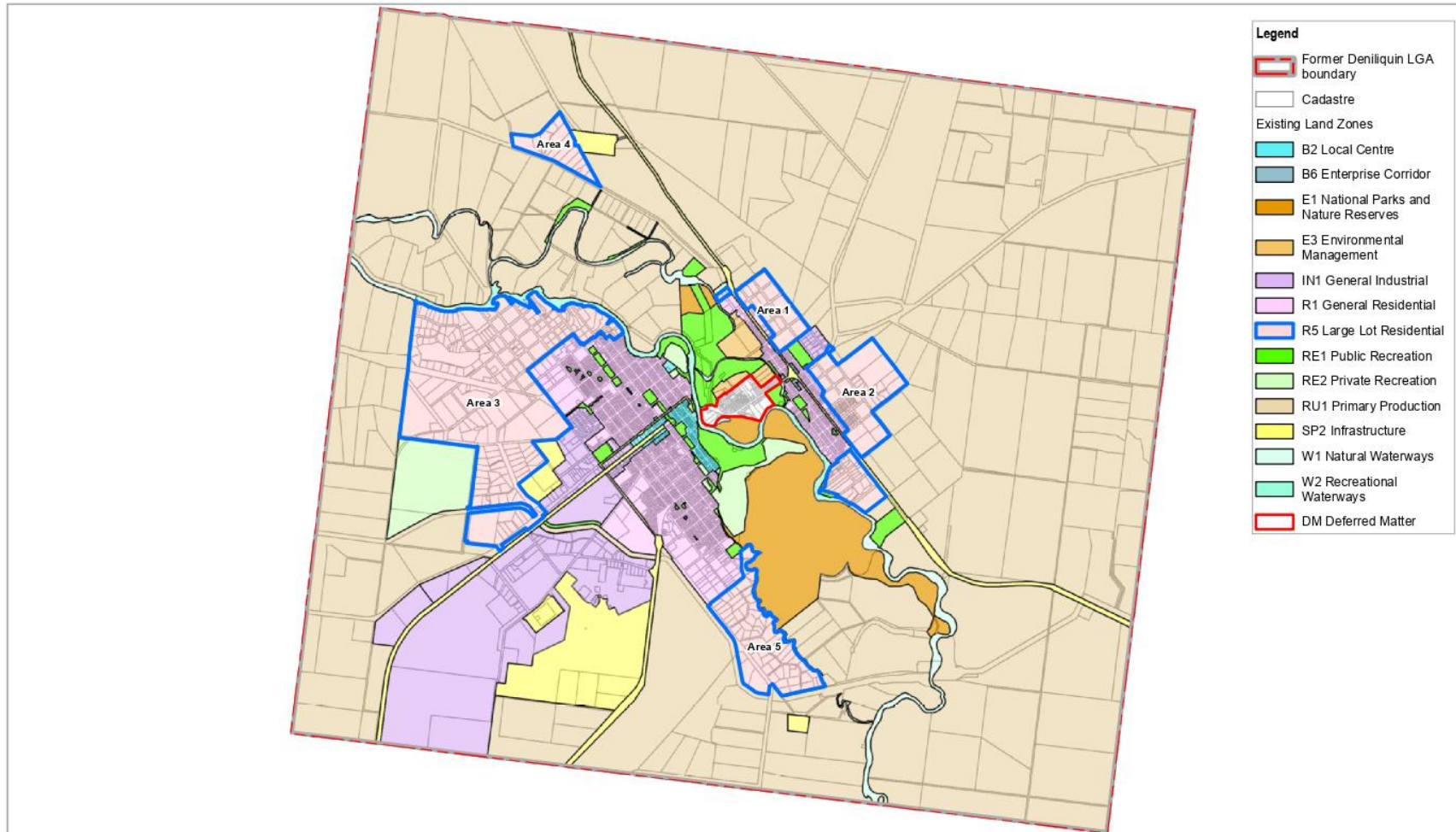
- Establish existing land supply by area.
- Provide quantified supply data.
- Determine future demand using development scenarios and established demand.

8.1 Existing Large Lot Residential Supply

To determine the current large lot residential land supply within Deniliquin, the first step is to assess the level of undeveloped land within existing zoned areas. This has been completed through reviewing aerial photographs and local knowledge and may be subject to some error. This process identified a number of locations where dwellings were present in large lot residential zoned areas, where the lot size indicated the potential for further subdivision. Local knowledge suggests that in many cases further subdivision is unlikely and these lots are not considered as having the potential to supply further land to the market. Therefore the following is intended as a guide to the supply situation.

Existing large lot residential areas currently zoned R5 Large Lot Residential under Deniliquin LEP 2013 are shown in Figure 8-1. There are currently five zoned large lot residential areas in Deniliquin under the Deniliquin LEP 2013 covering 947.3ha of developable land (not inclusive of zoned land over roads). The majority of the large lot residential land is located directly adjacent to residential areas and provides an appropriate buffer to agricultural lands.

Figure 8-2 illustrates the existing supply of large lot residential land within Edward River Council. This strategy is limited to consideration of supply and demand within Deniliquin to ensure large lot residential development is appropriately located within close proximity to existing development, services and infrastructure. It is noted that within the former Conargo LGA there is an existing supply of approximately 273 hectares of land within three separate areas being the small villages of Conargo, Pretty Pine and Mulumbah Road. The majority of this land is mostly developed and given the isolated village locations there is unlikely to be additional demand or development interest (LG Valuation Services 2015).



- Legend**
- Former Deniliquin LGA boundary
 - Cadastre
 - Existing Land Zones**
 - B2 Local Centre
 - B6 Enterprise Corridor
 - E1 National Parks and Nature Reserves
 - E3 Environmental Management
 - IN1 General Industrial
 - R1 General Residential
 - R5 Large Lot Residential
 - RE1 Public Recreation
 - RE2 Private Recreation
 - RU1 Primary Production
 - SP2 Infrastructure
 - W1 Natural Waterways
 - W2 Recreational Waterways
 - DM Deferred Matter

Paper Size ISO A4
 0 630 1,260 1,890 2,520
 Metres
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

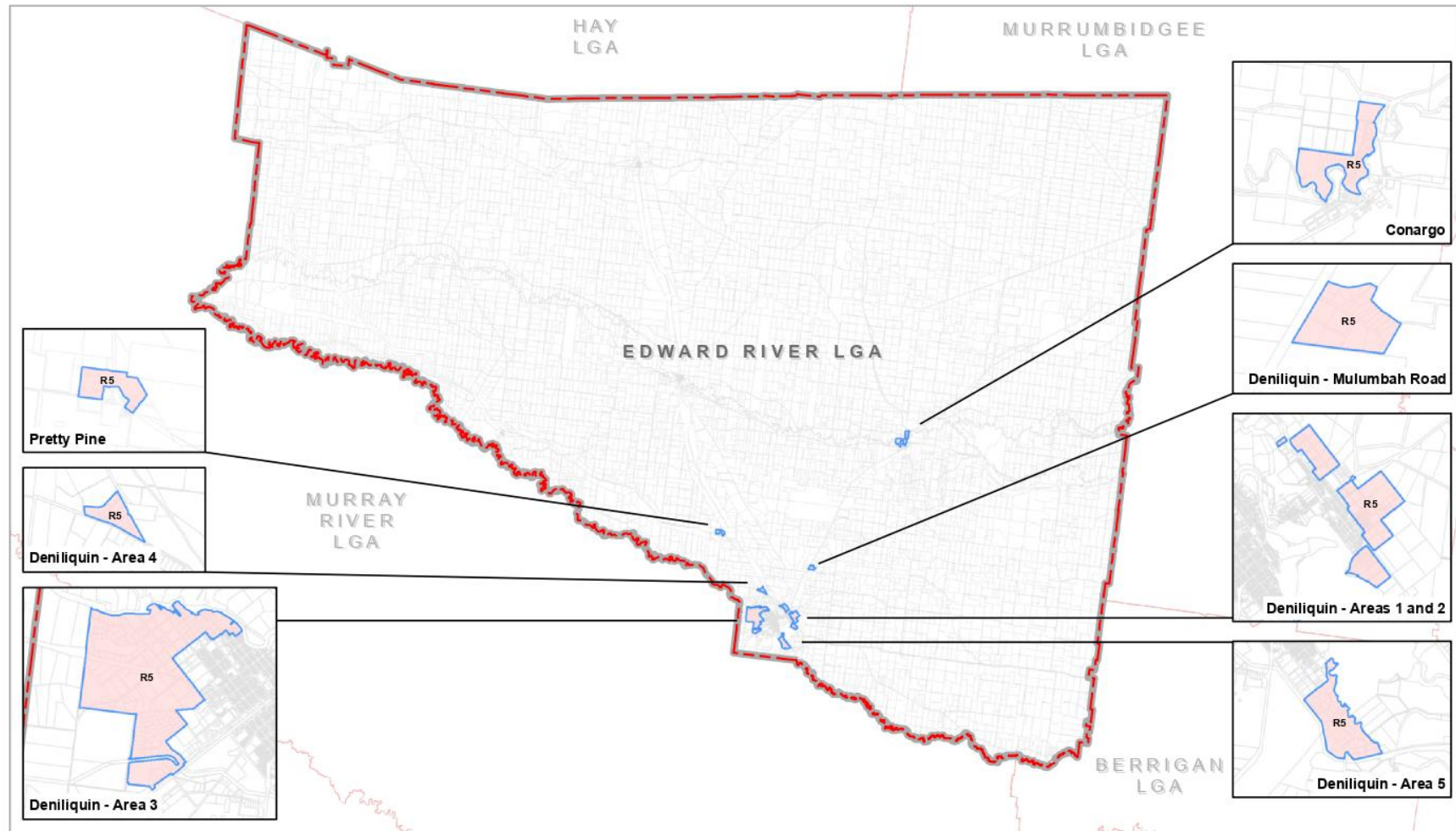
Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Existing Rural Residential Zoned Land

Figure 8-1

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Data source: LPI: DCDB\OT\08_2017; DPE: Land Zoning; 2016; ERC LGA boundary; 2015. Created by: Inadsky



- Legend**
- Edward River Shire
 - Surrounding LGA's
 - Cadastre
 - Existing Land Zones
 - R5 Large Lot Residential

Paper Size ISO A4
 0 5 10 15 20 25
 Kilometers
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

**Existing Large Lot Residential
 Zoned Land within
 Edward River Shire**

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Figure 8-2

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 Print date: 13 Nov 2018 - 15:49

Data source: LPI, DCD\OT\DB, 2017; DPE, Land Zoning, 2016; ERC LGA boundary, 2015. Created by: Inadsky, Inrotron

8.1.1 Area 1: Charles Street, North Deniliquin

Area 1 (Figure 8-3) is located to the north east of Deniliquin town centre and the Edward River and covers 48.4 ha. The area is surrounded to the north and northeast by rural land which is mostly cropping or covered in sparse vegetation. The northern boundary is Augustus Street which is adjacent to the Flanagan Channel. To the south east of the site area are industrial land, public open space and Browning Street. Bounding the area to the south west is residential zoned land and the Cobb Highway. In this location, the large lot residential zoned land acts as a buffer between urban zoned land zoned and land used for primary production.

Through consultation with Council it has been established that this area is not the most desirable land for large lot residential development due to the location being some distance to the town centre and lack of riverfront amenity. There is also anecdotal evidence that the area suffers from some amenity impacts given it is relatively windy.

Approximately 7 hectares of land is mapped with Council's LEP as containing terrestrial biodiversity and a further 18 hectares (approximately) may also be constrained by biodiversity, and has previously been identified by OEH as potentially containing threatened species habitat (Refer Figure 8-4). The lack of current demand and potential biodiversity constraints is reflected in the amount of undeveloped land for this area which is approximately **22.6 ha (46%)**.

For the land that has been developed for large lot residential, it is noted that the approximate lot size is 1.8 hectares. This indicates a market preference for larger lots in this area. On this basis the potential future yield from the undeveloped land would be approximately 12 lots, however it is noted this may be significantly reduced should the identified biodiversity matters constrain future subdivision outcomes. The lack of current demand and potential biodiversity constraints is reflected in the amount of undeveloped land for this area which is approximately **22.6 ha (46%)**.

Figure 8-3 Area 1: Charles Street, North Deniliquin

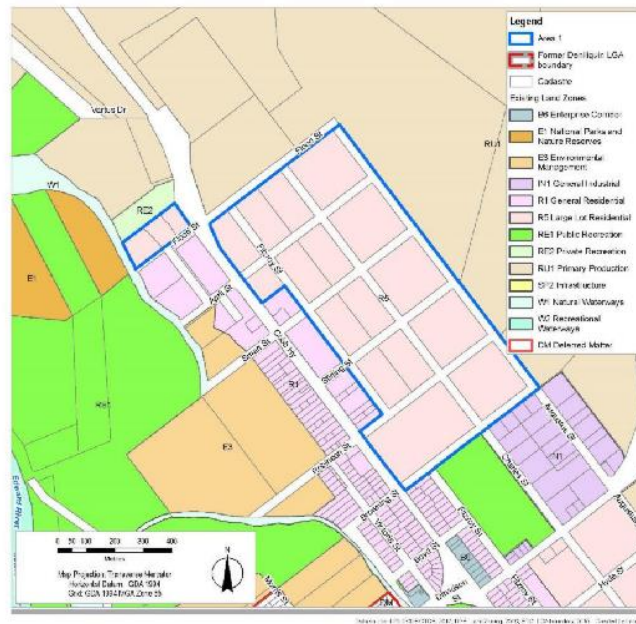


Figure 8-4 Area 1 Land with potential biodiversity



8.1.2 Area 2: Augustus Street, North Deniliquin

Area 2 Figure 8-5 is located to the east of Deniliquin town centre and the Edward River and covers 165.84 ha. The area is surrounded to the north, northeast and south by rural land which consists of mostly cropping or covered in sparse vegetation. Quarry Street bounded the area to the south. To the west of the area is residential zoned land, the Riverina Highway and Edward River. This land also includes approximately 10ha of land known as the Kyalite stables, (refer Figure 8-6) adjacent to the Riverina Highway. This land was recently rezoned from RU1 Primary Production to R5 Large Lot Residential. The site is expected to yield approximately 7 lots.

The most desirable location is along the river. The remainder of the area (primarily north east of the Riverina Highway) has been determined as not desirable land due to location; as it is not close to the town centre, away from the river and is known to be relatively windy. Furthermore, approximately 48 hectares within this area is either mapped as Terrestrial Biodiversity under the LEP or has been previously identified by OEH as potentially containing threatened habitat for threatened species as shown in Figure 8-7.

Given current lack of demand and potential ecological constraints approximately **37.5 ha (24%)** remains undeveloped for large residential purposes.

Figure 8-5 Area 2: Augustus Street, North Deniliquin

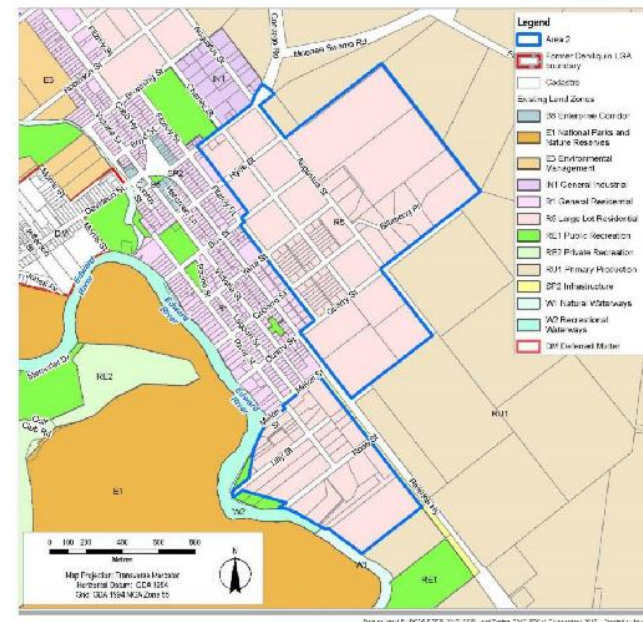


Figure 8-6 Kyalite Stables indicative development
 (Source: Deniliquin DCP 2016).



Note: In order to effectively develop the site and minimise additional road access from the Riverina Highway a through road connection from the Kyalite stables land to the site is recommended. This could be achieved by way of an appropriate DCP amendment.

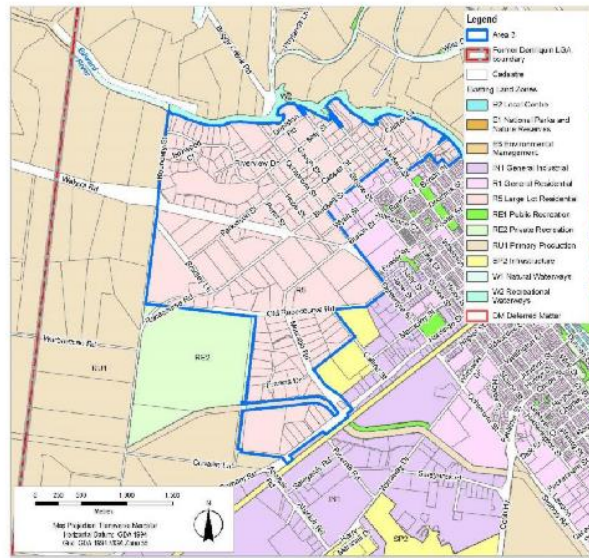
Figure 8-7 Area 2 Land with potential biodiversity constraints



8.1.3 Area 3: Wakool Road, Deniliquin

Area 3 (Figure 8-8) is located to the west and north west of the town centre of Deniliquin. Area 3 is a very large, large lot residential area covering 541.5 ha. The area is bounded to the north by Edward River, to the west by rural land and consists of mostly cropping and grazing land. To the south, the area is bounded by the racecourse and rural land. To the east the area is bounded by urban land such as industrial land uses, an STP, and more intensive residential land. Wakool Road dissects the area into two.

Figure 8-8 Area 3: Wakool Road, Deniliquin

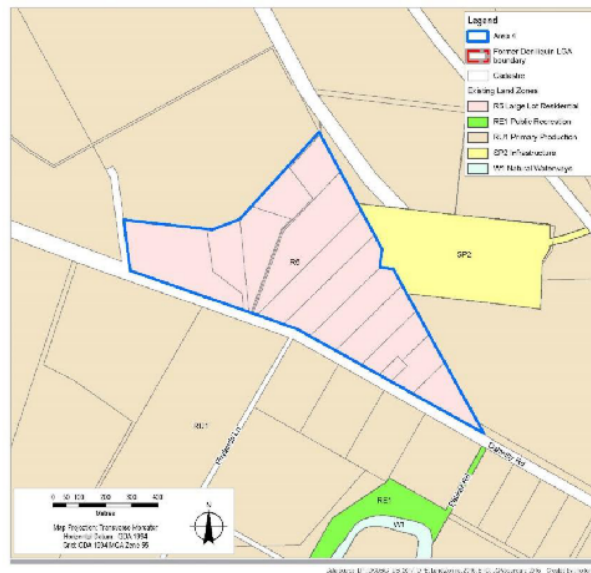


The majority of this area is occupied with dwellings predominantly around the river and the subdivisions close to Barham Road. Undeveloped land occurs mostly adjacent to the rural areas away from the town and river. There is currently 122.9 ha (22%) of land in this area that has the potential for further subdivision. Lot sizes have tended to be larger than the minimum lot size. It is noted that a 12 lot subdivision south of Wakool Road was approved in 2015, covering an area of approximately 65ha. Discounting this land from the current supply, approximately 57 hectares remains undeveloped.

8.1.4 Area 4: Dahwilly Road, Deniliquin

Area 4 (Figure 8-9) is located north of Edward River and the town centre. It consists of 13 lots with a total area of 52.4 ha. There is no undeveloped land. Area 4 is surrounded by rural lands and is approximately 1.5 – 2 km from the Edward River. The area also adjoins a land fill that is still in use.

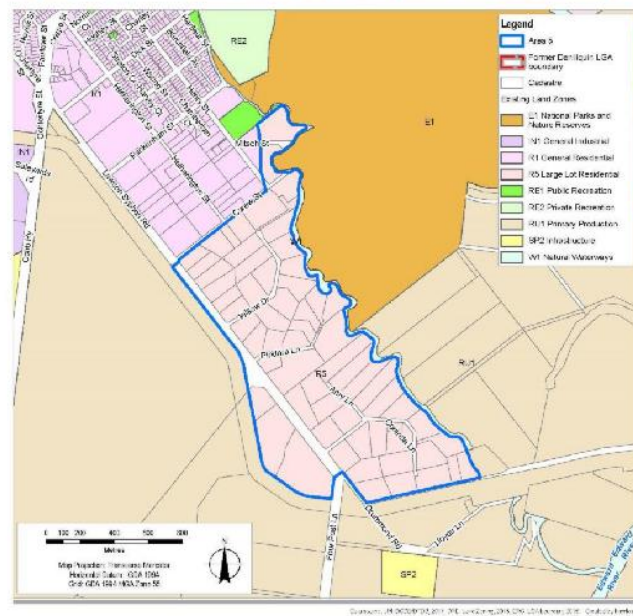
Figure 8-9 Area 4: Dahwilly Road, Deniliquin



8.1.5 Area 5: Lawson Syphon Road, Deniliquin

Area 5 is located to the south east of the town centre and covers an area of 139.2 ha. The area is bounded to the south west by Lawson Syphon Road and rural land. To the north east the area is bounded by Edward River and beyond this is a Regional Park. To the north west the area adjoins residential land uses. This area is highly sought after due to its tree cover, protection from prevailing winds and its proximity to town. No undeveloped land is available.

Figure 8-10 Area 5: Lawson Syphon Road, Deniliquin



8.2 Constraints to Existing Supply

The factors that may impact or constrain the supply of large lot residential land in Deniliquin include the following. This is demonstrated in the figure below.

- *Environmental Constraints:* Flora and fauna issues within or in proximity to large lot residential areas.
- *Land Ownership:* Availability of sites in private ownership will largely depend on economic decisions by landowners, not all of whom choose to either sell or develop their land.
- *Withholding Issues:* There are several types of withholding. In some instances, existing industry or rural uses are holding land for future expansion or buffering.
- *Best Use of Land:* A small amount of land uses occurring in large lot residential zones are not large lot residential uses because they currently have an alternative more attractive use.
- *Unsuitable Location:* The site may not be in high demand as it is located a significant distance away from the town, or away from significant environmental attributes such as the Edward River.
- *Low Market Appeal:* Rural residential zoned land which has low market appeal due to issues such as topography, poor access, prevailing winds and proximity to land use interface conflicts.
- *Development Costs:* Topography and site limitations such as providing major utilities, services and adequate transport infrastructure may significantly impact on the feasibility of developing some land.
- *Zoning:* Not enough zoned large lot residential land on the market to meet the demand.



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8.2.1 Analysis of Land Available for Development

Some areas in Deniliquin, which have been zoned in the past for large residential development, have not seen their full development potential. There are a number of reasons for this including the desire of landowners to have larger lot sizes to run hobby farms, the land not meeting the expectations of prospective purchasers or the land being constrained by flooding or biodiversity. Each zoned area has been examined below.

Area 1 - Charles Street, North Deniliquin and Area 2 - Augustus Street, North Deniliquin:

Area 1 currently has 22.6 ha of undeveloped land whilst Area 2 has 37.5 ha of undeveloped land (inclusive of the recently rezoned Kyalite stables site). There is limited immediate demand within this area for lots not adjoining the river for the following reasons:

- *Unsuitable location* – perceived to be a significant distance from town centre (across the other side of the river).
- *Low market appeal* – the majority of these lots are not located near the water, generally water front lots in Deniliquin are the only large lot residential lots that have a significant amount of market appeal. This area has limited vegetation, is aesthetically in poor condition and many sites are significantly exposed to wind. The land is not considered suitable for residential purposes and is unlikely to support sustainable primary production.
- *Biodiversity*: There may be constraints to development for land identified as containing potential biodiversity constraints (mapped as terrestrial biodiversity pursuant to the LEP or may be potential habitat for threatened species). Whilst this does not necessarily discount development opportunity it creates additional requirements and costs for obtaining approvals, which may deter landowners or future developer purchases.

The land is located at the interface of the RU1 and R5 zones and the majority is mapped as containing Terrestrial Biodiversity pursuant to Deniliquin LEP 2013 and thus limits the development potential of the land. Given the land is not considered suitable for residential purposes and is unlikely to support sustainable primary production, the R5 zone is considered to be an appropriate zone, albeit with limited development potential.

Area 3 - Wakool Road, Deniliquin

The majority of this area is developed. However there is potentially up to 57 additional lots available in this area (without development approval for large lot residential development). The land occurs mostly adjacent to farming areas away from the town and river. There is limited immediate demand for this area for the following reasons:

- *Best use of land:* Much of the land in this location has been developed for large lot residential development. Land along Conallin Lane (approximately 24 hectares) is currently used for primary production as part of a larger landholding. There is also a desire of landowners in this location to have larger lot sizes to run hobby farms and run a horse or cattle.
- *Low market appeal* – Wakool Road, Old Racecourse Road and Bradley Lane all have some development potential but are less appealing to large lot residential buyers due to the distance away from the river, lack of vegetation, the lack of views and proximity to more traditional agricultural land and as such there is limited market interest to develop these lots.
- *Withholding Issues* - in this area there is evidence of withholding issues from the current owners.

Along the north west section of this area are six undeveloped lots, five of which all have a lot size of 1 ha and one with a lot size of 4 ha. These lots are located in an area which is in high demand – close to the river and close to town. Given the limited potential for additional lots within this area, it is difficult to identify additional potential development in this location.

8.3 Supply Analysis

Table 8-1 identifies the five existing areas zoned for large lot residential purposes under Deniliquin LEP 2013 covering a total of 947.3 ha. Whilst it is recognised that some development potential may exist within the existing zoned land, this potential is negligible when developing a 15- 20 year strategy.

There is 20 ha of undeveloped land that is in a location in high demand within Area 2 (Kyalite stables site) and Area 3 (Wakool Road north) which have capacity for an additional 17 dwellings, subject to consideration of environmental constraints including flooding. Remaining undeveloped land in Area 1 (22 ha) has limited immediate appeal and should it be subdivided is likely to be for lots with a minimum of 2 hectares or greater given market preference in this area, and more importantly potential biodiversity constraints. For these reasons, an estimated yield of 6 - 8 lots is considered appropriate. Given this land forms a buffer to urban zoned land it is not recommended for rezoning to a rural zone at this time. On this basis, it is estimated that the yield from the current immediate supply of undeveloped large lot residential land in Deniliquin is approximately **25 lots**.

Table 8-1 Current Deniliquin Large Lot Residential Supply

Area	Address	Locality	Total Zoned Large Lot Residential Land	Developed Land	Undeveloped Land
			ha	ha	ha
1	Charles Street	North Deniliquin	48.4	25.8	22.6
2	Augustus Street	North Deniliquin	165.8	128.3	37.5
3	Wakool Road	Deniliquin	541.5	484.5	57
4	Dahwilly Road	Deniliquin	52.4	52.4	0
5	Lawson Syphon Road	Deniliquin	139.2	139.2	0
Total Large Lot Residential Land			947.3	830.2	117.1

8.4 Demand Analysis

Population growth is the principal driver of large lot residential demand. However, demand can also be driven by housing market factors such as price and lifestyle preference.

To project demand for large lot residential land up to 2036, several methods can be used including:

- Dwellings approvals
- Lot Approvals
- Land Demand per Capita

These methods are examined in detail below. However, there is also evidence from past sales and discussion with Council officers that potential purchasers of large lot residential allotments are greatly influenced by location, and that generally speaking, demand is area specific. For example, demand for lots directly along the Edward River is high and lots that are isolated generally stay undeveloped. The location of supply has implications regarding the ability to satisfy the demand for large lot residential land.

8.4.1 Dwelling Approvals Method

One approach to defining the demand for large lot residential land and associated dwellings is to assess past approvals over a period of say five or ten years and project this demand forward over a given time frame to give an estimate of future demand. This methodology is based on one for residential development outlined in the State Government's publication, Urban Settlement Strategies – Guidelines for the North Coast (DUAP, 2000).

It is known that the average number of large lot residential dwellings approved by Council over the last 16 years (2001 to 2017) is 3.05 dwelling houses per year (refer to Table 6-7). Projecting this as a constant demand until the year 2036 (17 years) an additional **52** large lot residential dwellings would be required. No allowance has been made for rural dual occupancy, as demand is likely to be negligible.

Deniliquin LEP 2013 prescribes a minimum lot size for large lot residential development of 5000 m² for lots with offsite disposal of sewage and 1 ha for sites with on-site disposal of sewage in the R5 Large Lot Residential zone. For the purpose of this strategy, a 1 ha minimum lot size will be utilised as it is likely the majority of the new sites will not have access to reticulated sewer. Generally to accommodate roads and environmental constraints, an additional 30% of land area is also needed. Based on these densities the area of land required for large lot residential development would be about **68 ha**.

8.4.2 Lot Approvals Method

Another approach to defining the demand for large lot residential land (and therefore large lot residential dwellings) is to assess the past demand for large lot residential land over a period of say ten years and project this demand forward over a given time frame to give an estimate of future demand. This methodology is based on one for residential development outlined in the State Government's publication, Urban Settlement Strategies – Guidelines for the North Coast (DUAP, 2000).

Through previous development applications (from 2001 to 2017) it is known that the production of large lot residential land (number of additional lots approved in the R5 Large Lot Residential Zone only) in Deniliquin is 4.5 lots per year.

Projecting this as a constant demand until the year 2036 (17 years) then Council will need to release **77** large lot residential lots in order to satisfy the current level of demand from the market. Deniliquin LEP 2013 prescribes a minimum lot size for large lot residential development of 1 ha for sites with on-site disposal of sewage in the R5 Large Lot Residential zone. Generally to accommodate roads and account for environmental constraints, an additional 30% of land area is needed. On this basis, this provides a guide to the likely density of large lot residential dwellings in the future. Based on these densities the area of land required would be about **100ha**.

8.4.3 Land Per Capita Methodology

The per capita methodology makes only a few assumptions

- Population projections adopted in section 7.3.
- Assumes that a constant rate of household size to 2036.
- Each household requires a separate lot.

The forecast methodology projects that the population of Deniliquin will increase from 7,434 to 7,988 persons by 2036 which represents an increase of 554 persons. Of this population 166 (or 30% of the population) will reside in large lot residential dwellings. Applying the average projected occupancy rate of 2.19 persons per dwelling, the number of additional large lot residential dwellings required to service the projected population would be about **76**.

Deniliquin LEP 2013 prescribes a minimum lot size for large lot residential development of 1 ha for sites with no offsite disposal of sewage in the R5 Large Lot Residential zone. This provides a guide to the likely density of large lot residential dwellings in the future. Generally to accommodate roads and services an additional 30% of land area is also needed. Based on these densities and assumptions, the area of land required would be about **99 hectares**.

Table 8-2 Summary of Large Lot Residential Demand Options

Demand Method	Dwellings or Lots Required Per Year (No.)	Dwelling or Lots Required to 2036 (No.)	Large Lot Residential Land Required at one dwelling per 1 ha Density (ha)
Dwelling Approvals	3.05	52	68
Lot Approvals	4.5	77	100
Per Capita	4.2	76	99

8.4.4 A Preferred Approach to Estimating Demand

Table 8-2 summarises the range of demand methodologies options considered within this strategy ranging from 68 - 100 hectares of land to achieve between 52 and 77 large lot residential dwellings/ lots to 2036. These options indicate that Deniliquin should have between 68 ha and 100 ha of large lot residential land to satisfy the potential demand for large lot residential development between now and 2036.

This equates to an average of 65 dwellings or 4 per year. On this basis, in order to establish a balanced approach to demand, **85** hectares of unconstrained land would be required to meet the projected demand.

8.5 Balancing Supply and Demand

In preparing a strategy to look at large lot residential areas over a long period of time there is normally a need to look at a range of time periods (short, medium and long) in order to assess how supply will diminish over time based on demand assumptions.

A typical time frame might be:

- 0-10 years (short term)
- 10-20 years (medium term)
- 20 years plus (long term)

A large lot residential balance sheet allows Council to estimate how the supply of large lot residential land will be used up over time and this allows Council the opportunity to take action at the appropriate time to assure long term supply of land to the market. As stated previously there is currently 947.3 ha of large lot residential land of which 117.1 ha has been identified as being undeveloped. Given market and lot size preference and potential land based constraints, a yield of approximately 25 lots is expected.

A large lot residential balance sheet for Deniliquin allows Council to estimate how this supply will be used up over time on the basis of the three demand options and preferred approach, and how many more lots will need to be zoned over the next 17 years to meet projected demand.

8.5.1 Dwelling Approvals

Based on the dwelling approvals demand analysis, 3.05 dwellings is the assumed annual demand over the life of the strategy.

Table 8-3 Dwelling Approvals - Large Lot Residential Balance Sheet

Time Frame	Large Lot Residential land stock at start of period (lots)	Estimate of Demand over period (lots)	Large Lot Residential land stock at end of period (lots)	Estimate of years of supply remaining at end of period
2019-2021	25	9.15	15.85	4.5 years
2021-2026	15.85	15.25	0.60	< 1 year
2026-2031	0.60	15.25	-14.65	0
2031-2036	-14.65	15.25	-29.90	0

The large lot residential balance sheet utilising the lot approvals demand analysis indicates that Council will run out of sufficient supply after 2021. By 2036 this analysis estimates that Deniliquin will be in deficit of **30 lots**.

8.5.2 Lot Approvals

Based on the lot approvals demand analysis, 4.5 lots is the assumed annual demand over the life of the strategy.

Table 8-4 Lot Approvals - Large Lot Residential Balance Sheet

Time Frame	Large Lot Residential land stock at start of period (lots)	Estimate of Demand over period (lots)	Large Lot Residential land stock at end of period (lots)	Estimate of years of supply remaining at end of period
2019-2021	25	13.5	11.5	<3 years
2021-2026	11.5	22.5	-11	0
2026-2031	-11	22.5	-33.5	0
2031-2036	-33.5	22.5	-56	0

The large lot residential balance sheet utilising the lot approvals demand analysis indicates that Council will run out of sufficient supply after 2022. By 2036 this analysis estimates that Deniliquin will be in deficit of **56 lots**.

8.5.3 Per Capita

Based on the per capita demand analysis 4.2 lots is the assumed annual demand over the life of the strategy.

Table 8-5 Per Capita Large Lot Residential Balance Sheet

Time Frame	Large Lot Residential land stock at start of period (lots)	Estimate of Demand over period (lots)	Large Lot Residential land stock at end of period (lots)	Estimate of years of supply remaining at end of period
2019-2021	25	12.6	12.4	<3 years
2021-2026	12.4	21	-8.6	0
2026-2031	-8.6	21	-29.6	0
2031-2036	-29.6	21	-50.6	0

The large lot residential balance sheet utilising the per capita demand analysis indicates that Council will run out of sufficient supply after 2021. By 2036 this analysis estimates that Deniliquin will be in a deficit of **51 lots**.

Table 8-6 Preferred approach Large Lot Residential Balance Sheet

Based on the preferred approach of an annual demand of 4 lots per year over the life of the strategy.

Time Frame	Large Lot Residential land stock at start of period (lots)	Estimate of Demand over period (lots)	Large Lot Residential land stock at end of period (lots)	Estimate of years of supply remaining at end of period
2019-2021	25	12	13	<4 years
2021-2026	13	20	-7	0
2026-2031	-7	20	-27	0
2031-2036	-27	20	-47	0

The large lot residential balance sheet utilising preferred approach indicates that Council will run out of sufficient supply after 2021. By 2036 this analysis estimates that Deniliquin will be in a deficit of **47 lots**.

8.6 Supply Deficiency and Strategy Implications

This strategy forecasts relatively low but steady population growth across the former Deniliquin LGA in all three population scenarios although there has been peaks in land subdivision and dwelling housing construction which doesn't clearly correlate with population growth. It is therefore clear that population growth is not the only driver of demand for new dwellings. In some locations within the former Deniliquin LGA, demand is also driven by the construction of second homes or holiday homes particularly by residents of adjoining LGA's. Across the region another key driver of demand for new dwellings is demographic change. As an ageing population, the region shows strong evidence of decreasing household size that may not yet be apparent in the census data. Other demographic changes may also be evident, such as the breakdown of traditional family structures.

Projecting the potential dwelling forecasts against the supply of residential land is therefore difficult and three potential scenarios proposed within this strategy are relevant based upon different population growth scenarios, projected demographic change and projection of building trends. The preferred approach considers each scenario and has been formed on the basis of an average of the three scenarios which is considered a balanced and realistic approach to projecting large lot residential dwelling demand.

Based on assumptions around the existing land supply and future lot sizes, Deniliquin does not have sufficient appropriately located large lot residential land to last the life of this strategy. The balance sheets indicate that by 2036 there will be a deficit of between 30 and 61 lots. The preferred approach indicates a supply deficit of **47 lots**.

Council should have a goal of maintaining a 'rolling supply' of approximately 25 years supply of land to ensure there is no restriction on supply to meet population demand as well as market demand for second or holiday homes. New large lot residential areas in desirable locations should be considered and it is recommended that green field sites be in more than one location that can support a variety of lot

sizes will stimulate development and the delivery of large lot residential sites to the market. Underlying all of the above scenarios is the assumption that Council will need to proceed soon as the supply is likely to run out in the short term.



9. Constraints Analysis

9.1 Objectives of a Constraints Analysis

A development constraints analysis provides a general picture of the suitability of land for large lot residential development at a broad scale. The resulting mapped and numeric data can be used to guide land use planning and decision-making.

9.2 Methodology

The methodology aims to identify and evaluate a range of constraints, which will impact upon the ability of the former Deniliquin LGA to accommodate further large lot residential development. The identification of a sound methodology will also enable the community and landowners to better understand the process of planning, site selection and development. Ultimately, the application of a sound methodology will help the development industry to invest in and develop appropriate sites within Deniliquin that best serve the needs of the local community and economy.

The methodology for determining appropriate land use focuses on those features of Deniliquin's landscape that pose limitations to development. These constraints will strongly influence the preparation of a 'land constraints map'. Natural features primarily define the environmental limitations. The land constraints map is a composite map containing a number of overlays. These overlays include existing land uses, environmental protection areas, bushfire hazard areas, flood prone land, steep land and prime agricultural land. The integration of the overlays enables the user to recognise areas of varying suitability for different land uses.

Some of the constraints listed below are a prohibition to future development. Other constraints merely require further investigation or mitigation measures that may influence the location, type and density of development. Some constraints such as economic and social limitations don't always lend themselves to being mapped in the same way as natural features. However, once Council has determined areas of low environmental limitations at a broad scale, this information can subsequently be used by investors to target areas for further investigation as part of their risk assessment and decision making process. Rural residential lands have a range of economic and social requirements which include the location of the site, its size, price, commercial attractiveness, accessibility and the availability of infrastructure and services.

In determining land suitable for large lot residential development the following table ranks the constraints which may limit further development. This identifies which constraints are limiting and highlights the constraints that may be overcome through mitigation measures and management.

The constraints ranking system includes the following:

Rank	Key	Explanation
1.	Most suitable	Most suitable for development (relatively unconstrained).
2.	Marginally suitable	Suitable for development with some controls only minor constraints present.
3.	Moderately Constrained	Moderately constrained area may be only slightly suitable for development – may require further investigation and / or specific engineering solution or exclusion of certain areas.
4.	Highly Constrained	Limited or no development – will require further assessment.
5.	Highly Unsuitable	Not suitable for development.

9.2.1 Multi-Criteria Analysis

Multi-Criteria Analysis requires consideration of the relative importance of each criterion compared to other criteria. A paired comparison method was selected for weighting of criteria. This approach required each criterion to be compared to each of the other criteria to determine which of the two (paired) criteria is considered more important, and by how much. By considering the number of times any particular criteria is rated as more important than any other, and the levels of importance, the criteria can then be ranked as a set in terms of importance. For this project, only environmental criteria were compared to each other. Weightings were normalised so that they are between 1 and 100 for each criteria.

9.2.2 GIS Analysis

Once evaluation criteria and weightings were undertaken, a GIS modelling and analysis technique was used to overlay geographic data for each of the evaluation criteria.

The steps involved in the GIS analysis to identify areas that are overall more or less suitable for the large lot residential development are described below:

- Datasets were sourced from the former Deniliquin Council and were imported into an ESRI geodatabase.
- The data applied for each evaluation criterion were compiled and analysed according to the performance ratings on a series of grids across the study area. In general, the grids were in the order of 5 m x 5 m cells, however in some cases the grid size was varied to ensure the data will be properly represented.

- The weightings were applied to each criterion and the overall score for each evaluation criterion in each grid calculated. The GIS model then compiled scores across all the evaluation criteria for each grid and identified areas that are more or less suitable for large lot residential development. The weighted overlays were added together and multiplied by a specified weighting. As a result, an overall sensitivity map was produced. The lower the score, the more attractive the site for development.
- The Multi-Criteria Analysis was performed using ESRI's ArcGIS.

9.2.3 Limitations

While the constraints analysis technique is a powerful tool for screening broad study areas, it must be noted that there are a number of limitations including:

- Inability to represent all of the critical aspects that determine suitability for development in a geographic format.
- Accuracy and currency of some data.
- Absence of data for some locations (e.g. Threatened Species data not available).

Each of the following constraints have been mapped and are illustrated in Appendix B.



Edward River (image source: Visit Deni)

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Table 9-1 Constraints

Constraint	Reason for Unsuitability	Ranking
Settlement		
Existing or Proposed Residential and Urban Areas	Land that is zoned or proposed to be zoned for residential or urban purposes. This land is serviced (or capable of being serviced) and is required for development at higher densities than large lot residential.	5
Environment		
Riparian Areas and Buffer	The sustainability and maintenance of minor waterways (rivers, creeks and drainage lines) within the Deniliquin is paramount in ensuring the ongoing environmental functioning of the estuary and in protecting water quality. Riparian controls are needed to provide channel stability to creeks, drainage lines and waterways essential in maintaining the basic health of the catchment. Riparian habitat in Deniliquin is important to the maintenance of fish populations and communities (including aquatic invertebrate) and has the highest priority for being conserved and protected from potential adverse impacts associated with development. As a buffer from development is encouraged in the Murray REP, this strategy has adopted this buffer.	5
State Forests	Land that is located adjacent to or within 400 m of an existing forestry operation or land owned by Forests NSW. It would not be in the public interest to jeopardize the current or future operation of the local forest industry by creating land use conflicts with rural residents.	5
E1 National Parks	National Parks (Zone E1) areas are not available for development regardless of physical characteristics.	5
E3 Environmental Management zones	The Deniliquin LEP 2013 includes E3 Environmental Management Zone. The objectives of the E3 Environmental Management Zone are to: <ul style="list-style-type: none"> To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values. To provide for a limited range of development that does not have an adverse effect on those values. Even though within this zone development such as dwellings and neighbourhood shops are permissible, new large lot residential development is unlikely to be appropriate.	4
Flood	Deniliquin has experienced irregular flooding over the past 150 years, resulting from high flows in the Edwards River. Major floods occurred in 1870, 1917, 1956 and 1975, inundating large sections of the town and the surrounding area. A levee system has been built in stages in the past 50 years to protect the town from flooding, the most recent stage of which was completed in 2012. Land within the floodway is the most constrained, however flood liable land presents a general constraint to development as it has implications with regard to the provision and cost implications applying to hydraulic infrastructure, roads and services installed within floodplains.	4

Constraint	Reason for Unsuitability	Ranking
Biodiversity	<p>Land that is located within an area of high biodiversity conservation value or an area identified by the state government as an environmentally sensitive area, unless there are extenuating circumstances to justify its development. NSW Office of Environment and Heritage (OEH) have mapped areas of high biodiversity value in western New South Wales. High biodiversity value for this study is area is predicted high conservation value for fauna and flora, and includes large areas of vegetated lands and important vegetation remnants.</p> <p>While the high biodiversity consists mainly of vegetation types of high regional status it is known to be inaccurate at site level. This unreliability means it cannot be given a high ranking.</p>	2
Bushfire	<p>Land that is affected by high bushfire hazard and cannot meet the requirements of 'Planning for Bushfire Protection'. The Rural Fires Act 1997 requires the identification of bushfire-prone land areas based on bushfire hazard mapping and the provision of Asset Protection Zones (APZ's) (NSW Rural Fire Service 2006).</p> <p>Council currently has a Bushfire Plan which has been used for this process as they are the most accurate maps. Council categorises bushfire prone land into Vegetation Category 1 and buffer. Vegetation Category 1 is bushfire prone land is that land within (or within 100 m) of a high bushfire hazard area.</p> <p>Bushfire hazard can be a major development constraint given the likelihood for extreme fire events periodically. The slope of the land, aspect and the vegetation types present, determines the level of bushfire hazard. Opportunities exist to manage the interface between new development and surrounding vegetation, including perimeter roads, fuel reduction and building design. More detailed site based assessment of bushfire hazard needs to be undertaken in conjunction with future development to ensure that development is located and designed having regard to the degree of bushfire hazard. Where adequate fire protection measures cannot be established, development should be prohibited.</p> <p>For this reason Vegetation Category 1 will be ranked as 3 and the buffer will be ranked as 2.</p>	Vegetation Category one- 3 Buffer- 2
Infrastructure Constraints		
Extractive industries and Buffer	<p>Land that is located adjacent to or within 1 km of an existing extractive industry operation. There are currently three small quarries in Deniliquin according to land use data and air photos.</p> <p>It would not be in the public interest to jeopardise the current or future operation of local extractive industries that supply important resources to support local infrastructure projects. Deniliquin has extractive industry sites that should be protected from encroachment by incompatible urban land uses until the resource has been exhausted.</p> <p>Extractive industries should be protected from encroachment by incompatible land uses until the resource has been exhausted as identified in a Section 117 Direction a suitable buffer for each site and these should be regarded as unsuitable for urban development. A buffer area around the extractive industry identifies an area which will be affected by quarrying activities such as noise, dust and visual intrusion. It can also prevent the sterilisation of a future resource from the pressures of land use conflicts.</p>	5

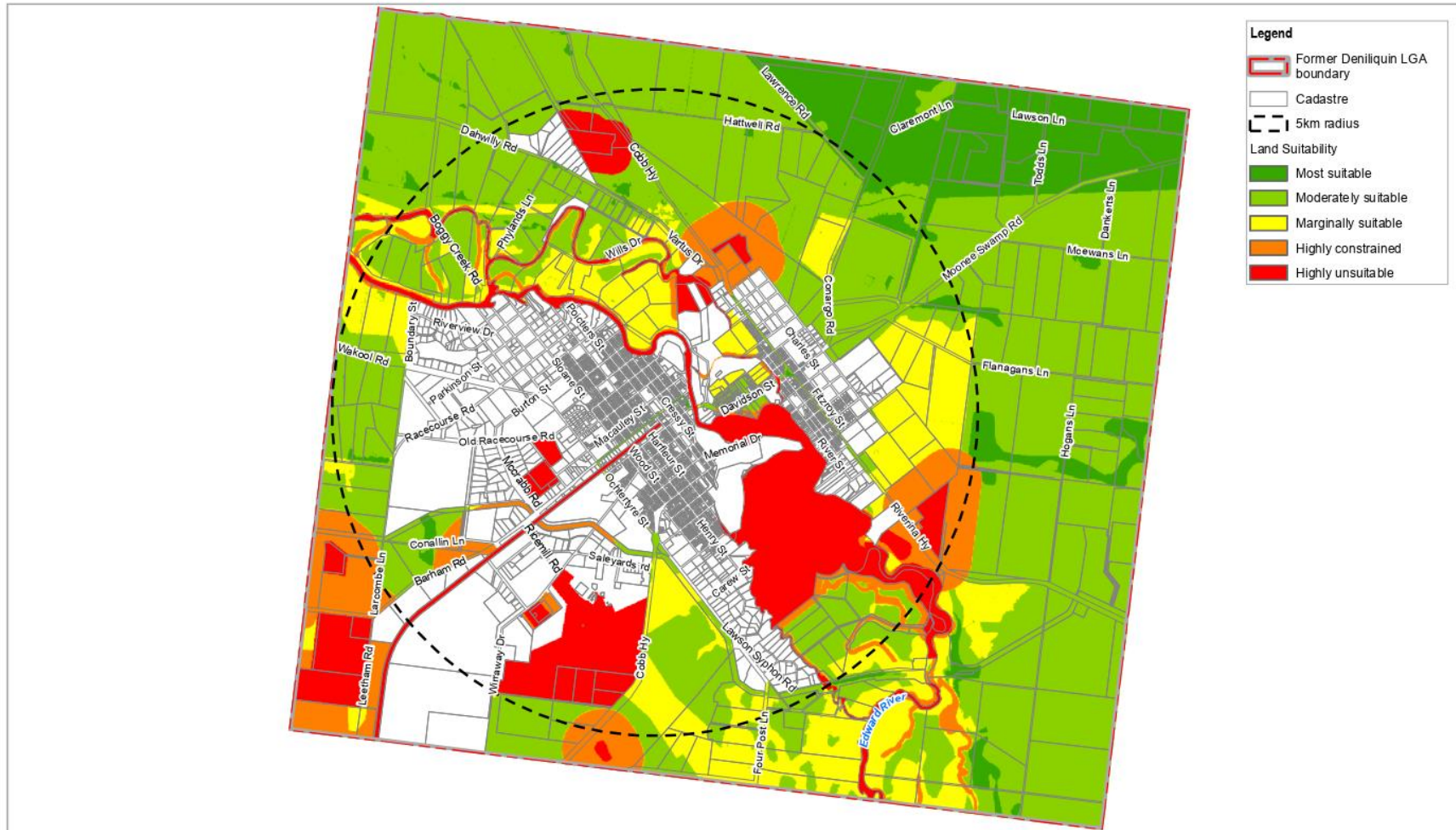
Constraint	Reason for Unsuitability	Ranking
Sewage Treatment Plants	Sewage treatment plant and land within 400 m of a sewage treatment plant. STP's provide sewerage to the Deniliquin communities. Land in proximity to an STP is often affected by odour problems. Living and Working in Rural Areas (NSW DPI 2007) recommends a 400 buffer around STP's from urban or large lot residential development.	STP- 5 Buffer area- 4
Waste facility	Waste facility and land within 300m of a waste facility This land is often affected by odour problems. Living and Working in Rural Areas (NSW DPI 2007) recommends a 300 buffer around waste facilities to separate them from urban or large lot residential development.	Waste facility and buffer area- 5
Aerodrome	Land in the vicinity of a local aerodrome where it may <ul style="list-style-type: none"> Impede the operations and potential growth of the airport. Exceed the obstacle height limitation. Be affected by noise that exceeds an ANEF of 25dB(A).An airport is considered as critical infrastructure that will support future employment growth. It would not be in the public interest to jeopardise the current operation and future growth potential of local aerodromes. These areas are to be considered a hard constraint which creates prohibitions to development.	5
Intensive livestock industry	Land that is located in or within 500 m of an intensive livestock industry Intensive industries traditionally have noise, odour and traffic issues that cause land use conflict with large lot residential development. It is for this reason it would not be appropriate to place large lot residential dwellings in proximity to intensive livestock uses.	5
Rural industry	Land that is located in or within 500 m of an existing or approved rural industry (feed mill, seed cleaners, cotton gin, etc.). It would not be appropriate to place large lot residential dwellings in areas that will be affected by rural industrial uses currently or in the long term.	5
Road frontage	Land located with frontage to a road of poor quality or accessed by a flood affected causeway. New large lot residential development should be located on roads that are properly formed and regularly maintained. It should not be located on roads that require significant upgrading or that involve flood affected causeways that cut residents off in regular rainfall events.	2
Physical Constraints		
Good agricultural land	Land that is located within the land capability classes 1, 2 or 3. In 2008 the State Government adopted a position that good agricultural land (classes 1,2 and 3) should not be regarded as being available for urban or large lot residential. This was then subsequently supported in the SEPP (Rural Lands) (now superseded). The objective of excluding Land Classes 1, 2 and 3 are to ensure that the best agricultural land will be available for current and future generations to grow food and fibre). It would therefore not be appropriate to place large lot residential dwellings on good quality agricultural land (class 1,2,3) unless no reasonable alternative exists.	Class one land – 5 Class two and three land – 3 Flood Irrigated Land - 3

Constraint	Reason for Unsuitability	Ranking
Average agricultural land	Land that is located within land capability classes 4, 5 or 6. These lands are not regarded as being the best agricultural land, although they are often used for grazing purposes. They are not typically affected by steepness or extensive rock outcrops and are not excessively waterlogged. They are typically suited for large lot residential purposes from a land capability perspective.	Class four, five and six - 1
Steep and swamp lands	Land that is located within the land capability 7 or 8. Generally land capability classes 7 or 8 are located on steep or swampy land Steep lands are areas susceptible to soil creep, landslip and rock falls due to steep slope profiles in stratified formations and proximity of land to cliff areas and alluvial deposits. The risks associated with development in these areas are often higher than normal large lot residential should also not be located on steep land or land that is swampy (class 7 or 8).	Class seven and eight land - 3
Slope	Slope is a significant factor influencing soil erosion, drainage and bushfire hazard. Protected lands are listed under the <i>Native Vegetation Conservation Act 1997</i> and represent land that generally has a slope greater than 18 degrees from the horizontal; and land situated in, or within 20 metres of the bed or bank of any specified river or lake or land that is in the opinion of the Minister, environmentally sensitive or effected or liable to be effected by soil erosion. Slopes greater than 15 degrees are likely to have geological constraints and are susceptible to mass movement and high to very high erosion hazard. Within large lot residential precincts slopes greater than 15 degrees present a high bush fire danger for dwellings, footings require a great deal of cut and fill, it can cause installation and management problems for sewerage and water systems. Access is also difficult and they present a greater erosion hazard. In areas with these grades development is more difficult (NSW Rural Fire Service: 2006). Therefore, lands with a slope over 15 degrees have a low probability of being suitable for further development. Slope between 10 degrees and 15 degrees present a high bush fire danger for dwellings, footings require a great deal of cut and fill, access is difficult and they present a greater erosion hazard. In areas with these grades development is more difficult. However, with specific engineering solutions large lot residential development is possible. Relatively flat grades (less than 10 degrees) significantly reduce costs associated with the installation of infrastructure to service proposed development.	Over 15° - 5 10° to 15° - 3 Less than 10° - 1

Constraint	Reason for Unsuitability	Ranking
Social		
Non Indigenous heritage	<p>In 1977, the NSW Heritage Act legislated that councils must identify, protect and manage heritage through local planning regulations. The two levels of statutory listing are:</p> <ul style="list-style-type: none"> the State Heritage Register the heritage schedule in Deniliquin LEP 2013 <p>Under Clause 5.10 of the Deniliquin LEP 2013 the objectives of Heritage Conservation are:</p> <ul style="list-style-type: none"> <i>to conserve the environmental heritage of Deniliquin</i> <i>to conserve the heritage significance of heritage items and heritage conservation areas including associated fabric, settings and views</i> <i>to conserve archaeological sites</i> <i>to conserve Aboriginal objects and Aboriginal places of heritage significance</i> <p>The majority of Deniliquin heritage items and heritage conservation areas were identified in previous heritage studies. These are items of significant value and therefore will be ranked 5. No buffer has been allowed for. Should a site be located in what would otherwise be a proposed large lot residential area then a site specific buffer will have to be considered.</p>	5

9.3 Constraints Mapping

The above rankings have been used to compile a constraints map for the Deniliquin Large Lot Residential Strategy. In addition to this a lot size analysis has been undertaken. These lot size maps give an indication of the history of land fragmentation in these areas and are provided for discussion purposes.



Paper Size ISO A4
 0 630 1,260 1,890 2,520
 Metres
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

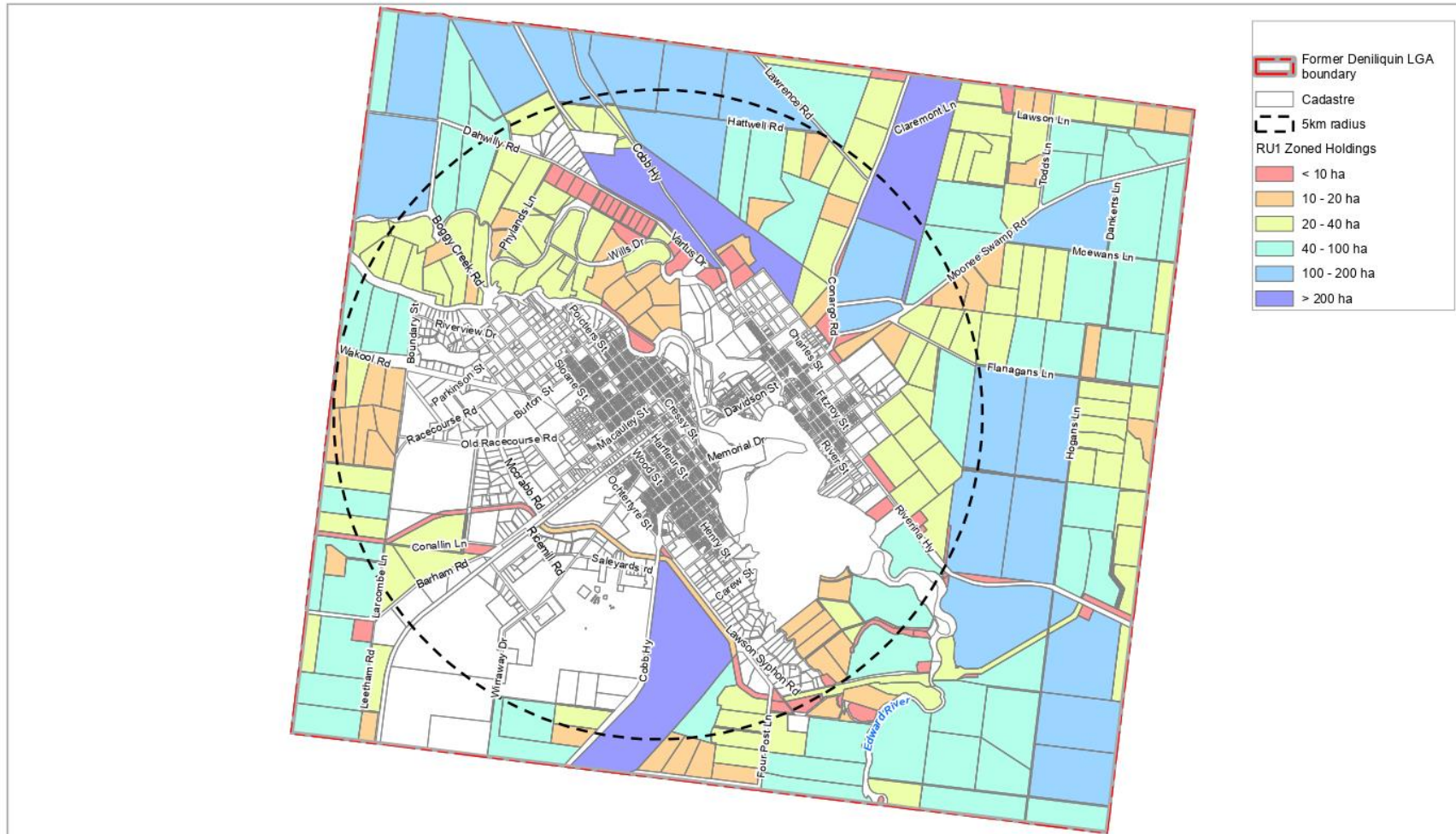
Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Land Suitability Analysis

Figure 9-1

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Data source: LPI DQB0108, 2017, ERC LGA boundary, 2015. Created by: fmackey



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 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Holding Size Analysis

Figure 9-2

Data source: LPI, DCCB/OTCB, 2017; ERC, LGA boundary, Land Holdings, 2015. Created by: Inadsky

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10. Proposed Large Lot Residential Areas

Land is a limited resource. Any land development should take place in a sustainable, integrated and co-ordinated way. It has been determined in the preceding sections that the existing residential supply is not sufficient to accommodate demand. To meet the outcomes for this strategy Council needs to provide a land release that delivers an equilibrium between land supply and demand. Therefore, Council should identify between 68 ha and 100 ha in the medium to long term.

The reasons and criteria for the proposed large lot residential areas is discussed below.

10.1 Understanding the Market

Understanding the large lot residential market and the attractors for residential demand is critical in proposing further large lot residential development areas.

Key lifestyle attractors provided for large lot residential development are based around amenity values especially in close proximity to Edward River but also within vegetated locations away from rural activities that can create land use conflict. The demand for lifestyle opportunities provided with large lot residential development is also high when there is the ability to live within a reasonable commute to the town centre. Other key attractors for these areas are the lower land values and close proximity to town for employment.

10.2 Agricultural Economy

Preventing ad-hoc large lot residential development is critical when considering the long term opportunities for ongoing agricultural expansion across Deniliquin. This strategy does recognise the strength of demand for large lot residential development and the legitimacy of this land use as a part of the residential opportunities of the LGA. However, this land use should occur where the benefits to potential residents can be maximised, and where the risks to farming minimised.

Rural residential development may or may not include some agricultural activity but the primary land use is residential. As such, residents of these areas expect residential amenity and services. The objective of the Section 9.1 Direction - Rural Land is to manage the provision of sustainable large lot residential development so that it supports sustainable housing and settlements and does not compromise agricultural land uses. Therefore, areas within Deniliquin that are no longer suited to agricultural use will take priority over areas that are currently being used or are suitable for agricultural land use.

Notwithstanding, some of the land along the Edward River which may have agricultural value, is also considered to have significant aesthetic value that may outweigh the agricultural value. The surrounding development also limits expansion opportunities and restricts operating conditions due to amenity complaints.

10.3 Selection Criteria

Given the sustainability and liveability criteria presented in Chapter 4 and the principles developed throughout the document these will guide consideration of all future large lot residential development in terms of the selection of areas for such development.

These include the following in order of preference (Priority 1 being the most critical in identification of future large lot residential land and Priority 10 being the least critical).

Priority 1	Land identified as 'most suitable' (ranked 1) in the land suitability map.
Priority 2	Areas which have high amenity such as close to Edward River without compromising environmental values.
Priority 3	Land Identified as 'marginally suitable' (ranked 2) in the land suitability map.
Priority 4	Areas that are in a close proximity to Deniliquin town centre (defined by an approximate 5km radius) and/or adjacent to an existing large lot residential area in order to avoid isolated development.
Priority 5	Land along the Edward River which may have agricultural value, are also considered to have significant aesthetic value that may outweigh the agricultural value should be considered. The surrounding development also limits expansion opportunities and restricts operating conditions due to amenity complaints.
Priority 6	Include areas where there is no adverse effect on key natural resource values, including areas of biodiversity significance and other areas that have special value.
Priority 7	Include areas which do not unreasonable or unnecessary produce land use conflicts.
Priority 8	Avoid locations where access, servicing, safety or impacts are unacceptable.
Priority 9	The area is freehold land and is an appropriate size, orientation and configuration for large lot residential development.
Priority 10	Identify a choice and diversity in location to meet the economic social, health and well-being requirements and preferences of all people.

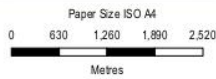
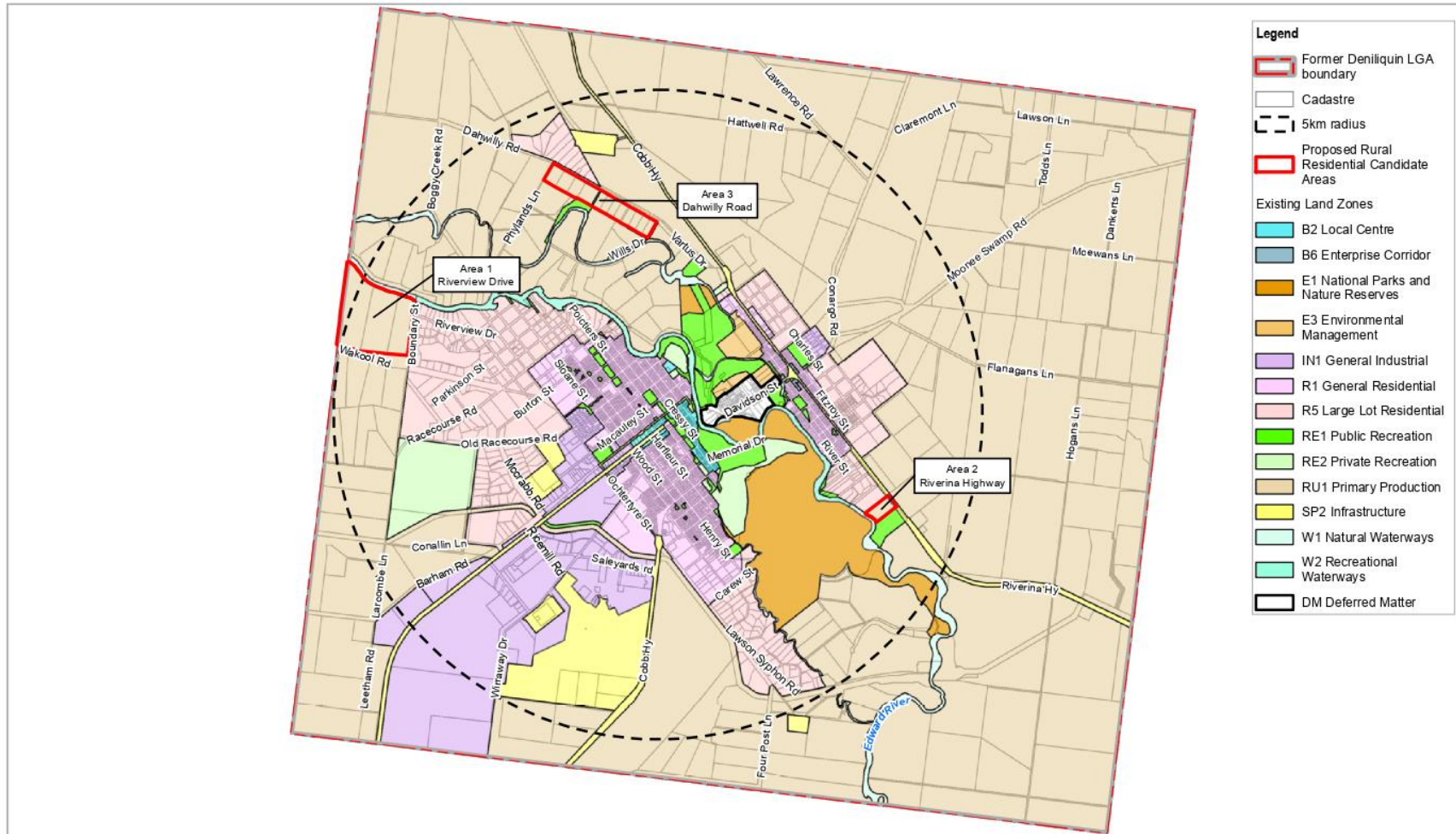
10.4 Candidate Areas

There are a number of areas, subject to further investigation and consultation that may be suitable for rezoning to accommodate future large lot residential development. The location of the proposed candidate areas is provided in Figure 10-1.

In identifying candidate areas consideration has been given to:

- The land suitability analysis provided in this report
- The sustainability and liveability criteria presented in Chapter 4
- Selection criteria priorities presented above
- Views and considerations of key stakeholders including the community, land holders, development industry, government agencies and Council
- Existing patterns of large lot residential development
- History of subdivision and development of all forms of large lot residential lots
- Assessment of suitable land which meets minimum requirements





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Proposed Rural
Residential Candidate Areas

Figure 10-1

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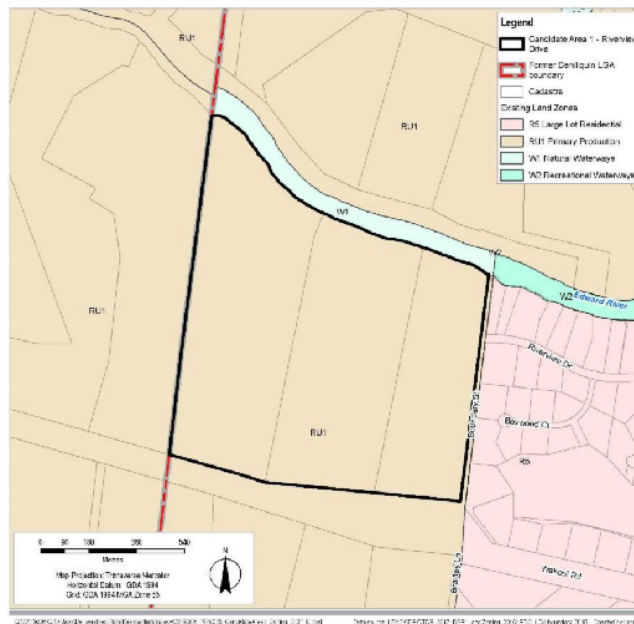
Data source: LPI: DCDBOT08; 2017; DPE; Land Zoning; 2016; ERC LGA boundary; 2015. Created by: Inadsky

10.4.1 Candidate Area 1 – Riverview Drive

Gross Potential Area (ha): 114.62 ha (approximately)

Candidate Area 1 is located to the west and north west of the town centre of Deniliquin (refer Figure 10-2).

Figure 10-2 Candidate Area 1 –Current Zoning



The land is located adjacent to the Edward River which has the greatest demand for large lot residential development.

The area is bounded to the north by Edward River, to the west by rural land within the Murray Shire which consists of mostly cropping and grazing. To the south the area is bounded by Wakool Road and further rural land. To the east is existing large lot residential zoned land. The site would represent a logical extension of a highly desirable large lot residential area.

The land has evidence of prior rice farming, however expressions of interest for large lot residential development have previously been received for some of the land.

The land suitability analysis has identified the majority of this area as 'moderately suitable' for large lot residential development

In analysing site constraints, the key constraints are related to flooding and ecology. It is however considered that these matters could be suitably understood and managed within further detailed technical studies undertaken as part of a planning proposal and managed by future development controls. The constraints are likely to limit potential development yields, particularly for land adjacent to the river.

In terms of policy constraints, the land capability mapping identifies the site is within a flood irrigated area, and the site has been used for rice growing. However, priority 5 establishes that land along the Edward River which may have agricultural value, are also considered to have significant aesthetic value that may outweigh the agricultural value. The surrounding development also limits expansion opportunities and restricts operating conditions due to amenity complaints.

Further analysis against constraint and locational requirements for Candidate Area 1 (refer Figure 10-3) includes the following.

- Currently zoned as RU1 Primary Production under the Deniliquin LEP 2013.
- Is in close proximity to the Deniliquin town centre and forms a logical extension to an existing large lot residential area (via the extension of Riverview Drive).
- Is not constrained by infrastructure such as STP's or rural industrial conflicts. The Deniliquin land fill area is the closest constraint which is over 1 km away from the sites.
- The WMA flood study (refer Figure 10-4) reported the eastern portion of the site as being flood prone in the 1 in 100 year flood event with high hazard and associated flood depth (up to 3 metres) with the northern and southern portions being of shallower depth (refer Figure 10-5).
- The site is flat.
- The site is cleared as it is used for agriculture.
- There are no listed heritage items on the lots however one has a significant homestead which could be retained following future subdivision.

The suggested approach to Candidate Area 1 would need to consider the following.

- An appropriate setback from the river will need to be considered as part of any assessment of this development as a result of flood hazard, associated flood depth and riparian and biodiversity issues. Detailed

development controls identifying setbacks or location of building platforms are recommended.

- Future dwellings in this area will require sufficient freeboard above the flood hazard.
- Ensure flood free access to newly created lots and safe evacuation routes for pedestrians.
- Given the size of this area it is also suggested the lots are staged over the long term.
- Ensure significant riverside biodiversity is retained or appropriately offset.
- Ensure development contributes to the amenity of this area.

Aboriginal cultural heritage.

It is expected that Candidate Area 1 could yield an additional 50 large lot residential lots when taking into account the above considerations. The area is therefore recommended for inclusion in the Strategy.

Figure 10-3 Candidate Area 1 – Suitability

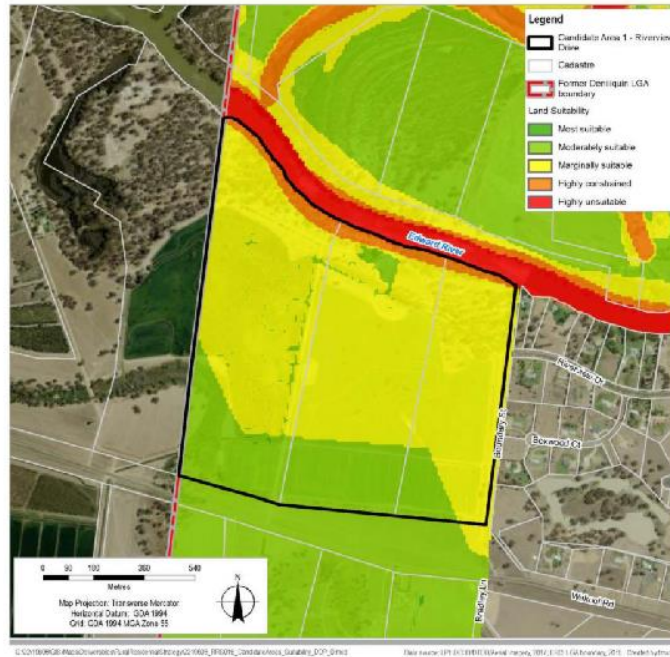


Figure 10-4 Candidate Area 1 Flood Hazard

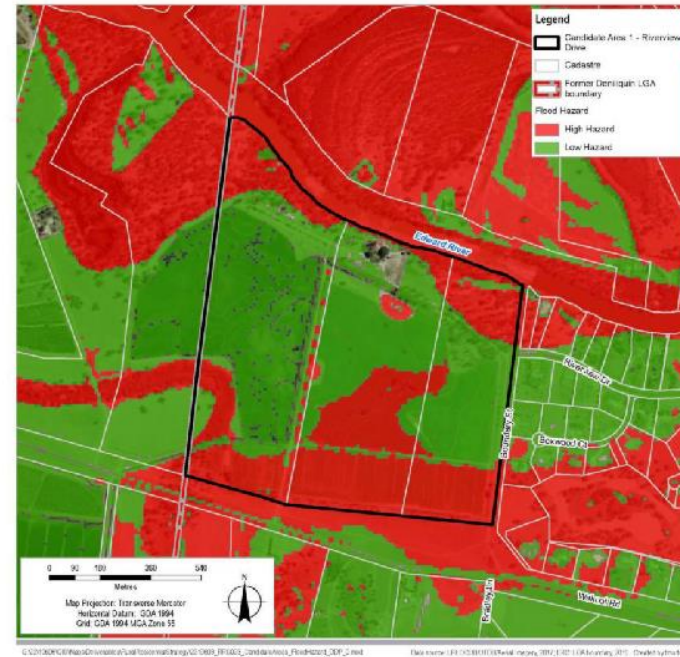
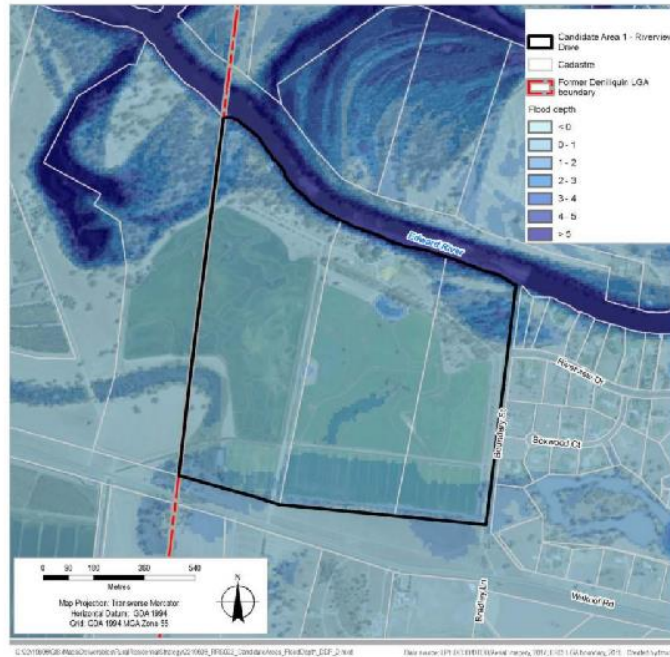


Figure 10-5 Candidate Area 1 – Flood Depth

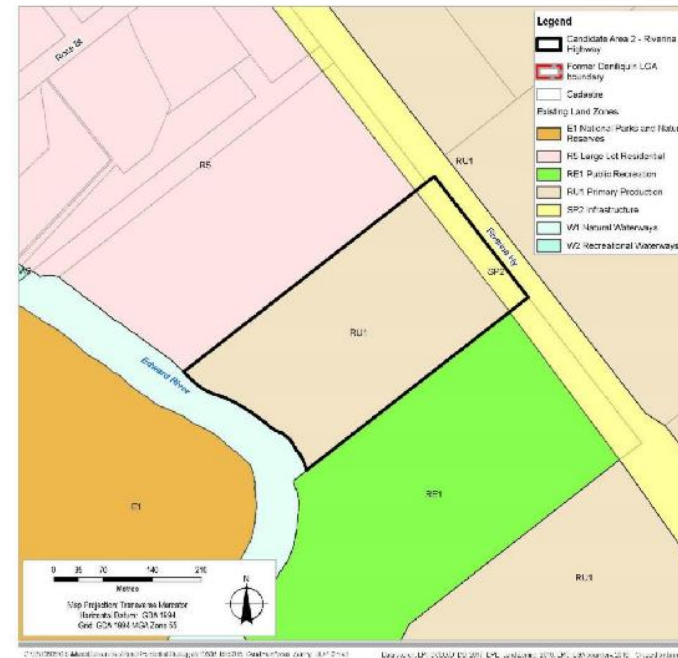


10.4.2 Candidate Area 2 – Riverina Highway

Gross Potential Area (ha): 8.31 ha (approximately)

Candidate Area 2 is located to the south east of Deniliquin town centre and immediately east of the Edward River on the Riverina Highway (refer Figure 10-6). A local riverside park is located to the south of the site.

Figure 10-6 Candidate Area 2 – Current Zoning



Land to the north of the site, known as the Kyalite Stables was recently rezoned for large lot residential development.

The site is surrounded to the east by rural land which consists of mostly cropping. To the west of the site is the Murray Valley Regional Park.

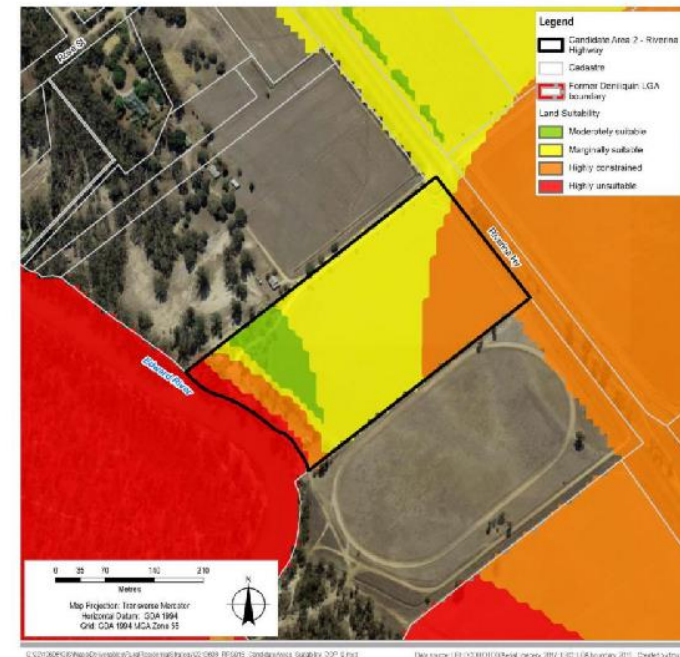
- As shown in Figure 10-7, the site is considered as partially constrained by the land suitability analysis. The site is partly within the 500m buffer set for an existing piggery which is located to the east. This portion of the land is not suitable for dwelling houses. A Land Use Conflict Risk Assessment would be required in accordance with NSW DPI guidelines as part of any future planning proposal.

The subject site also has the following additional constraints:

- The setback from the river will reduce the developable land available. Biodiversity and riparian land issues will also require consideration.
- The site is flood affected in the 1 in 100 year flood event (refer Figure 10-8) with low and high hazard and associated flood depth (0- 1m) (refer Figure 10-9).
- The site is bushfire prone as it contains the vegetation category 1 and buffer area.
- Road access will be required to be coordinated with the development of the landholding to the north. Access to any future lots from the Riverina Highway is likely to be discouraged by Roads and Maritime Services.
- Potential for Aboriginal cultural heritage will require consideration.

Notwithstanding the identified constraints, the site is an isolated and small rural zoned lot located within a desirable riverfront location. Given the small size, the site is not suitable for most types of extensive agriculture. Zoning for large lot residential development would represent a logical extension to the existing large lot residential zone and could yield up to 6 additional large lot residential lots in an area of high demand. The area is therefore recommended for inclusion in the Strategy.

Figure 10-7 Candidate Area 2 – Suitability

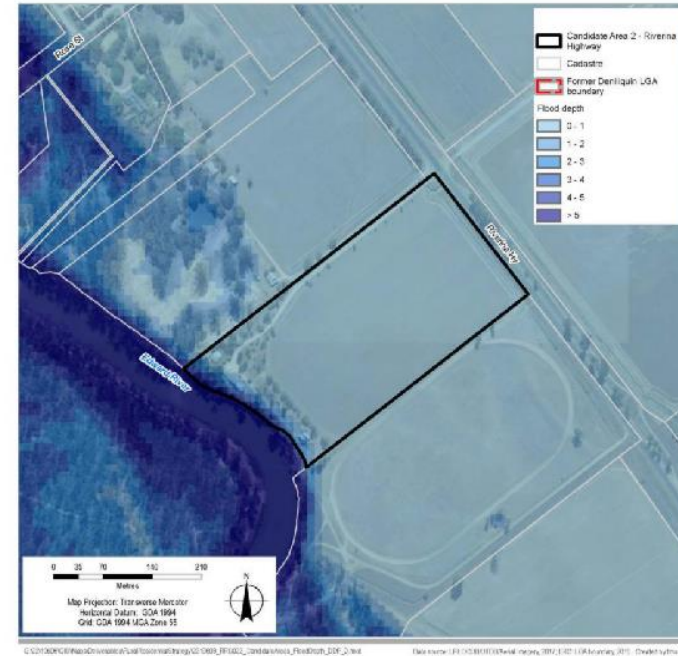


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Figure 10-8 Candidate Area 2 – Flood Hazard



Figure 10-9 Candidate Area 2 - Flood Depth

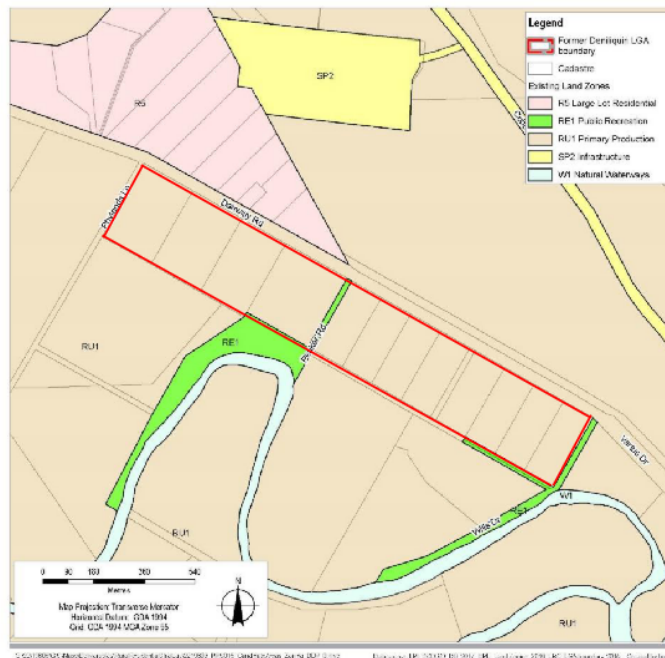


10.4.3 Candidate Area 3 – Dahwilly Road (South).

Gross Potential Area (ha): 64 ha (approximately)

This site is located on the southern side of Dahwilly Road and is partly adjacent to the existing Dahwilly Road large lot residential area (refer Figure 10-10).

Figure 10-10 Candidate Area 3 – Current Zoning



The area contains 12 lots ranging from approximately 3.3 - 6 hectares. The Moulamein No. 2 irrigation channel intersects part of the majority of the smaller lots. Some lots have an existing dwelling house on the land.

Whist the land is zoned RU1 Primary Production, the predominant use of the land and existing lot sizes and configuration is consistent with large lot residential development.

The land is relatively constraint free and the suitability analysis has identified the land as most, moderately and marginally suitable for large lot residential development (refer Figure 10-11).

Most of the land is identified as being low hazard from the 1 in 100 year flood event (refer Figure 10-12) with relatively low associated flood depth (0- 1m) (refer Figure 10-13).

Given each existing lot exceeds 1 hectare in area there is some capacity for additional subdivision particularly on the larger parcels adjacent to the existing Dahwilly Road area.

The area offers an alternative location, north of Deniliquin, for large lot residential land use in close proximity to town.

Taking into account the existing subdivision pattern and existing development, it is expected that the area could yield an additional 15 lots.

Figure 10-11 Candidate Area 3 – Suitability

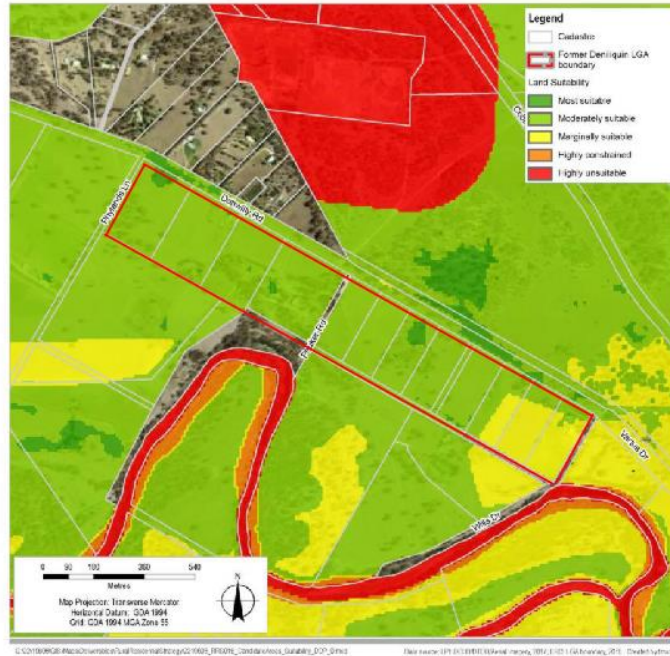


Figure 10-12 Candidate Area 3 - Flood Hazard

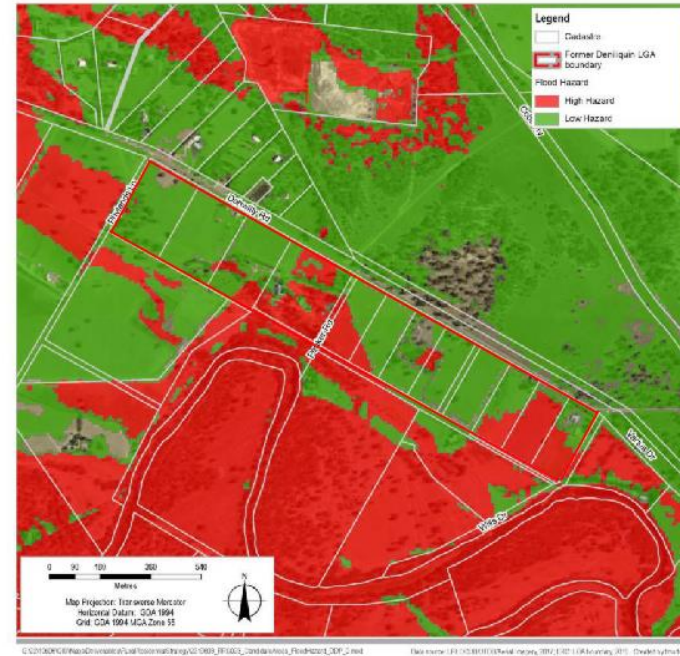
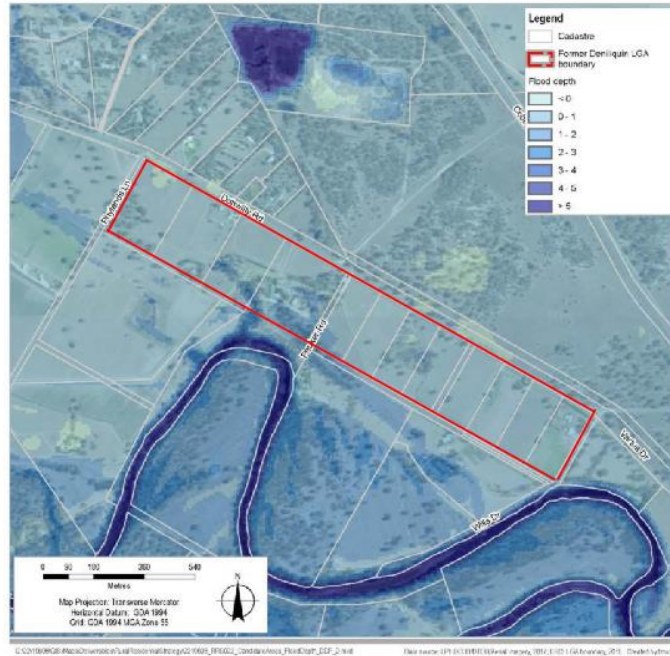


Figure 10-13 Candidate Area 3 – Flood Depth



10.5 Summary of Candidate Areas

The following is a summary of the potential large lot residential areas presented above.

Table 10-1 Summary of Candidate Areas

Candidate Area No.	Location	Gross Area (ha)
1	Riverview Road	114.62
2	Riverina Highway	8.31
3	Dahwilly Road (south)	64
Total		186.93 ha

Table 10-2 Summary of Lot potential*

Candidate Area No.	Location	Estimated lot potential
1	Riverview Road	50
2	Riverina Highway	6
3	Dahwilly Road (south)	15
Total		71

*Note: Figures are estimates only. Accurate yields should be reviewed following the outcomes of further technical studies undertaken at the planning proposal stage. Should the potential yields significantly exceed the above figures a further review should be undertaken to ensure land is rezoned at an appropriate time.



11. Consultation Strategy

The Strategy was placed on public exhibition in early 2019 to allow for community and stakeholder input.

Consultation activities included:

Community and landowners

- Public notification advertisements in local newspaper
- Notification letters to affected and surrounding property owners
- Update Council's website with exhibition material
- Hard copies of the draft Strategy made available at Council's Offices in Deniliquin and the local library.
- Community information sessions/ stakeholder workshops

Government agencies/stakeholders

Comments were also sought from the following relevant government agencies with an interest in large lot residential land development in the Edward River local government area

- NSW Department of Planning and Environment
- NSW Rural Fire Service
- NSW Department of Industry - Lands and Water

- NSW Office of Environment and Heritage
- NSW Roads and Maritime Services
- Transport for NSW
- NSW Local Land Services
- Relevant adjoining local government areas
- Riverina Murray Joint Organisation

Following exhibition, Council reviewed all matters raised in submissions from the community including landowners and government agencies and developed a final draft Strategy, incorporating any changes arising from the consultation period.

The final draft Strategy will then be considered by Edward River Council for adoption.

The adopted Large Lot Residential Strategy will then be forwarded to the NSW Department of Planning, Infrastructure and Environment for endorsement.

12. Land Release Program

12.1 Balancing Supply and Demand for Large Lot Residential Land Use

This section determines whether there is an adequate supply of large lot residential land to meet expected demand over the next 20 years.

As previously outlined in section 8.3 the former Deniliquin LGA has five existing areas zoned for large lot residential under Deniliquin LEP 2013 covering a total of 947.3 ha. Of this, 830.2 ha or 87% has been developed and is being used for large lot residential purposes.

The estimated current immediate supply of large lot residential land in Deniliquin is considered to be approximately 25 lots.

There should be a goal of maintaining a “rolling supply” of at least 20 years supply of land to ensure that there is no restriction on supply, adequate competition between sites and a variety of locations to choose from.

On the demand side, this Strategy has shown that there are several views as to what might be required between now and 2036. On average it is considered that the average demand to 2036 will be 70 dwellings or 4 per year which would require an average of 85 hectares of unconstrained land. The existing supply of large lot residential land available for development would yield up to 25 additional dwellings. Therefore land for approximately 60 large lot residential lots should be identified.

The proposed Candidate Areas have the potential to yield in the order of 71 lots. This figure is not inconsistent with the demand approach methodologies and provides a suitable level of flexibility and opportunity for large lot residential land to be supplied to the market.

12.2 Land Release Program

The purpose of the land release program is to guide the location of future large lot residential lands over the life of the strategy. It includes a time frame of short (0-10 years), medium (10-20 years) and long term (20 years plus) to give an idea when this land should be considered for rezoning. These time frames refer to the period in which rezoning should commence if the land is to supply lots to the market at a future date (GHD, 2007).

It is assumed that land takes up to six years to reach the market from commencement of the rezoning process.

Table 12-1 outlines each of the potential large lot residential land areas and provides an indication of when the rezoning process will need to be considered if these areas are to supply large lot residential land to the market at the appropriate time.

Table 12-1 Land Release Program

Candidate Area No	Locality	Land release timing	Comment
1	Riverview Road	Short Term - Long term	Phased release recommended. Technical studies should commence to establish constraints and recommended phasing
2	Riverina Highway	Medium term	Potentially reliant on development proceeding on Kyalite Stables site. DCP for Kyalite Stable should be amended to include the site and identify potential connecting road.
3	Dahwilly Road (south)	Short term	Release can meet short term demand.

Ideally this strategy should be reviewed every five to seven years to check whether areas were developed as expected and to assess any changes in demand or services and infrastructure. If needed, areas can be brought forward if development exceeds expectation or other areas are withheld from supply. If development falls short of expectation then areas can be deferred to a later time frame.

Readers of this strategy are also cautioned that this document has not been prepared for anyone as a basis for investment or other private decision making in relation to land purchases, sales or other land uses. Edward River Council recommends that it not be used by anyone in this way.

13. Implementation and Recommendations

13.1 Candidate Areas

This Strategy will help guide development in the former Deniliquin LGA into the future up to at least 2036. This strategy does not itself rezone land for development; however, it identifies broad areas for consideration and sets clear principles and outcomes to guide future development.

The potential growth areas need to be considered in conjunction with the State and local policies and the guiding principles presented in this document.

13.2 Implementation

This Large Lot Residential Lands Strategy is a framework to achieve good planning, management and development of the Deniliquin large lot residential lands. Effective implementation requires cooperation by community stakeholders and coordination of State and local government activities and plans. Implementing the strategy involves coordinating and reviewing a range of plans, infrastructure and services.

The following actions have been developed to guide Edward River Council's decision relating to:

- Non-statutory support for initiatives undertaken by other organisations and individuals.
- The establishment of formal arrangements, agreements and intergovernmental responsibilities for future decision making.

- Liaison with external parties to improve land use planning, development and management.
- Councils' ongoing programs relating to infrastructure and service provision, and the delivery of economic and social services.
- Councils' ongoing program of internal strategic planning.
- Councils' ongoing program of introducing or improving specific policies and guidelines.
- Existing statutory responsibilities, including applications for development and subdivision approval.

Strategy Direction 1

Provide a rolling supply of development-ready large lot residential land in Deniliquin for the next 20 years.

- Implement a land use monitor for the local government area to accurately identify large lot residential land supply and demand issues on a regular basis.
- Commence the rezoning process for Candidate Area 3 - Dahwilly Road (south) so this area is market ready for limited further subdivision within the next 3 years.
- Commence investigation of Candidate Area 1 – Riverview Road to assess the viability of this site in satisfying the short/ medium term supply of large lot residential land
- Commence rezoning process for Candidate Area 2 Riverina Highway so this area is market ready for subdivision within 5 years.

Strategy Direction 2

Ensure planning policies facilitate, protect and support large lot residential development

- Facilitate the rezoning process of large lot residential lands growth areas in accordance with this strategy.
- Protect the rural character of Deniliquin by minimising the visual intrusion of new buildings on the natural landscape, particularly from the Edward River.

Strategy Direction 3

Prevent and manage environmental concerns

- Areas already connected to services may be better positioned to accommodate growth.
- Land contamination from past land uses has not been addressed in this strategy and candidate areas will need to meet the requirements of SEPP 55 to be rezoned.
- Ensure that large lot residential land uses are sited and managed so as to ensure that they do not impact detrimentally on the quantity and quality of environmental flows in the Edward River.

13.3 Local Environmental Plan

Large lot residential lands identified for short-medium term release should be zoned R5 Large Lot Residential under Deniliquin LEP 2013 and the lands with significant constraints should be protected by an environmental protection zone or other suitable means under the LEP or Development Control Plan.

The LEP should also include the following for large lot residential land use.

- Minimum lot size of one hectare. This would be consistent with the current LEP and allow for an appropriate level of flexibility in future subdivision design and development delivery. Additional measures within the LEP may be required to facilitate the protection and conservation of environmentally sensitive or flood constrained land and these may include larger minimum lot sizes or site specific provisions.

It is noted an additional local provision applies to the recently zoned land known as the Kyalite Stables development to address flooding and environmental and scenic amenity matters. The clause is set out as follows:

6.9 *Kyalite Stables development on Edward River*

(1) *The objectives of this clause are as follows:*

- (a) *to minimise the flood risk to life and property associated with the use of land at Deniliquin known as Kyalite Stables,*
- (b) *to avoid significant adverse impacts on flood behaviour and support natural riverine processes, including the migration of the Edward River's channels,*
- (c) *to protect and improve the bed and bank stability of the Edward River,*
- (d) *to maintain and improve the water quality of the Edward River,*
- (e) *to protect the amenity and scenic landscape values of the Edward River,*
- (f) *to facilitate limited large lot residential development at Kyalite Stables that is compatible with the land's flood hazard, taking into account site-specific flood studies and flood modelling work.*

(2) *This clause applies to certain land at 21701–21703 Riverina Highway, Deniliquin, being Lots 2 and 3, DP 562598 and Lot 1, DP 1121183, known as "Kyalite Stables".*

(3) *Despite any other provision of this Plan, development consent must not be granted for the erection of a dwelling house on land to which this clause applies unless the consent authority is satisfied that the development:*

- (a) *is compatible with the flood hazard of the land, and*

- (b) *takes into account the Edward River at Deniliquin Flood Study 2014 and the Edward River at Deniliquin Floodplain Risk Management Study and Plan 2017, available from the office of the Council, and*
- (c) *takes into account any flood impact assessment or flood modelling work carried out in accordance with the Floodplain Development Manual in relation to land to which this clause applies, available from the office of the Council, and*
- (d) *incorporates appropriate measures to manage risk to life from flood, and*
- (e) *is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding, and*
- (f) *is not on land in the river front area, and*
- (g) *is likely to cause only minimal visual disturbance to the existing landscape, and*
- (h) *is such that the appearance of the dwelling house from the river front area is compatible with the surrounding area, and*

(i) *is not likely to cause environmental harm, including (but not limited to) the following:*

- (i) *pollution or siltation of the Edward River,*
- (ii) *any adverse effect on surrounding uses, riverine habitat, wetland areas or flora or fauna habitats,*
- (iii) *any adverse effect on drainage patterns.*

(4) *Despite any other provision of this Plan, development consent may be granted to development on land to which this clause applies that is in a river front area only for the following purposes:*

- (a) *boat building and repair facilities, boat launching ramps, boat sheds, charter and tourism boating facilities or marinas,*
- (b) *environmental facilities, recreation areas or recreation facilities (outdoor),*

(c) environmental protection works,

(d) water recreation structures.

(5) A word or expression used in this clause has the same meaning as it has in the Floodplain Development Manual unless it is otherwise defined in this clause.

(6) In this clause:

Floodplain Development Manual means the Floodplain Development Manual (ISBN 0 7347 5476 0) published by the NSW Government in April 2005.

River front area means the land shown as "river front area" on the River Front Area Map.

The planning proposal also introduced the model clause 7.3 Flood Planning into the Deniliquin LEP and a flood planning map based on the identified flood planning level for the land. Larger minimum subdivision lot sizes of 1.2 and 2 hectares also apply to part of the site. Further controls to manage development outcomes on the site (including nomination of building envelopes) are set out within the Deniliquin Development Control Plan.

13.4 Development Control Plan

The Deniliquin Development Control Plan 2016 came into effect on 6 May 2016 and applies to all land within the Deniliquin Local Government Area. The general aims of the plan are to:

a. Promote growth and development to support and enhance the vitality of the Central Business District.

b. Encourage development that responds to the needs of the community.

c. Encourage residential development of a high standard to improve the quality of the urban environment.

d. Encourage development that respects and minimises the impacts on surrounding land and the wider environment.

e. Encourage new development that will enhance streetscapes and vistas.

f. Ensure that development incorporates safe, effective and convenient pedestrian, bicycle and vehicle access, movement and parking areas.

g. Encourage energy efficiency in building design.

h. Provide for effective and well-utilised open space with security and access for the community.

i. Control and minimise the impact of stormwater run-off.

j. Ensure that new development is fully integrated into Council's sewerage system wherever possible.

k. Promote the orderly and efficient development of land to ensure that provision of services to that land is adequate.

Chapter 2 Residential Zones of the DCP applies to development proposed in a residential zone and includes the R5 Large Lot Residential zone.

The key controls applying to R5 land within the DCP are contained within Section 2.2: Residential subdivision. These include:

- Minimum lot width - 25m
- Battleaxe shaped lots may only be permitted where it can be demonstrated that full street frontage for all lots is not achievable due to site constraints.
- A development application for the subdivision of land may only be considered where all allotments are capable of being adequately serviced with electricity supply, water supply, sewerage disposal and telephone.

Note: In accordance with the LEP, allotments in the R5 zone with at least 1 hectare in area do not need connection to a reticulated sewage system. Allotments in the R5 zone with at least 5,000 m² but less than 1 hectare in area require connection to a reticulated sewage system.

It is noted the controls applying to large lot residential development are contained within controls for R1 General Residential zoned land. It is recommended that should the Candidate Areas as proposed within this strategy be pursued, consideration be applied to establishing a separate section for large lot residential development. This section should include specific character, amenity and environmental objectives and controls to appropriately guide large lot residential development.

Within this section, Additional controls recommended for R5 Land could include:

- Effluent disposal reports to accompany any development application demonstrating how water quality objectives are to be met
- Vegetation management plan is to accompany proposals adjacent bushland or within identified wildlife corridors; revegetation is to be imposed by means of a restriction on the title.
- A minimum landscape buffer of 10 m is to be provided along drainage lines.
- Contaminated land assessment is to accompany any application for lands identified as potentially contaminated.

- Dwellings are to be separated by a minimum of 20 m.
- Local access roads are to be provided or extended in accordance with Council's standards; access via access handles/battleaxe arrangements is not permitted.
- A minimum landscape buffer of 10 m is to be provided to screen adjoining dwelling houses.
- A bushfire assessment in accordance with the Rural Fire Service Guidelines is to accompany applications on land mapped as fire prone.
- Riverside lots and dwelling houses are responsive to and enhance scenic landscape values and environmental constraints, ecological and riverine processes.

13.5 Monitoring and Review Recommendations

The Large Lot Residential Strategy will need to be regularly monitored and subsequently modified from time to time to reflect new issues, changing community priorities and policies requiring different emphasis.

The rate of large lot residential development and the underlying population growth and demographic change will however determine how frequently the strategy needs to be reviewed and revised to ensure an adequate supply of large lot residential land. This strategy recommends a maximum revision period of 10 years.

Appendix A – Planning Documents

NSW Legislation

Environmental Planning and Assessment Act, 1979

The Environmental Planning and Assessment Act (EP&A Act) governs development in NSW. One of the objectives of the EP&A Act, among others, is to promote the sharing of the responsibility for environmental planning between the different levels of government in the State. The Large Lot Residential Lands Strategy (The Strategy) will inform the preparation of the LEP. In preparing new LEPs, Council is required to consider the statutory obligations of the EP&A Act. Section 9.1 of the EP&A Act allows the Minister for Planning to give directions to councils in regards to the preparation of draft LEP's and is therefore considered in preparation of this strategy.

Rural Fires Act 1997

The *Rural Fires Act 1997* (RF Act) aims to, among other things, prevent, mitigate and suppress bush fires in local government areas and the State. To achieve bushfire protection in local government areas, it is necessary to consider at the preparation stage of LEPs and DCPs. This would include provisions to consider bushfire management in land use zoning, setbacks, access and subdivision.

Section 63 of the RF Act provides that it is the duty of public authorities, owners or occupiers of land to prevent the occurrence of bush fires on, and to minimise the danger of the spread of a bush fire on any land vested on or under its control or management. Bushfire constraints would be considered for the supply of additional large lot residential land.

Native Vegetation Act 2003

The Native Vegetation Act 2003 was repealed on 25 August 2017, however property vegetation plans (PVPs) approved before the repeal of the Act remain valid and in force and obligations to manage and maintain offset areas continue.

Water Management Act 2000

The objects of the *Water Management Act 2000* (WM Act) are to provide for the sustainable and integrated management of the water sources of the State for the benefit of both present and future generations. In particular the WM Act aims to:

- Apply the principles of ecologically sustainable development.
- Protect, enhance and restore water sources, their associated ecosystems, ecological processes and biological diversity and their water quality
- Recognise and foster the significant social and economic benefits to the State that result from the sustainable and efficient use of water
- Recognise the role of the community
- Provide for the orderly, efficient and equitable sharing of water from water sources

- Integrate the management of water sources with the management of other aspects of the environment
- Encourage the sharing of responsibility for the sustainable and efficient use of water between the Government and water users
- Encourage best practice in the management and use of water

Any new large lot residential land would need to consider the protection of water sources; the need to obtain water management licences and approvals and the aims of the WM Act as listed above.

The Water Sharing Plan for the Lower Murray Groundwater Source and the Water Sharing Plan for the Lower Murray Shallow Groundwater Source are given legal effect by the Water Management Act 2000. These plans include rules for environmental protection, and managing extractions, licenses and water trading.

The Murray River is also subject to the Murray Darling Basin Plan. Under the basin plan, a Water Resource Plan has to be developed by the NSW Government by the end of June 2019 to replace the water sharing plans.

National Parks and Wildlife Act 1974

The *National Parks and Wildlife Act 1974* (NPW Act) provides the basis for legal protection and management of National Parks estate and Aboriginal sites and objects in NSW. In developing the strategy it is important to locate large lot residential land so that it does not adversely impact on places, objects or sites listed under the NPW Act. Additionally, large lot residential development would not be located within or near a national park.

Fisheries Management Act 1994

The Fisheries Management Act 1994 contains provisions for the identification, conservation and recovery of threatened fish species, aquatic invertebrates and marine vegetation. Threatened species, populations and ecological communities considered by the Fisheries Scientific Committee to be at risk of extinction are listed under schedules in the Act. The Act also identifies key threatening processes and establishes mechanisms by which such processes can be managed, such as recovery and threat abatement plans. The provisions of the Fisheries Management Act 1994 may apply to development within a large lot residential zone.

Murray Regional Environmental Plan No 2 – Riverine Land

The Murray REP No 2 identifies the Murray River as an asset of international, national and state significance. Under the REP, works that can affect the distribution of floodwaters (flood control works) require development consent from the local Council.

The REP ensures the river and its floodplain are able to support a range of productive land uses. The plan coordinating planning along the Murray River and the implementation of planning-related aspects of the Murray Darling Basin Commission strategies. It simplifies the consultation process between agencies and councils established in REP No. 1. It also promotes consistency between NSW and Victoria planning in relation to the river and its floodplain.

The REP contains principles that apply when Council prepares a local environmental plan that address access to riverine land, bank disturbance, flooding, land degradation, landscape, river related uses, settlement, water quality and wetlands. Relevantly, the REP requires that the degree to which access to the river and foreshore is affected, the impacts of uncontrolled access, and disturbance to banks and riparian vegetation are to be taken into account. Any development that intensifies the use of riverside land should provide public access to the foreshore and include measures to protect and enhance vegetation.

On land that is subject to flooding, Council is to consider such matters as hazard risks, pollution threat, redistribution of floodwaters, the availability of other suitable land that is not flood-prone, and flood-free access to essential services.

In relation to the expansion of settlements, including for large lot residential development, the land should be flood-free, located close to existing services and facilities, and not compromise the potential of prime crop and pasture land to produce food or fibre.

State Environmental Planning Policy (Primary Production and Rural Development) 2019

SEPP (Primary Production and Rural Development) came into effect in early 2019. It aims to:

- (a) to facilitate the orderly economic use and development of lands for primary production,*
- (b) to reduce land use conflict and sterilisation of rural land by balancing primary production, residential development and the protection of native vegetation, biodiversity and water resources,*
- (c) to identify State significant agricultural land for the purpose of ensuring the ongoing viability of agriculture on that land, having regard to social, economic and environmental considerations,*
- (d) to simplify the regulatory process for smaller-scale low risk artificial waterbodies, and routine maintenance of artificial water supply or drainage, in irrigation areas and districts, and for routine and emergency work in irrigation areas and districts,*
- (e) to encourage sustainable agriculture, including sustainable aquaculture,*
- (f) to require consideration of the effects of all proposed development in the State on oyster aquaculture,*
- (g) to identify aquaculture that is to be treated as designated development using a well-defined and concise development assessment regime based on environment risks associated with site and operational factors.*

State Environmental Planning Policy (Infrastructure) 2007

State Environmental Planning Policy (Infrastructure) 2007 (SEPP Infrastructure) came into effect in 2007 and aims to facilitate the delivery of infrastructure across the State by improving regulatory certainty and efficiency.

The SEPP outlines, among other things, land use zones where particular types of infrastructure are permissible.

Deniliquin LEP 2013

The Deniliquin Local Environmental Plan 2013 is based on the standard LEP instrument order 2006.

Council has adopted Zone R5 (Large Lot Residential) for its large lot residential areas and is relevant to the Strategy. The other zones within the LEP 2011 are based on the standard LEP instrument order 2006.

R5 (Large Lot Residential)

The objectives of Zone R5 are:

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The following developments are permitted without consent in this zone:

- Environmental protection works; Home occupations; Water reticulation systems.

The following developments are permitted with consent in this zone (but is not limited to – refer to land use matrix for more information):

- Bed and breakfast accommodation; Building identification signs; Business identification signs; Dual occupancies; Dwelling houses; Food and drink premises; Garden centres; Group homes; Home industries; Kiosks; Plant nurseries; Roads; Roadside stalls.

There are additional clauses in the LEP that need to be considered when identifying areas for potential large lot residential development. These include the following local and miscellaneous provisions:

- Clause 5.10 Heritage conservation
- Clause 5.11 Bush fire hazard reduction
- Clause 6.2 Flood planning

- Clause 6.3 Terrestrial biodiversity
- Clause 6.4 Riparian Land and Watercourses
- Clause 6.5 Salinity
- Clause 6.6 Airspace operations
- Clause 6.7 Essential services

Minimum Lot Sizes for Subdivision

The Deniliquin Local Environmental Plan (LEP) sets the minimum sizes for allotments in the Deniliquin LGA. The LEP contains a series of 'zones' which outline objectives for preferred development and set minimum lot sizes.

Table A 1 Minimum lot sizes for relevant rural and residential zones

Zone	Minimum Lot Size
RU1 - Primary Production	400 hectare
R5 - Large Lot Residential	1 hectare
R1 – General Residential	400 square metres
R5 - Large Lot Residential	1 hectare or 5,000m ² if connected to a reticulated sewage system

Section 9.1 Directions

Section 9.1 of the EP&A Act provides that any direction of the Minister is to be taken into account in the preparation of a planning proposal. There are a number of Ministerial Directions that would be relevant to rezoning of land for large lot residential purposes and are therefore addressed in this strategy. These include:

Employment and Resources

Rural Zones

The objective of the direction is to protect the agricultural production value of rural land. It applies when a planning authority prepares a planning proposal that will affect land within an existing or proposed rural zone.

The direction requires the planning authority to:

- *Not rezone land from a rural zone to a residential, business, industrial, village or tourist zone.*
- *Not contain provisions that will increase the permissible density of land within a rural zone (other than land within an existing town or village).*

Mining, Petroleum Production and Extractive Industries

The objective of this direction is to ensure that the future extraction of State or regionally significant reserves of coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.

This direction applies to all relevant planning authorities.

This direction applies when a relevant planning authority prepares a planning proposal that would have the effect of:

- *Prohibiting the mining of coal or other minerals, production of petroleum, or winning or obtaining of extractive materials.*
- *Restricting the potential development of resources of coal, other minerals, petroleum or extractive materials which are of State or regional significance by permitting a land use that is likely to be incompatible with such development.*

Rural Lands

The objectives of this direction are to protect the agricultural production value of rural land and facilitate the orderly and economic development of rural lands for rural and related purposes.

It applies when a planning authority prepares a planning proposal that will affect land within an existing or proposed rural or environment protection zone or that changes the minimum lots size on land within a rural or environment protection zone.

This direction requires the planning proposal to be consistent with twith any applicable strategic plan, including regional and district plans endorsed by the Secretary of the Department of Planning and Environment, and any applicable local strategic planning statement.

Environment and Heritage

Heritage Conservation

The objective of this direction is to conserve items, areas, objects and places of environmental heritage significance and indigenous heritage significance.

It applies when a planning authority prepares a planning proposal which must contain provisions that facilitate the conservation of:

- *Items, places, buildings, works, relics, moveable objects or precincts of environmental heritage significance to an area, in relation to the historical, scientific, cultural, social, archaeological, architectural, natural or aesthetic value of the item, area, object or place, identified in a study of the environmental heritage of the area.*

- *Aboriginal objects or Aboriginal places that are protected under the National Parks and Wildlife Act 1974.*
- *Aboriginal areas, Aboriginal objects, Aboriginal places or landscapes identified by an Aboriginal heritage survey prepared by or on behalf of an Aboriginal Land Council, Aboriginal body or public authority and provided to the relevant planning authority, which identifies the area, object, place or landscape as being of heritage significance to Aboriginal culture and people.*

Housing, Infrastructure and Urban Development

Residential Zones

The objectives of this direction are:

- *to encourage a variety and choice of housing types to provide for existing and future housing needs.*
- *to make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services.*
- *to minimise the impact of residential development on the environment and resource lands.*

It applies when a planning authority prepares a planning proposal that will affect land within an existing or proposed residential zone or any other zone in which significant residential development is permitted or proposed to be permitted.

This direction requires the planning proposal to:

- *include provisions that encourage the provision of housing that will:*
 - *broaden the choice of building types and locations available in the housing market*
 - *make more efficient use of existing infrastructure and services*
 - *reduce the consumption of land for housing and associated urban development on the urban fringe*
 - *be of good design.*
- *in relation to land to which this direction applies:*
 - *contain a requirement that residential development is not permitted until land is adequately serviced (or arrangements satisfactory to the Council, or other appropriate authority, have been made to service it)*
 - *not contain provisions which will reduce the permissible residential density of land.*

Hazard and Risk

Flood Prone Land

The objectives of this direction are:

- *to ensure that development of flood prone land is consistent with the NSW Government's Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005.*
- *to ensure that the provisions of an LEP on flood prone land is commensurate with flood hazard and includes consideration of the potential flood impacts both on and off the subject land.*

This direction applies to all relevant planning authorities that are responsible for flood prone land within their LGA. This direction applies when a relevant planning authority prepares a planning proposal that creates, removes or alters a zone or a provision that affects flood prone land.

Planning for Bushfire Protection

The objectives of this direction are:

- *to protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas.*
- *to encourage sound management of bush fire prone areas.*

This direction applies to all LGAs in which the responsible Council is required to prepare a bush fire prone land map under section 146 of the EP&A Act, or, until such a map has been certified by the Commissioner of the NSW Rural Fire Service, a map referred to in Schedule 6 of that Act.

This direction applies when a relevant planning authority prepares a planning proposal that will affect, or is in proximity to land mapped as bushfire prone land.

Deniliquin Development Control Plan 2016

Deniliquin DCP 2016 applies to the former Deniliquin LGA and generally includes provisions relating to residential and commercial development.

Strategic Framework

The Riverina Murray Regional Plan 2036

The Riverine Murray Regional Plan 2036 provides the NSW Government's strategy for growth and development of the Riverine Murray region of NSW for the next 20 years. The Riverine Murray region has been identified as a leading and highly diversified economy, with growing local job opportunities and sustainable communities. The region is acknowledged as one of Australia's premium agricultural areas leading the way in agricultural innovation and value-adding, and is leveraging advanced and automated technologies to maximise agribusiness diversification.

Edward River within the Riverina Murray region is home to approximately 8,962 persons accounting for 3 per cent of the Riverina Murray region. Despite the LGA's small population, the Edward River LGA supports both dryland and irrigated agriculture, with one of the most extensive high water irrigation areas in NSW. Significant production of rice and winter cereals, and sheep farming, as well as contributions from the service sector meant that the council area contributed an estimated \$387 million to the regions gross regional product in 2013.

The local centre of Deniliquin, provides education and health services to the greater council area, including early childhood to high school services, a TAFE campus and a hospital. Deniliquin's economy is underpinned by diverse irrigated and broad acre cropping and grazing and the operation of numerous merino sheep stations which produce fine wool. The Council area is seeking investment in food production, with opportunities to develop additional value-adding operations to maximise job retention and employment.

The plan described the key objectives for the Edward River region as follows:

- Develop Deniliquin into a thriving local centre through industry development and job creation to promote population growth.
- Ensure that irrigated land is appropriately zoned and protected from inappropriate development.
- Double the size of the visitor economy through new product development and promotion.
- Improve the council area's liveability and lifestyle opportunities.

The plan recognises that as the economy and population profile changes, so too will the demand for skilled workers, particularly in agribusiness and values-added manufacturing, and green technologies and products. Emerging industries such as nuts, aquaculture, tourism aviation and defence freight provide more diverse employment opportunities for social participation.

Within the plan, Deniliquin is identified as a strategic centre within the Edward River LGA for continued growth in the agribusiness sector by improving agribusiness (food production) sectors by improving and developing established and new industrial and commercial areas, delivering reliable telecommunications infrastructure to attract jobs, grow business and deliver e-programs for health and education.

For rural residential development the Plan highlights the importance of a consistent planning approach to identify suitable locations for new rural residential development to avoid fragmentation of productive agricultural land and protect high environmental values assets, cultural and heritage assets, or areas with important rural landscape values. Rural residential development should not increase pressure on infrastructure and services and should be located on land free from natural hazards. In this regard the plan identified the following actions under Direction 27:

Direction 27: Manage rural residential development

27.1 Enable new rural residential development only where it has been identified in a local housing strategy prepared by Council and approved by the Department of Planning and Environment.

27.2 Locate new rural residential areas

- In close proximity to existing urban settlements to maximise the efficient use of existing infrastructure and services, including roads, water, sewerage and waste services and social and community infrastructure.
- To avoid or minimise the potential for land use conflicts with productive, zoned agricultural land and natural resources.
- To avoid areas of high environmental, cultural and heritage significant, important agricultural land or areas affected by natural hazards.

27.3 manage land use conflict that can result from cumulative impacts of successive development decisions.

Policy for Sustainable Agriculture in New South Wales (1998)

The purpose of this Policy is to facilitate a coordinated approach to achieving an ecologically and economically sustainable agricultural sector in New South Wales.

One of the key issues that this Policy identifies is in relation to the integrated management and the need to facilitate consultation and cooperative action between industry, government, local authorities and community groups to enable agriculture to operate in an ecologically sustainable manner while meeting economic and social goals.

The objective of integrated management according to the DPI Policy for Sustainable Agriculture in NSW is:

Agricultural industries, communities and governments working together to achieve positive economic, environmental and social outcomes.

Specific strategies identified in relation to integrated management include:

- *Ensure collaboration in the development, implementation and review of plans, policies and legislation relating to agriculture.*
- *Ensure the equitable and efficient allocation of land and other natural resources between agriculture and other sectors of the community.*
- *Ensure land use planning is undertaken, where appropriate, in association with agriculture to avoid conflict that may jeopardise agriculture's sustainability.*

- *Identify land and farming methods best suited to specific agricultural industries and retain production options for those lands in the future.*
- *Adopt appropriate planning mechanisms to avoid future conflict over land use (e.g. competing demands for land for agricultural, residential and recreational uses).*

Deniliquin Flood Plain Management Study (1984)

The Deniliquin Flood Plain Management Study was adopted by the former Deniliquin Council in February 1984. Rankine & Hill Pty Ltd developed the Study which was at the time based on the States flood prone land policy. The policy recommends both structural and non-structural measures. The structural measures included flood mitigation dams, levees and channel improvements. The non-structural included town planning, flood warning and insurance.

A flood study was completed in 2014 for the Deniliquin LGA by WMA consulting.

Edward River at Deniliquin Flood Study (2014)

An updated flood study was completed for the former Deniliquin LGA in November 2014 that was aimed at determining design flood behaviour in the area and assessing the performance of the levee in Deniliquin and identifying flooding issues. Modelling showed that the 1% AEP flood peaks were similar to what was previously estimated but that a 1% AEP flood event would overtop the levee in North Deniliquin at three points. The updated design flood levels produced in this study superseded the previous 1984 assessment.

Assessment against State Environmental Planning Policies

State Environmental Planning Policy	Statement of Consistency
SEPP No. 15 – Rural Land-Sharing Communities	Not applicable.
SEPP No. 19 – Bushland in Urban Areas	Not applicable.
SEPP No 21 – Caravan parks	Caravan parks are a permissible use in Zone R5 Large Lot Residential.
SEPP (Coastal Management) 2018	Not applicable.
SEPP No 30 – Intensive agriculture	Intensive agriculture is a prohibited use in Zone R5 Large Lot Residential.
SEPP No 33 – Hazardous and offensive development	Any hazardous and offensive development in each of the candidate areas would need to be assessed on its planning merits.
SEPP No 36 – Manufactured home estates	Caravan parks are permitted with consent in the R5 zone in the Deniliquin LEP.
SEPP No 44 – Koala habitat protection	Not applicable.
SEPP No 52 – Farm dams and other works in land water management plan areas	There are no provisions in the Deniliquin LEP that contravene this SEPP. As Deniliquin is located within the identified Murray irrigation area this SEPP applies. An assessment of each candidate area potential impacts to the River Murray would be required as part of any planning proposal.
SEPP No 55 – Remediation of land	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP No 60 – Exempt and complying development	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP No 64 – Advertising and signage	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP No 65 – Design quality of residential flat development	Not applicable as flat development is a prohibited use in Zone RU5.
SEPP No 70 – Affordable housing (Revised Scheme)	Not applicable.
SEPP Building Sustainability Index: BASIX 2004	The Deniliquin LEP supports sustainable development and is consistent with this SEPP. Future building in each of the candidate areas could comply with this SEPP.

State Environmental Planning Policy	Statement of Consistency
SEPP Exempt and Complying Development 2008	The exempt and complying tables in the Deniliquin LEP have been carefully developed to be consistent with this SEPP.
SEPP Housing for Seniors and People with a Disability 2004	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP Infrastructure 2007	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP Major Development 2005	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP Mining, Petroleum Production and Extractive Industries 2007	Whilst prohibited in Zone RU5, any proposals for open cut mines or extractive industries would need to be assessed against the provisions of this SEPP.
SEPP Temporary Structures and Places of Public Entertainment 2007	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP Rural Lands 2008	The Strategy has been prepared in accordance with the principles outlined in SEPP Rural Lands.
SEPP Affordable Rental Housing 2009	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP (Educational Establishments and Childcare Facilities) 2017	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP (Vegetation in Non-Rural Areas) 2017)	There are no provisions in the Deniliquin LEP or recommendations from this Strategy that contravene this SEPP.
SEPP (Coastal Management) 2018	Not applicable.

Assessment against Ministerial Directions

Section 9.1(2) Direction		Relevant to Strategy	Consistent with the Direction	Justification
1. Employment and Resources				
1.1	Business and industrial zones	Not applicable		
1.2	Rural Zones	Yes	No – minor significance	Direction 1.2 allows a draft LEP to be inconsistent where inconsistency is of minor significance. This strategy supports the rezoning of rural land around Deniliquin and throughout the Edward River Region for large lot residential purposes.
1.3	Mining, Petroleum Production and Extractive Industries	Yes	Yes	Direction 1.3 applies as there are mineral resources within the Shire. The candidate areas would not impact upon any mineral resources in the Shire.
1.4	Oyster Aquaculture	Not applicable		
1.5	Rural Lands	Yes	Yes	<p>This Strategy supports the rezoning of rural land throughout the Edward River region in particular Deniliquin for large lot residential purposes. The candidate areas have been assessed against the Rural Planning Principles from SEPP Rural Lands 2008.</p> <p><i>Rural Planning Principles</i></p> <p>(a) Promotion and protection of opportunities for current and potential productive and sustainable economic activities in rural areas.</p> <p>The Deniliquin LEP allows a range of actions to protect sustainable activities in the rural zones of the region. This includes planning controls for intensive agriculture and small holding development in appropriate locations.</p> <p>(b) Recognition of the importance of agriculture and the changing nature of agriculture in the region.</p> <p>The value of agriculture to the Shire and local economies has been recognised in adopting the minimum lot size for the RU1 zone. The Deniliquin LEP promotes flexibility in permitting a wide range of rural land uses that can cater for change and emerging opportunities. This Strategy facilitates large lot residential opportunities on land not considered to be prime crop and pasture land.</p>

Section 9.1(2) Direction	Relevant to Strategy	Consistent with the Direction	Justification
			<p>(c) Recognition of the significance of rural land uses to the state and rural communities including social and economic benefits.</p> <p>The Deniliquin LEP identifies objectives that make the region distinctive and contribute to its competitive advantage. Rural land has been protected through the application of the RU1 zone and by limiting the encroachment of urban land into adjoining rural lands.</p> <p>(d) Balance the social, economic and environmental interests of the community.</p> <p>The candidate areas would allow for the development of large lot residential housing throughout the Edward River region in particular Deniliquin. These areas have been selected based on the detailed suitability and capability criteria outlined in Section 9.2. The provision of this form of housing provides for alternative lifestyle preferences to traditional residential or rural housing options.</p> <p>(e) Identification and protection of natural resources, maintaining biodiversity, protecting native vegetation and water resources and avoiding constrained land.</p> <p>The Strategy has considered potential impacts on natural resources, biodiversity, surface and ground water, on site waste water disposal in the identification of each candidate area.</p> <p>(f) The provision of opportunities for rural lifestyle, settlement and housing that contribute to the social and economic welfare of rural communities.</p> <p>Consideration has been given to the supply and demand for large lot residential land to ensure that realistic stocks are or can be made available to respond to legitimate demand for this land use.</p> <p>(g) Consideration of the impacts on services and infrastructure and appropriate location when providing for rural housing.</p> <p>Consideration has been given to services and infrastructure in the identification of additional land for large lot residential purposes.</p>

Section 9.1(2) Direction		Relevant to Strategy	Consistent with the Direction	Justification
2. Environment and Heritage				
2.1	Environment Protection Zones	Yes	Yes	The candidate areas have been located outside of the environmental protection zones. Sensitive ecologically land identified during the environmental investigations for each candidate area may require the imposition of an environment protection zones as part of any rezoning.
2.2	Coastal Protection	Not Applicable.		
2.3	Heritage Conservation	Yes	Yes	The candidate areas have been located outside of known heritage areas and artefacts.
2.4	Recreation Vehicle Areas	Not applicable		
3. Housing, Infrastructure and Urban Development				
3.1	Residential Zones	Yes	Yes	The candidate areas would allow for the development of large lot residential housing at Deniliquin. These areas have been selected based on the detailed suitability and capability criteria contained in Appendix E. Deniliquin LEP contains provisions compliant with this direction.
3.2	Caravan Parks and Manufactured Housing Estates	Yes	Yes	Caravan parks are permitted with consent in the R5 zone in the Deniliquin LEP.
3.3	Home Occupations	Yes	Yes	Home occupations are permitted without consent in the R5 zone in the Deniliquin LEP.
3.4	Integrated Land Use and Transport	Not Applicable.		
3.5	Development near Licensed Aerodromes	Yes	Yes	Each candidate areas is adequately separated from licenced aerodromes.
3.6	Shooting Ranges	Not Applicable.		
4. Hazard and Risk				
4.1	Acid Sulfate Soils	Not Applicable.		
4.2	Mine Subsidence and Unstable Land	Yes	Yes	The candidate areas have been located outside of known mine developments and mine subsidence can be developed in such a way to comply with this direction.
4.3	Flood Prone Land	Yes	No	The candidate areas can be developed in such a way to comply with this direction.
4.4	Planning for Bushfire Protection	Yes	Yes	The candidate areas can be developed in such a way to comply with this direction.

Section 9.1(2) Direction		Relevant to Strategy	Consistent with the Direction	Justification
5. Regional Planning				
5.1	Implementation of Regional Strategies		Revoked 17 October 2017	
5.2	Sydney Drinking Water Catchments		Not applicable.	
5.3	Farmland of State and Regional Significance on the NSW Far North Coast		Not applicable.	
5.4	Commercial and Retail Development along the Pacific Highway, North Coast		Not applicable.	
5.5	Development in the vicinity of Ellalong, Paxton and Millfield (Cessnock LGA)		Not applicable.	
5.8	Second Sydney Airport: Badgery's Creek		Not applicable.	
5.9	North West Rail Link Corridor Strategy		Not applicable.	

Section 9.1(2) Direction		Relevant to Strategy	Consistent with the Direction	Justification
5.10	Implementation of Regional Plans	Yes	Yes	<p>The objective of this direction is to give legal effect to the vision, land use strategy, goals, direction and actions contained in Regional Plans. The Riverina Murray Regional Plan 2036 applies to the Edward River LGA and specifically Deniliquin. The strategy is consistent with the vision to improve liveability and increase housing choice. The strategy is consistent with Direction 27 – Manage rural residential development, particularly, Action 27.2 – to locate rural residential areas:</p> <p>27.1 Enable new rural residential development only where it has been identified in a local housing strategy prepared by council and approved by the Department of Planning, Industry and Environment.</p> <p>27.2 Locate new rural residential areas:</p> <ul style="list-style-type: none"> • in close proximity to existing urban settlements to maximise the efficient use of existing infrastructure and services, including roads, water, sewerage and waste services and social and community infrastructure; • to avoid or minimise the potential for land use conflicts with productive, zoned agricultural land and natural resources; and • to avoid areas of high environmental, cultural and heritage significance, important agricultural land or areas affected by natural hazards. <p>27.3 Manage land use conflict that can result from cumulative impacts of successive development decisions.</p> <p>The strategy will form part of and inform Council's future local housing strategy. The Strategy proposes an evidence based, planned and methodological approach to future large lot residential development in Deniliquin and has considered and balanced all relevant actions within Direction 27 to identify suitable large lot residential sites that will appropriately meet market demands for this type of housing within Deniliquin.</p>
6. Local Planning Making				
6.1	Approval and Referral Requirements	Not applicable.		
6.2	Reserving Land for Public Purposes	Not applicable.		
6.3	Site Specific Provisions	Yes	Yes	The Strategy is considered consistent with this clause as it does not 'amend' a draft Planning instrument but rather identifies land for LEP amendments for specific sites to be prepared in the future.
7. Local Plan making		None applicable		

Appendix B – Constraint Layers



Paper Size ISO A4
 0 630 1,260 1,890 2,520
 Metres
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

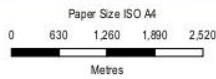
Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Settlement and Heritage

Figure B1

Date source: LPI: DCDB/DDB, 2017; OPE Land Zoning/Heritage, 2016; ERC: LGA boundary, 2015. Created by: fmsady

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS001_SettlementHeritage_0.mxd
 Print date: 13 Nov 2018 - 15:48



Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

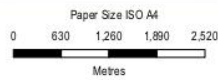
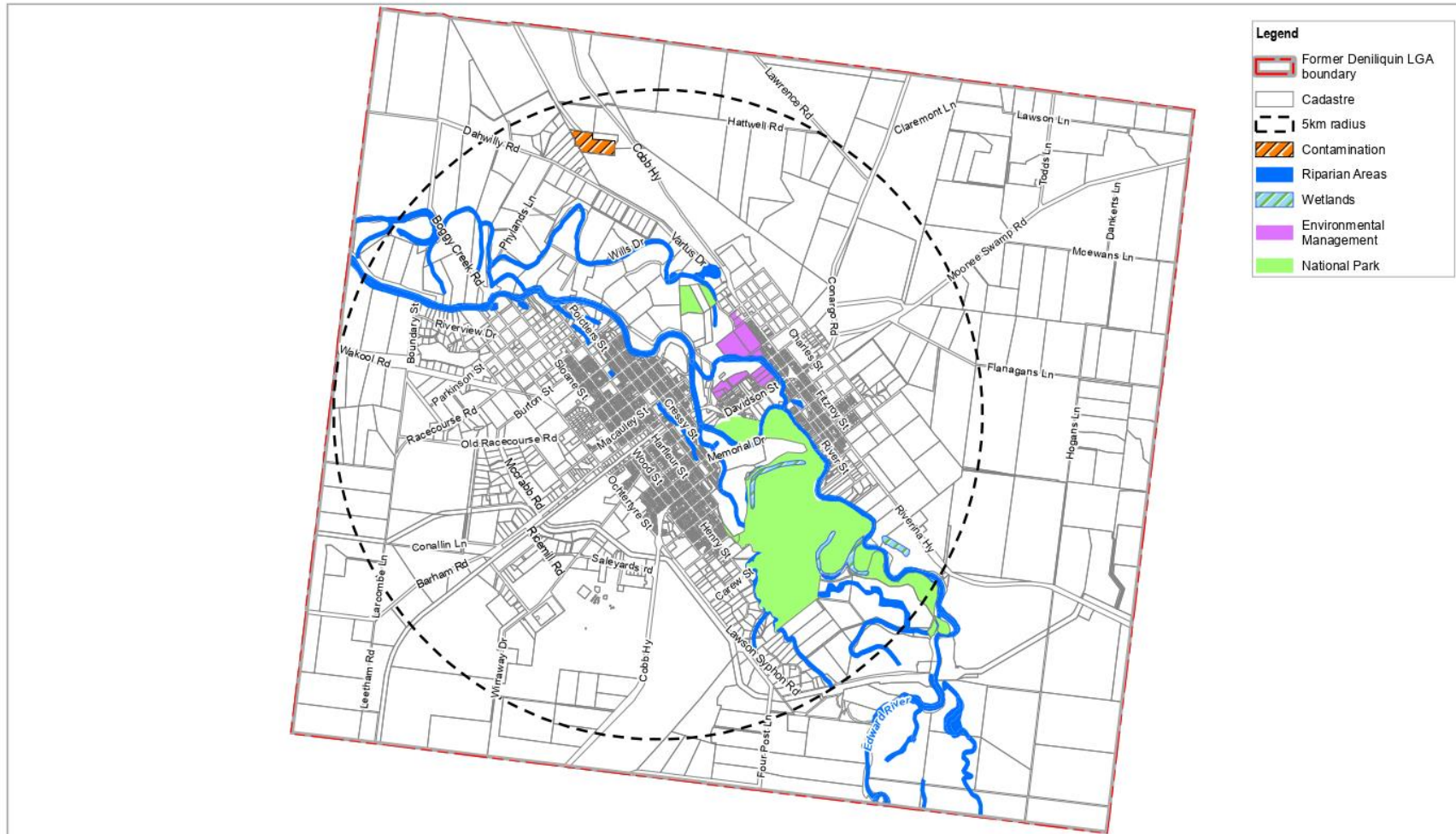
Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Environment - Biodiversity

Figure B2

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS02_Environment\Biodiversity_0.mxd
 Print date: 13 Nov 2018 - 15:48

Data source: LPI; DCOB\DT08; 2017; ERC LGA boundary, Biodiversity, 2015. Created by: fmaxday



Map Projection: Transverse Mercator
Horizontal Datum: GDA 1994
Grid: GDA 1994 MGA Zone 55



Edward River Council
Deniliquin Rural Residential Strategy

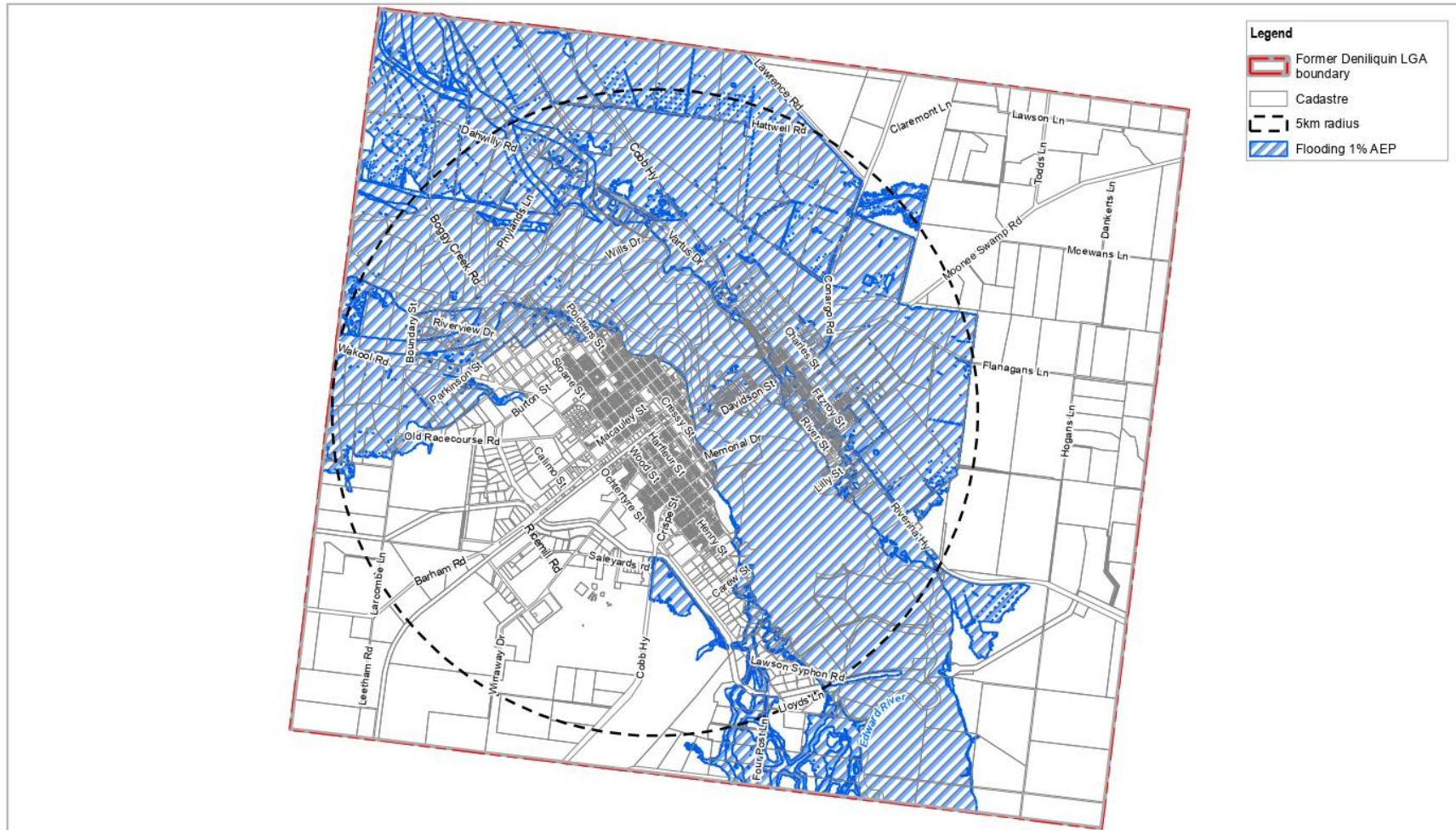
Project No. 22-19608
Revision No. 0
Date 13 Nov 2018

Environment - Conservation Areas

Figure B3

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS03_EnvironmentConservation_0.mxd
Print date: 13 Nov 2018 - 15:48

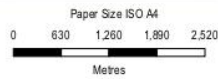
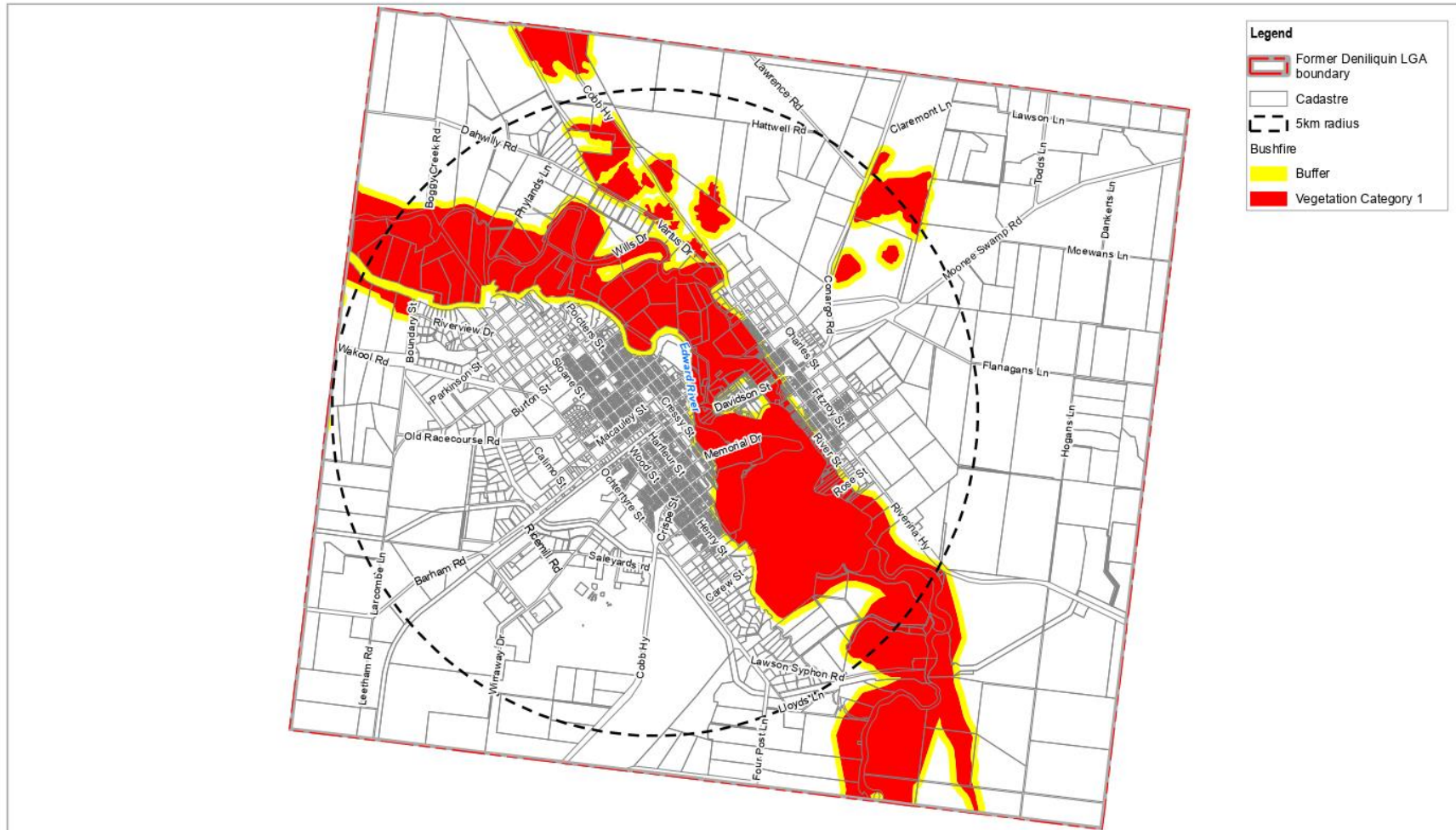
Data source: LPI: DCOB\DTDB, 2017; BRC: LGA\boundary, Conservation, 2015. Created by: fmasday



G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS004_Environment\Flooding_0.mxd
 Print date: 13 Nov 2018 - 15:48

Data source: LPI: 0009/0708, 2017; ERC: LGA boundary, Flooding, 2015. Created by: Inadray

Figure B4



Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Environment - Bushfire

Figure B5

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS005_Environment\Bushfire_0.mxd
 Print date: 13 Nov 2018 - 15:48

Data source: LPI DCD\B\TDB, 2017, ERC LGA boundary, Bushfire, 2015. Created by: fmaday



Paper Size ISO A4
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 Metres
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Buffers and Development Limitations

Figure B6

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS000_Infrastructure_0.mxd
 Print date: 13 Nov 2018 - 15:48

Data source: LPI: DCOB\DT0B, 2017; BRC LGA boundary, Infrastructure, 2015. Created by: fmsady



- Legend**
- Former Deniliquin LGA boundary
 - Cadastre
 - 5km radius
 - Rural Industry
 - Rural Industry Buffer
 - Intensive Livestock Industry
 - Intensive Livestock Industry Buffer

Paper Size ISO A4
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 Metres
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

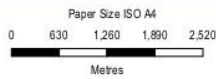
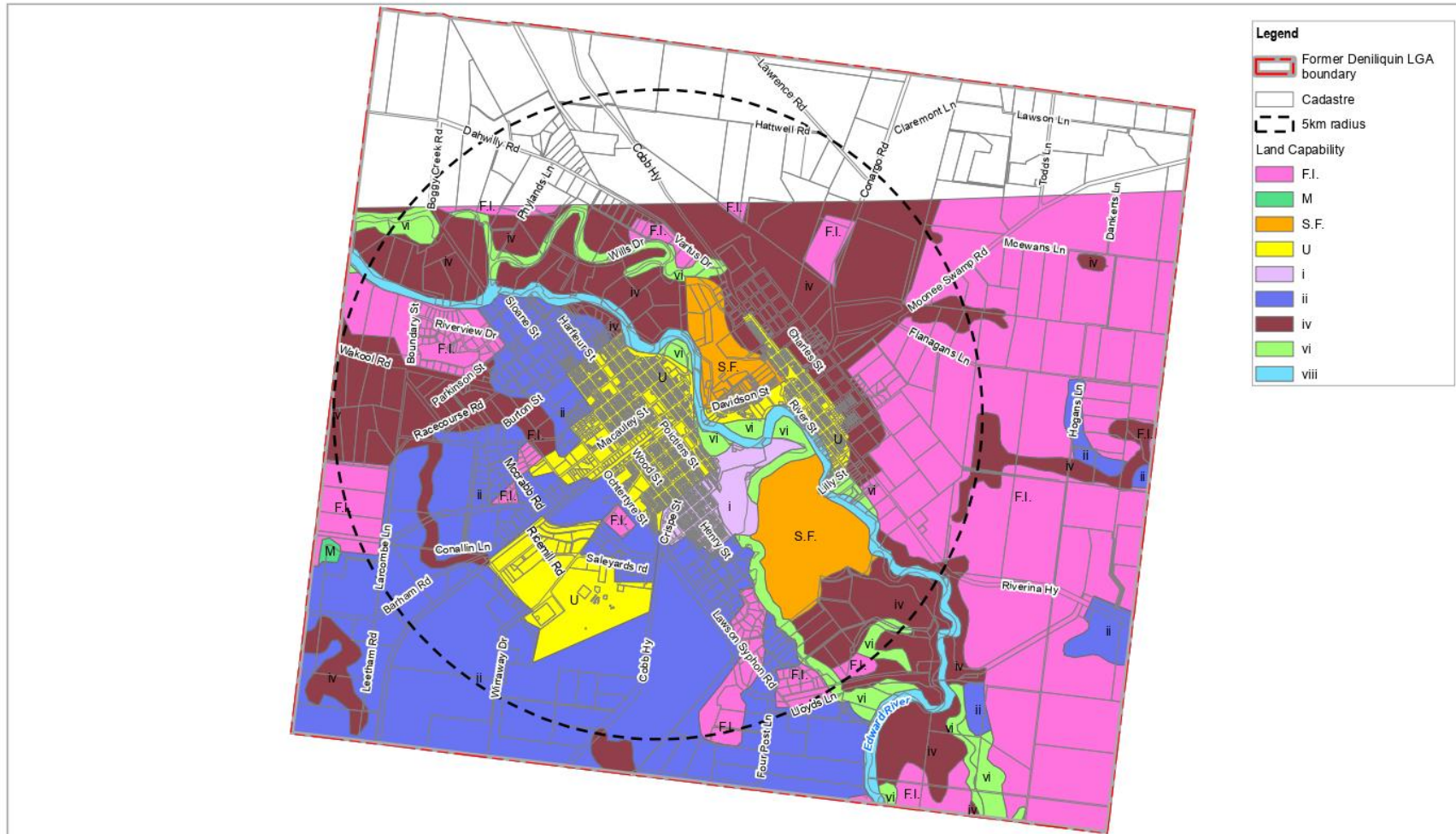
Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Rural Industries and
 Intensive Livestock Industry

Figure B7

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS207_Industries_0.mxd
 Print date: 13 Nov 2018 - 15:48

Data source: LPI, DCCB/DTOB, 2017, ERC, LGA boundary, Industries, 2015. Created by: fmaday



Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Physical - Land Capability Classes

Figure B8

Data source: LPI; OCCBOT08; 2017; ERC; LGA boundary; Land Capability; 2015. Created by: Inadray

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS008_Physical Land Capability_0.mxd
 Print date: 13 Nov 2018 - 15:49



Former Deniliquin LGA boundary
 Cadastre
 5km radius
 Slope %
 0 - 0.2
 0.2 - 0.5
 0.5 - 1
 1.0 - 2.0
 2.0 - 5
 5.0 - 15.4

Paper Size ISO A4

0 630 1,260 1,890 2,520

Metres

Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Physical - Slope

Figure B9

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS009_Physical Slope_0.mxd
 Print date: 13 Nov 2018 - 15:49

Data source: LPI; DCD80TDB; 2017; ERC; LGA boundary; Slope; 2015. Created by: fmsday



Paper Size ISO A4
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 Metres
 Map Projection: Transverse Mercator
 Horizontal Datum: GDA 1994
 Grid: GDA 1994 MGA Zone 55



Edward River Council
 Deniliquin Rural Residential Strategy

Project No. 22-19608
 Revision No. 0
 Date 13 Nov 2018

Rural Residential Holdings

Figure B10

G:\22-19608\GIS\Maps\Deliverables\Rural Residential Strategy\2219608_RRS010_RuralResidential_0.mxd
 Print date: 13 Nov 2018 - 15:49

Data source: LPI: OCDB/OTDB, 2017; ERC: LGA boundary, Rural Residential Holdings, 2015. Created by: Imadkay



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https://projects.ghd.com/oc/newcastle1/deniliquinruralresid/Delivery/Documents/2219608_REP_Deniliquin%20Rural%20Residential%20Strategy%20Review.docx

Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
0	A Tobin, A West	S Lawer		S Lawer		Sep 19

www.ghd.com

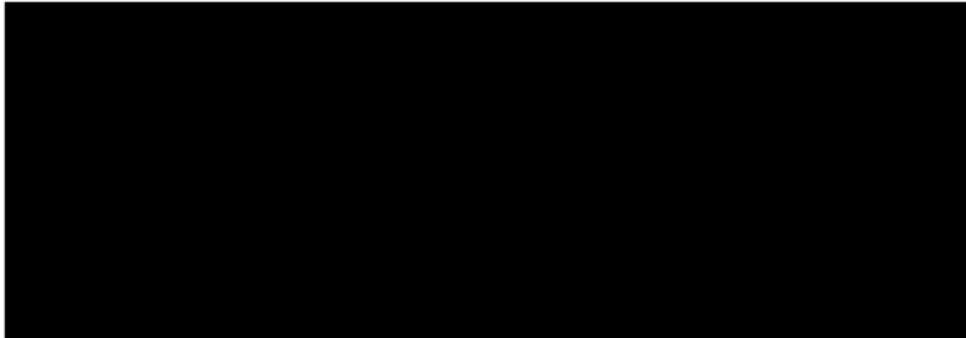




15/05/2019

Dear Julie
Manager environmental services
Edward River Council

We would like to strongly object to the back zoning of all our properties on Finley Rd and Coborro St Deniliquin as per your Draft Rural Residential Strategy April 2019. The property in question was purchased by ourselves to develop. We have full intention to develop this land as it is the major part of our superannuation strategy. The back zoning would not only devalue our land but also put a large hole in our superannuation funds strategy. As our land is closer to town than other rural residential houses and blocks (a new house being built 200m away on a block as we speak) Proving that on the other side of the highway heading east on the same road out of town there is growth. So why would you want to rezone an area that is going ahead ?. Does not make sense at all.



EDWARD RIVER
COUNCIL
24 MAY 2019
RECEIVED BY RECORDS



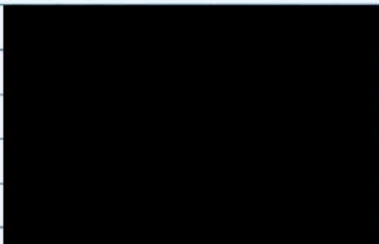
Edward River Council
180 Cressy Street
Remiŕiquin.

Re Draft Rural / Residential
12 CONALLIN LANE

Dear Julie

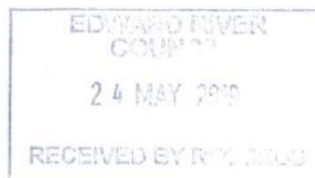
After discussion with yourself we advise we object strongly to the Back zoned changes, for our property.

We feel as our property is so close to town that in the long term maybe beneficial as residential land.





Adam McSwain
General Manager
PO Box 270
Deniliquin, NSW, 2710



21st May 2019

Dear Adam,

Laurel Lyons and I of 144 Racecourse Rd Deniliquin would like to put a submission into council regarding the Draft Rural Residential Strategy. After reading the draft report we have considered that we will be disadvantaged as a result if the council proceeds with this strategy.

We have been advised by Temora Real Estate Company Miller and James (a bias Real Estate Company outside of Deniliquin) that the rezoning of our property would reduce the properties reselling price. We have great concerns that if we go to sell the property we could lose money. The Real Estate have actually estimate that loss would be anything up to \$50,000 of the asset.

Laurel and I have purchased this property 5 years ago. Within those years we have also considered sub-dividing our property into 5000m². This would be a good benefit for our investment. I have noted that the property next to ours belongs to J Shand. Jeff has divided up his property into 5000m² or larger lots. We have contemplated the same proposal but are waiting on the sale of some of his properties and await if he has brought his sewer line to his properties as yet.

As I have been advised by council staff and councillors that they are strategizing about bringing more businesses into town in form of rail and airport hubs for freight. The more business into town the better the community survives. If the rice mill reopens fully we would need more housing land than what has been predicted in this report to 2036.

If you would like further clarification on any points above please don't hesitate in contacting me on 0417708353.

I await a reply to my correspondence, thank you.



Department of
Primary Industries

OUT19/7674

7 June 2019

Julie Rogers
Manager Environmental Services
Edward River Council
PO Box 270
Deniliquin NSW 2710

Dear Julie,

Edward River Council - Draft Deniliquin Rural Residential Land Use Strategy

Thank you for the opportunity to provide further comment on the above strategy. The NSW Department of Primary Industries (NSW DPI) Agriculture provides advice to consent authorities about the protection and growth of agricultural industries and the resources upon which these industries depend to provide economic growth.

NSW DPI has reviewed the Edward River Council proposed strategy based on the Riverina Murray Regional Plan Direction 1: Protect the region's diverse and productive agricultural lands, specifically in relation to protecting agricultural land and industries from land use conflict and fragmentation.

DPI Agriculture agrees with the range of criteria used but has assessed the current RU1 zone sites proposed in the strategy through different priorities:

1. Supports the rezoning of these parcels of land for Rural Residential given their proximity to the Deniliquin town centre.
2. Does not support the identification of land outside of the 5k radius as highly suitable due to raised expectations for future proposals.
3. Requires further justification of Priority 5 (value of agriculture over value of aesthetic values) if it was a critical factor in determining proposed sites.
4. Requires final consideration of the Area 2 proposal to include the proponent completing a Land Use Conflict Risk Assessment so that the existing intensive livestock development is not disadvantaged and land use conflicts are minimised. See guide at:
<https://www.dpi.nsw.gov.au/agriculture/lup/development-assessment2/lucra>
5. Requires the proposal to rezone some RR5 land to consider whether E3 or RU2 would be more appropriate than RU1 given the proximity to current residential areas.

Please note that the new Primary Production and Rural Development SEPP should now apply

Should you require clarification on any of the information contained in this response please contact Agricultural Land Use Planning Officer Lilian Parker on (02) 69381906.

Yours sincerely

A handwritten signature in black ink that reads 'Lilian Parker'.

Lilian Parker
Agricultural Land Use Planning
Department of Primary Industries

NSW Department of Primary Industries - Agriculture
Locked Bag 21, Orange NSW 2800 | 161 Kite St, Orange NSW 2800
Tel: 02 6391 3369 | Email: landuse.ag@dpi.nsw.gov.au | www.dpi.nsw.gov.au | ABN: 72 189 919 072

9.16 ENVIRONMENTAL SERVICES REPORT (AUGUST 2019)

Author: Julie Rogers, Manager Environmental Services

Authoriser: Adam McSwain, General Manager

RECOMMENDATION

That Council note the Environmental Services report (Attachment 1) for August 2019.

BACKGROUND

Attachment 1 is the Environmental Services report for August 2019.

ISSUE/DISCUSSION

N/A

STRATEGIC IMPLICATIONS

N/A

COMMUNITY STRATEGIC PLAN

N/A

FINANCIAL IMPLICATIONS

N/A

LEGISLATIVE IMPLICATIONS

N/A

ATTACHMENTS

1. Environmental Services Report (August 2019)



Current Applications at 31 August 2019					
Application	Property Description	Applicant	Proposal	Date Rec'd	Status
Development Applications/Construction Certificates					
CC 55/14	Lot 272 DP756325, 234 Barham Road, Deniliquin 10/11/14	Jamie Park/JNP Architecture & Associates Pty Ltd	Erection of a shed for use as 'rural industry' (maintenance & construction shed for the proposed ethanol plant)	10/11/14	Awaiting advice from the applicant
DA 2/17	Lots 11 & 12 DP1018080, 475-477 George Street, Deniliquin 11/01/17	Murray Constructions	Replacement of existing concrete retaining walls including an extension of jetty	11/01/17	Awaiting advice from applicant
DA 28/18	Lot 174 & 210, DP756305, 218 Campbells Road, "Wyoming" Mayrung	CAF Consulting Services Pty Ltd	3,500 head dairy cattle feedlot	07/06/2018	Awaiting advice from applicant re addressing requirements of EPA and OEH
DA 16/15/ A	Lot 5, DP720227 & Lots 8, 22, 30, 31, 33, 34, 35, 36, 61, 72, DP756268, Conargo Road, Deniliquin	FS Falkiner & Sons Pty Ltd	Modification to the existing feedlot approval of 5,000 head of cattle & 15,000 head of sheep (7055 scu) to 5,000 head of cattle & 15,000 head of sheep of up to 8,000 head of cattle with no sheep or varying numbers of cattle & sheep to a maximum of 7,458 scu.	13/07/2018	Awaiting advice from applicant re addressing requirements of OEH
DA 41/18	Lot 26, DP877116, 81 Boundary Street, Deniliquin	Caitrin Watson	Installation of rural workers dwelling – which allows for 4 bedrooms / ensuites	1/08/2018	Awaiting advice from applicant



Edward River
COUNCIL

DA 64/18	Lot 153, DP756325, 154 Pakenham Street, Deniliquin	Andrew and Kim Barry	7 lot subdivision	16/10/2018	Awaiting advice from applicant
DA 71/18 CC 41/18	Lot 2, DP1135369, 265-271 Barham Road, Deniliquin	Jason O'Connor	Shed	1/11/2018	Awaiting advice from applicant
DA 77/18	Lot 1, & 3 DP1235420 & Lot 5 DP1220715, 227 Cemetery Road & 179-183 Cemetery Road, Deniliquin	Deni Industrial Park Pty Ltd	Staged development Stage 1: Railway freight terminal Stage 2: 13 lot subdivision	4/12/2018	Awaiting advice from applicant/ VicTrack
CC 44/18	Lot 1, Section 208, DP758913, 46-58 Edwardes Street, Deniliquin	Tim Nolan	Multi Arts Centre Kitchen Extension	23/11/2018	Awaiting advice from applicant
DA 80/18 CC 49/18	Lot 7, DP788285, 158 Old Racecourse Road, Deniliquin	Grant Frazer	Shed	19/12/2018	Awaiting advice from applicant
DA 33/19	Lot 3 DP537791, 812 Old Morago Road, Morago	Ecotech Energy	Install 99kw ground mount solar PV system	14/06/2019	Awaiting advice from applicant
DA 39/19	Lot 8 & 12, 13-15 Butler Street, Deniliquin	Frank and Dianne Rinaldi	7 lot community title subdivision	16/07/2019	Under assessment
S96 8/19 A	Lot 7706 DP1023780, Conargo Road, Conargo	Conargo and District Campdraft Club Inc.	Modification to DA 8/19 to change the applicants name and to include camping on site	16/07/2019	Under assessment
DA 41/19	Lot 11, 12, 13 DP1123768 & Lot 2 Sec 36 DP758782, 219 & 221 Wanderer Street & 334-342 Wanderer Street, Deniliquin	Brandrick Architects	Development of existing Edward River Council Deniliquin North Depot, proposed additional shedding, renovation of existing staff	6/08/2019	Awaiting advice from applicant



			accommodation and extension to staff / visitor carparking		
DA 44/19	Lot 73 DP44517, 8398 Pretty Pine Road, Moulamein	Price Merrett Consulting	2 lot subdivision	27/08/2019	Under assessment
Complying Development Certificates					
-	-	-	-	-	-
S68 Applications					
S68 2/19	Lot 1 DP1132408, 1 Butler Street, Deniliquin	Adam Rose	Extension to existing cabin	15/02/2019	Awaiting advice from applicant
S38 13/19	Lot 125 DP1118059, 167 Cobb Highway, Deniliquin	Terry Cavanagh	Operate a caravan park (renew application)	26/07/2019	Under assessment



Applications Determined August 2019				
Application	Property Description	Applicant	Development	Amount
DA 25/19 CC 16/19	Lot 3 DP583159, 348 Harfleur Street, Deniliquin	O'Halloran Property Services	Residential shed	17,000.00
DA 32/19	Lot 2 DP430062, 27 Lloyds Lane, Deniliquin	Dion Hearn	Stage 1: Shed extension and spray booth Stage 2: Shed extension Both for the purpose of vehicle body repair workshop	18,000.00
DA 37/19 CC 26/19	Lot A DP359262, 409 Wood Street, Deniliquin	Simonds Homes	New single dwelling	356,943.00
DA 40/19 CC 29/19	Lot 36 Sec 78 DP979186, 98 Crispe Street, Deniliquin	Mark Wilson	Demolish existing dwelling and construct new dwelling	300,000.00
DA 43/19 CC 30/19	Lot 19 DP1094383, 9 Chamberlain Court, Deniliquin	Justin Hatfield	Inground swimming pool and child resistant barrier	39,380.00
S96 CDC 7/19 A	Lot 51 DP599550, 6 Holden Court, Deniliquin	Denbrok Constructions	Modification - dwelling alterations and additions	0.00
CC 21/19	Lot 2 DP1174509, 258 Harfleur Street, Deniliquin	Denbrok Constructions Pty Ltd	Dual occupancy	437,900.00
DA 42/19	Lot 10 DP756350, 274 Stud Park Road, Deniliquin	Mr Bruce Simpson C/- Brian Mitsch & Associates	2 lot subdivision	0.00

Processing Times for August 2019		
Application Type	Mean Gross Days	Mean Net Days
DA	40	27



Mod (S96) of DA & DA/CC	-	-
CDC	4	4
CC	41	41
S68 Applications	25	25

Value and Number of Applications Determined 2018 and 2019								
Month	DAs 2018	DAs 2019	CDCs 2018	CDCs 2019	S68 2018	S68 2019	Value 2018	Value 2019
January	3	5	0	1	0	0	\$96,900	\$608,750
February	8	3	2	1	3	0	\$753,100	\$397,819
March	3	4	5	0	1	2	\$1,560,188	\$287,580
April	6	9	4	2	1	1	\$522,400	\$181,439
May	6	13	2	2	2	0	\$119,300	\$864,100
June	8	6	3	0	1	3	\$1,062,899	\$895,990
July	6	7	3	2	3	1	\$624 300	\$1 287 030
August	6	6	3	1	1	1	\$872 810	\$731,323
September	5		4		4		\$709,435	
October	5		1		1		\$1,081,700	
November	6		5		1		\$484 138	
December	10		5		3		\$1,745,950	
TOTALS	72	53	37	9	21	8	\$9,633,120	\$5 254 031

Note: numbers of application determined does not include construction certificates, modifications and applications determined by private certifiers. Value of application determined does not include the value of work for s68 applications.



Section 149 Certificates/Sewerage Drainage Diagrams	
Planning certificates	20
Sewerage drainage diagrams	10

Swimming Pool Inspection Program			
Month	1 st Inspection	2 nd Inspection	3 rd Inspection
August	7	-	-



Ranger's Report – August 2019			
Companion Animals			
	Cats	Dogs	Other
Animals seized/surrendered	4	20	
Animals released to owner	0	9	
Animals euthanised	2	3	
Animals rehomed	0	3	
Dogs declared dangerous / menacing	0	0	
Animals still impounded	2	3	
Animals microchipped by Council	0	4	
Animals microchipped by Council (Desexing program 1 st round)	4	6	
Animals microchipped by Council (quarterly free chipping week)	0	0	
Animals registered	6	19	
Animal registration notices sent	1	25	
Animal fines	0	2	
Clean Up Notices			
Property clean up notices	2		
Illegal dumping	0		
Parking			
Parking fines	0		
Parking patrols completed	0		
Impoundment (Impounding Act 1993)			
Vehicles	0		
Livestock	0		
Euthanised Wildlife	2 injured kangaroos		

Dog Attacks

Date	Details	Victims	Outcome
-	-	-	-



Dog Attacks 2018 and 2019

Month	No. of Incidents		No. of Attacking Dogs		No. of Victims	
	2018	2019	2018	2019	2018	2019
January	2	4	4	4	3	11
February	1	1	1	2	1	1
March	-	1	-	1	-	4
April	2	1	2	1	2	1
May	2	2	2	3	2	7
June	5	2	8	2	16	9
July	4	4	6	6	7	4
August	1	0	1	0	1	0
September	1		2		1	
October	4		7		4	
November	4		6		11	
December	2		3		3	
TOTAL	28	15	42	19	51	37

9.17 EDWARD RIVER COUNCIL - DRAFT INVESTMENT ATTRACTION AND EXPANSION POLICY

Author: Michelle Cobb, Manager Tourism & Economic Development

Authoriser: Adam McSwain, General Manager

RECOMMENDATION

That Council:

1. Exhibit the Draft Edward River Council Investment Attraction and Expansion Policy, Attachment 1, for a period of 28 days
2. Note that the Assessment Matrix, Attachment 2, will remain a confidential document for Council to use when assessing applications
3. Receive a further report upon the completion of the exhibition period

BACKGROUND

Edward River Council can play an important role in facilitating business growth and attracting investment into the Edward River region. Council's continued focus is on the creation of new jobs and economic growth; and promoting the Edward River Region as a strategic business and investment location.

Council has drafted an Investment Attraction and Retention Policy to assist in the attraction of new business investment; and the retention and significant expansion of existing businesses that will:

- Create significant Full Time Equivalent (FTE) new jobs and investment;
- Value-add through enhanced supply chains;
- Generate growth within key strategic industries and locations;
- Demonstrate innovation and environmental sustainability; and
- Diversify and make the local economy more sustainable.

The purpose of the policy is to encourage new business investment or significant expansion of existing businesses in the Edward River Council area. It outlines the services available from Council to potential investors, business owners and operators

ISSUE/DISCUSSION

Council is committed to the creation, retention and development of business and employment opportunities within the Local Government Area (LGA) and continues to encourage business investment and development. Council can offer incentives for development through various financial assistance mechanisms and personalised assistance to businesses.

The level of possible incentives available is influenced by the degree of economic, social and environmental benefits which the development will bring to the LGA, and the businesses ongoing and independent sustainability. Any assistance is at the absolute discretion of Council.

To be considered for assistance an applicant must demonstrate that the development will provide either significant net economic benefits through employment creation or retention, direct financial benefits to Council through additional income or reduced costs, social benefits through the improvement of community infrastructure (such as roads or recreational facilities) or environmental benefits through reduced greenhouse gas emissions or waste management.

The applicant must also demonstrate to Council that it:

- Has a robust business plan
- Has a strong supplier base and/or economic links in the local area
- Is financially sound and is sustainable in the medium to long-term

- Demonstrates a long-term commitment to the region

1.

Retrospective assistance, for developments that have already received planning approval or have commenced, will not be available.

Levels of Assistance

The level of assistance to be offered is dependent on the extent to which any new project meets the Project Benefit Assessment Criteria. Projects may qualify for elements of either the Financial Incentive Program or the Investment Assistance Program or both. Businesses may be eligible for an investment incentive for a period of three years or up to five years in exceptional circumstances. A matrix has been developed to enable officers to assess the economic, social and environmental benefits to the LGA.

Investment Incentives and/or Assistance

1. Financial Incentive Program

This assistance is designed for businesses creating significant Full Time Equivalent (“FTE”) positions and at the absolute discretion of Council, based on the merit of individual applications.

The range of assistance that may be provided includes, but may not be limited to:

- Waiving or discounting development application fees;
- Deferred payment of developer contributions and/or infrastructure charges and/or headworks
- Free assessment of trade-waste discharge requirements;
- Attractive vendor terms on purchase of Council owned industrial or residential land;
- Discounted sale price on multiple lot purchases of Council owned industrial land;
- Up to fifty percent of rates waived for a period of three years or up to five years in exceptional circumstances; and
- Other financial incentives considered appropriate in the circumstances.

2. Investment Assistance Program

A key point of contact to advise and facilitate:

- Dedicated business assistance officer to act a single point of contact;
- Property location assistance;
- Guided familiarisation tour;
- Statutory planning including rezoning and subdivision;
- Council infrastructure requirements;
- Health and building assessments;
- Natural resources management;
- Compliance and local laws advice;
- Waste and wastewater management;
- Opportunity to present details of the project to Councillors and Council employees;
- Meetings with key State and Federal government departments;
- Contacts with key utility providers, property and employment agencies and business networks; and
- Provision of relevant documentation and reports including regional and site-specific maps, plans and strategies.

STRATEGIC IMPLICATIONS

The Investment Attraction and Expansion Policy supports the implementation of the following strategic plans:

- Edward River Council Community Strategic Plan 2018-2030
- Edward River Council Economic Development Strategy 2017-2021
- Riverina Murray Regional Plan 2036

COMMUNITY STRATEGIC PLAN

The creation of jobs, retaining and developing a skilled workforce and facilitating business attraction and expansion in the Edward River Region aligns with Edward River Council's community Strategic Plan - Outcome 2 – A prosperous and vibrant economy.

FINANCIAL IMPLICATIONS

The financial implications of each application will be assessed and presented to Council on a case by case basis as per the Draft Investment Attraction and Expansion Policy guidelines.

LEGISLATIVE IMPLICATIONS

All applications under this policy will be considered with reference to the appropriate legislative framework.

ATTACHMENTS

1. **Draft Edward River Council Investment Attraction and Expansion Policy**
2. **Draft Investment Attraction Assessment Matrix - Confidential**



Investment Attraction and Expansion Policy

Council Policy
Office of the General Manager
Manager Community and Economic Development

POLICY SCOPE

This Policy applies to all applications received from businesses seeking assistance and/or financial incentives from Edward River Council.

POLICY PURPOSE

Edward River Council can play an important role in facilitating business growth and attracting investment into Deniliquin and the Edward River region. Council's continued focus is on the creation of new jobs and economic growth; promoting the Edward River Region as a business and investment location;

The purpose of this policy is to encourage new business investment or significant expansion of existing businesses in the Edward River Council area. It outlines the services available from Council to potential investors, business owners and operators

POLICY STATEMENT

Council is committed to the creation, retention and development of business and employment opportunities within the Local Government Area and continues to encourage business development

Council can offer incentives to development through various assistance mechanisms and personalised assistance to businesses.

The level of possible incentives available is influenced by the degree of economic, social and environmental benefits which the development will bring to the Local Government Area, and the businesses ongoing and independent sustainability. Any assistance is at the absolute discretion of Council.

POLICY OBJECTIVES

To assist in the attraction of new business investment and the retention and significant expansion of existing businesses that will:

- Create significant Full Time Equivalent (FTE) new jobs and investment;
- Value-add through enhanced supply chains;
- Generate growth within key strategic industries and locations;
- Demonstrate innovation and environmental sustainability; and
- Diversify and make the local economy more sustainable,

PROCEDURE

General Principles

To be considered for assistance an applicant must demonstrate that the development will provide either significant net economic benefits through employment creation or retention, direct financial benefits to Council through additional income or reduced costs, social benefits through the improvement of community infrastructure (such as roads or recreational facilities) or environmental benefits through reduced greenhouse gas emissions or waste management.

The applicant must also demonstrate to Council that it:

- Has a robust business plan
- Has a strong supplier base and/or economic links in the local area



Investment Attraction and Expansion Policy

Council Policy
Office of the General Manager
Manager Community and Economic Development

- Is financially sound and is sustainable in the medium to long-term
- Can demonstrate a long-term commitment to the region

Retrospective assistance, for developments that have already received planning approval or have commenced, is not available.

Levels of Assistance

The level of assistance to be offered is dependent on the extent to which any new project meets the Project Benefit Assessment Criteria. Projects may qualify for elements of either the Financial Incentive Program or the Investment Assistance Program or both.

Investment Incentives and/or Assistance

1. Financial Incentive Program

This assistance is designed for businesses creating significant Full Time Equivalent ("FTE") positions and at the absolute discretion of Council, based on the merit of individual applications.

The range of assistance that may be provided includes, but may not be limited to:

- Waiving or discounting development application fees;
- Deferred payment of developer contributions and/or infrastructure charges and/or headworks
- Free assessment of trade-waste discharge requirements;
- Attractive vendor terms on purchase of Council owned industrial or residential land;
- Discounted sale price on multiple lot purchases of Council owned industrial land;
- Up to fifty percent of rates waived for a period of three years or up to five years in exceptional circumstances; and
- Other financial incentives considered appropriate in the circumstances.

2. Investment Assistance Program

A key point of contact to advise and facilitate:

- Dedicated business assistance officer to act a single point of contact;
- Property location assistance;
- Guided familiarisation tour;
- Statutory planning including rezoning and subdivision;
- Council infrastructure requirements;
- Health and building assessments;
- Natural resources management;
- Compliance and local laws advice;
- Waste and wastewater management;
- Opportunity to present details of the project to Councillors and Council employees;
- Meetings with key State and Federal government departments;
- Contacts with key utility providers, property and employment agencies and business networks;
- Provision of relevant documentation and reports including regional and site-specific maps, plans and strategies; and
- Assistance with funding applications excluding Council-provided grants.



Investment Attraction and Expansion Policy

Council Policy
Office of the General Manager
Manager Community and Economic Development

Businesses may be eligible for an investment incentive for a period of up to three years or five years in exceptional circumstances.

Application and Assessment Process

Applications for direct financial assistance through Council's Financial Incentive Program Scheme are to be made formally through an application process. Projects will undergo a rigorous assessment to ensure only eligible projects that will provide a net economic and community benefit to the Edward River Council are assisted.

Criteria

The following criteria will be evaluated by Council and must be addressed in the application and supported by a robust business case:

- The nature of the business;
- Employment generation (FTE jobs);
- Growth potential of the business;
- Level of capital investment;
- A strong supply base or economic links in the local area;
- Financial stability - the business is sustainable in the medium to long term;
- Demonstrates a long-term commitment to the region
- Timing for development;
- Environmental impacts of the development; and
- Evidence of experience in or completion of similar developments; and
- The potential for economic diversification in the LGA

All applications are referred to the Manager Community and Economic Development assessed as follows:

- Applications are assessed by a panel consisting Manager Economic Development, Manager Environmental Service and Manager Engineering and Assets; and determined by Council after considering a recommendation from the Executive Management Team.
- Applications are ranked using a quantitative and qualitative ranking matrix developed for this purpose.
- Each application is assigned a score based on the degree of economic, direct financial, social, and environmental benefit.

Any business considered eligible for the receipt of assistance is required to enter into a funding agreement with Council which commits the business to agreed targets relating to the benefits to be derived. Prior to the assistance being provided, the recipient is required to provide evidence that the targets have been met.

Generally, Council discloses any special development assistance provided to a developer after negotiations have concluded and Council has made its final decision.

However, where the developer has submitted a written request that information relating to development assistance remain confidential due to reasons of "Commercial in Confidence", a special resolution of Council is required to withhold such information.

This procedure is to be used as a guideline for all staff and management when dealing with new business and businesses looking to expand. Enquiries are to be referred to the

**Investment Attraction and Expansion Policy**

Council Policy
Office of the General Manager
Manager Community and Economic Development

Manager Community and Economic Development who will coordinate the implementation of the policy.

RELATED COUNCIL DOCUMENTS

Edward River Council Community Strategic Plan
Edward River Council Economic Development Strategic Plan
Riverina Murray Regional Plan 2036

LEGISLATION AND REGULATIONS

NSW Local Government Act 1993



Investment Attraction and Expansion Policy

Council Policy
Office of the General Manager
Manager Community and Economic Development

Business Department	Office of the General Manager
Responsible Officer	Manager Community and Economic Development
Doc ID	
Policy Review Date	Within 12 months of Local Government election.
Relevant Legislation	NSW Local Government Act 1993
Related policies, procedures, & protocols	Edward River Council Community Strategic Plan 2018-2030 Edward River Council Economic Development Strategy 2017-2021 Riverina Murray Regional Plan 2036

POLICY HISTORY AND VERSION CONTROL

Version	Date Changed/Adopted	Modified by	Description of Change
1	14/08/2019	Michelle Cobb	Draft Policy Developed
2			

9.18 DRAFT EDWARD RIVER COUNCIL LIBRARY STRATEGY**Author: Michelle Cobb, Manager Tourism & Economic Development****Authoriser: Adam McSwain, General Manager****RECOMMENDATION**

That Council

1. Exhibit the Draft Edward River Council Library Strategy for a minimum period of 28 days; and
2. Receive a further report upon completion of the exhibition of the Draft Edward River Council Library Strategy

BACKGROUND

Libraries have always been at the heart of the communities they serve and are an essential part of creating and maintaining an educated and literate population. In recognition of the need to innovate and change to meet community needs and demands, Edward River Council contracted Roger Henshaw Consultancy Services to review the Edward River Council Libraries current service delivery and to develop a suite of strategies to implement change. The review focussed on the Deniliquin branch, and therefore the Library is named the Edward River Library throughout this report.

Council's vision for the library is:

By 2030, Edward River Library will provide an inclusive community hub with welcoming and well-designed physical spaces suitable for all users; and a range of mobile pop-up and outreach services.

The attached Edward River Library Strategic Plan provides planned goals, strategies and actions to guide Edward River Library's delivery of its vision for the future.

ISSUE/DISCUSSION**Key findings**

The key findings from the review include:

- That Council should complete a strategic review of the Central Murray Regional Library Agreement as part of establishing a best value library service delivery model for the community of Edward River. The 2019 agreement is currently on hold pending this review.
- The library is currently named the Central Murray Library, reflecting a past agreement which covered a much larger region. It is recommended Council determine their preferred identity and branding of the library given the recent Council merger, and with respect to the library's location in Deniliquin and in the Edward River LGA.
- There are no para-professional or professionally library qualified staff - there is a need to establish clear and strategically driven leadership including the recruitment of a professionally qualified and experienced Edward River Library Manager or Coordinator.
- The library meets current public library building standards regarding space, location and accessibility but would benefit from some reconfiguration of the floor space; and the establishment of an accessible outdoor area
- Opening hours are adequate but could be considered for reallocation pending further community consultation

- Library collections are to a good standard - including the selection and management of high demand materials; electronic collection materials are very popular, especially eAudio books.
- Usage of library programs are low with many gaps being filled by the local Intereach service - a formalised partnership with Intereach should be considered to maximise program delivery to the community.
- Internal partnerships need to be strengthened with Council's Communications function and external partnerships developed (or re-established) with local schools, Intereach, Yarkuwa and other organisations
- The library website is poor and requires redevelopment.
- The library's communication to the community currently follows established methodology – an electronic and a printed newsletter - but would benefit from a more contemporary approach.
- There is a need to increase community usage of the service and grow library membership
- Outreach services and programming are almost non-existent, except for a homebound service.

Strategies for Improvement

The strategy outlines a range of actions to improve the library offering by:

- Being more visible in the community through outreach programs, a higher media profile and better community signage.
- Preparing a planned approach to the development and delivery of library programs (including regular activities and events) - this will include the development and measurement of programming outcomes (What we will be doing; why we are doing it, how we will deliver it, and when we will deliver it)
- Developing clear, concise and regularly reviewed Memorandums of Understanding with key groups and partners;
- Engaging in more regular dialogue and collaboration with neighbouring library services
- Seeking increased involvement in the greater NSW Public Libraries network - especially for advisory, collaboration and professional development
- Aiming to have a library member in every household
- Having stronger and more constructive collaborations with internal Council departments
- Being Council's 'flagship' for sustainable practice and innovation

STRATEGIC IMPLICATIONS

This strategy aligns with Council's Combined Delivery Program 2018- 2021 Operational Plan 2019-2020 - 1.1.1.7.7 Operate the Central Murray Regional Library and provide quality library services to the Edward River community.

COMMUNITY STRATEGIC PLAN

1. A great place to live 1.1, 1.2 and 1.3
1. A region with quality and sustainable infrastructure 4.1
2. A community working together to achieve its potential 5.1. 5.2

FINANCIAL IMPLICATIONS

The financial implications are unknown but will be ascertained through a thorough review of the library staffing structure and of current and expected marketing programs and community library programs.

LEGISLATIVE IMPLICATIONS

NIL

ATTACHMENTS

1. Draft Edward River Council Library Strategy

Edward River Council

Edward River Library Strategy



Prepared by


Roger Henshaw
Consultancy Services
PO Box 730 | Woy Woy, NSW 2256

Final Draft | August 2019

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Introduction

Libraries have always been at the heart of the communities they serve and are an essential part of creating and maintaining an educated and literate population. But public libraries are at a turning point. The way we access and consume information has changed dramatically in the 21st century, and this presents major challenges and opportunities for public library systems across the world. The advent of new technologies has changed some of our reading habits, but our need for shared, community-centred spaces to find information and connect with others is unlikely to change any time soon. To survive in the digital age and stay relevant, public libraries need to be flexible and innovative, embracing both the physical and virtual.

In recognition of this need to innovate and change to meet community needs and demands, Edward River Council contracted Roger Henshaw Consultancy Services to work with them to review their library's current service delivery and to develop a suite of recommendations moving forward (see Edward River Library Service Review Report).

The following *Library Strategic Plan* provides planned goals, strategies and actions to guide Edward River Library's delivery of its vision for the future.

Edward River Library: Our Future Scenario

By 2029 Edward River Library will provide inclusive, welcoming and well-designed physical spaces suitable for all users and a range of mobile pop-up and outreach services.

Library membership will be highly sought after, in both virtual and physical form. While still providing traditional and popular lending services (collections), library membership will also open up access to a host of other services including a wide range of relevant and community focused programs and events; meeting rooms; quiet spaces (for study, reading and reflection); outreach services; app and website access (the way you want it); high speed Internet and Wi-Fi; and access to a range of learning resources and support services. Edward River Library aims to have every resident of the Edward River LGA registered as a member by 2029.

The advent of self-help services will continue to evolve but will not negate the need for personalised service from our professional library staff - as a matter of fact community access to staff time, assistance and advice will be our number one focus. Members will be able to book an appointment with a staff member for more detailed assistance, in person or online. Our aim is to be as inclusive as possible - that is, we will welcome everyone and provide a service that creates and maintains a sense of ownership and belonging. We will achieve this through careful design, excellent customer service, good policies and systems, and through seeking community feedback.

Our library spaces will continue to be redesigned, rebuilt and refurbished to ensure they are welcoming, accessible and inclusive. Importantly, they will be eco-friendly and green places. Our library will generate power, capture and recycle rainwater, feature community gardens and an indoor / outdoor pavilion space for users to relax, reflect, study or engage with one another.

Through careful redesign the library will provide a diversity of spaces that meet a wide range of needs - from quiet, contemplative and sensory aware spaces, to active and noisy spaces. The library will be more locally focused and

will regularly engage with our users and community to assess our performance and to gain a better understanding of community needs. This will include input into service and program design.

The library will be highly integrated with other cultural and community services including arts, heritage and Council - providing our members and other users with access to a wider range of services and experiences. The library will continue to develop, provide and expand its range of learning, creative and recreational opportunities within and outside the bounds of the physical library - you will see us everywhere.

Our Statement of Purpose

Edward River Library will be a welcoming, relevant, accessible, and inclusive service that will educate, inspire, connect, reach out and engage.

Our services and programs of the future will be:

1. Accessible
2. Inclusive
3. Welcoming
4. Relevant and current
5. Innovative and creative
6. Community focused – creating a sense of ownership and belonging; and a place that creates opportunity for social connection

The library strategy is underpinned by both Council's *2030 Vision*:

1. A great place to live
2. A prosperous and vibrant economy
3. A valued and enhanced natural environment
4. A region with quality and sustainable infrastructure
5. A community working together to achieve potential

and the strategic directions and community outcomes set out in Council's Community Strategic Plan (*Edward River 2030*) focused on the five key themes of:

- A great place to live;
- A prosperous and vibrant economy;
- A valued and enhanced natural environment;
- A region with quality and sustainable infrastructure; and
- A community working together to achieve its potential.

Our Workplace

Implementation of this strategy by library staff will be underpinned by Council's Guiding Principles of:

- Equity
- Participation
- Access; and

- Rights

Supported by:

1. Clear and regular communication
2. Support, encouragement and respect
3. A happy and cohesive workplace
4. The provision of welcoming spaces and service for our community; and
5. Responsiveness to changing community needs and expectations

Our Peak Bodies

Edward River Library is a member of the NSW Public Libraries Association, which is the peak body representing all NSW public library services. Our network encourages and provides us with a collaborative forum and platform for the discussion and evaluation of the challenges and opportunities facing public libraries. Our peak body has and maintains key strategic relationships with the following key organisations and associations:

- State Library of NSW
- Australian Library and Information Association
- Public Libraries Australia

Deniliquin Community Snapshot

The population of Deniliquin on census night in 2016 was 7,434, with a higher proportion of women (51.8%) than men (48.2%). The median age of 44 was higher than the NSW median of 37. More community members were over seventy (17%) than the state average (11.1%). A high percentage of people in Deniliquin were born in Australia (82.3%) compared to the NSW average percentage (65.5%). A comparatively high number of people identified themselves as Aboriginal and / or Torres Strait Islanders (4.6%) compared to the average for NSW (2.9%). In an age where access to technology is a key requirement for education, work, medical use and social connections, the percentage of dwellings without access to the Internet (25.5%), compared to the NSW percentage (14.7%) is high. This presents significant challenges for the community and places greater importance on providing Internet access in public places. Deniliquin has struggled with relatively high unemployment rates. Unemployment is a challenge for most Australian country towns, but the combination of several factors has hit Deniliquin particularly hard. Some of these factors include:

- changes to water availability, which have had a direct impact on local farmers, related service industries, agricultural output and value-added produce
- closure of the local abattoir
- loss of much of the Red Gum timber industry

Current State and Future Focus

Where are we now?

Key Review Findings:

- The library meets current public library building standards in regard to space, location and accessibility but would benefit from some reconfiguration of the floor space; and the establishment of an accessible outdoor area
- There are no para-professional or professionally library qualified staff
- Opening hours are adequate but should be considered for expansion or reallocation pending further community consultation
- Outreach services and programming are almost non-existent, with the exception of a homebound service
- There is a need to establish clear and strategically driven leadership i.e. recruitment of a professionally qualified and experienced Edward River Library Manager or Coordinator
- Library collections are to a good standard - including the selection and management of high demand materials; electronic collection materials are very popular, especially eAudio books
- Usage of library programs are low with many gaps being filled by the local Intereach service [<https://www.intereach.com.au/>] - a partnership with Intereach should be considered to maximise program delivery to the community
- Internal partnerships need to be strengthened e.g. with Council Communications and external partnerships developed (or re-established) e.g. with local schools, Intereach
- The current Central Murray Regional Agreement (currently under review) requires more attention, contribution and participation from Murray River Council. There is a need to renew and strengthen regional cooperation and collaboration, however it must provide value to the residents of Edward River.
- A program of ongoing professional development for library staff needs to be developed and funded
- The library website is poor and requires redevelopment

- The library's communication to the community currently follows well established methodology e.g. a printed newsletter but would benefit from a more contemporary approach including the development of a targeted / segmented communication and marketing plan e.g. better use of social media; an updated and interactive website; a library app; eNewsletter (emailed and html website version); and face to face outreach
- There is a need to increased community usage of the service and grow library membership

Where do we want to be?

In the future the library will:

- Be more visible in the community through outreach programs, a higher media profile and better community signage
- Prepare a planned approach to the development and delivery of library programs (including regular activities and events) - this will include the development and measurement of programming outcomes (What we will be doing; why we are doing it, how we will deliver it, and when we will deliver it)
- Develop clear, concise and regularly reviewed Memorandums of Understanding with key groups and partners
- Engage in more regular dialogue and collaboration with neighbouring library services
- Seek increased involvement in the greater NSW Public Libraries network - especially for advisory, collaboration and professional development
- Aim to have a library member in every household
- Have stronger and more constructive collaborations with Council
- Be Council's 'flagship' for sustainable practice and innovation

How will we get there?

The library needs to ensure that:

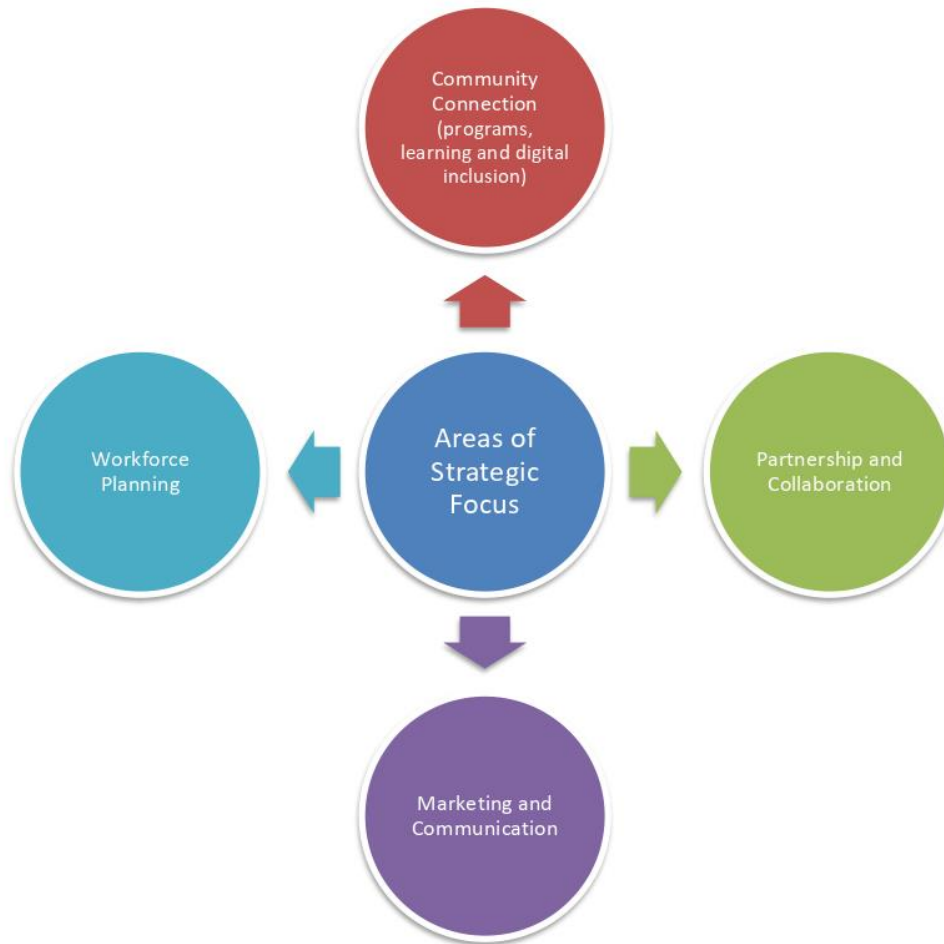
- Service and programs are based on identified community needs and demands; and will better connect the library to the community and, importantly, provide opportunities for the community to connect with each other;
- There is focused community engagement i.e. consultation on the range of services and programs (community input); qualitative measurement and monitoring for ongoing review purposes and reporting; and
- A qualified and experienced library coordinator / manager is recruited to lead the library service into the future

It is recommended that the Library:

- Create and manage a new community learning space e.g. for makerspace activities, lifelong learning programs, meetings, and other activities
- Establish an outdoor / indoor area i.e. redevelop the paved space / BBQ area at the back of the library e.g. the creation of a climate-controlled pavilion
- Develop formal partnerships with local organisations e.g. schools, Intereach etc.
- Renew and strengthen existing partnerships with neighbouring library services i.e. a cooperative and collaborative approach

Our Strategic Context, Direction and Plan

Areas of Strategic Focus



Area of Focus: Community Connection (Programs, Learning and Digital Inclusion)

Context Statement

Libraries belong to the community and are central to it. They are open to all and provide essential services to help local communities thrive. From internet access and homework help, to Storytime and a range of learning and

recreational programs, libraries offer vital resources to address community needs, and they are a place where the community gathers.

The range of services, spaces and programs offered by a modern public library continues to expand and change. Public libraries have gone from being passive providers of information, to places of active learning and connection i.e. places where the community can turn information into knowledge; meet, explore and create. Community programming is an important social connector - serving both recreational and informational purposes. It is vital that future programming meets certain basic criteria i.e. Library programs:

- Foster social wellbeing and connection
- Facilitate lifelong learning, including digital inclusion programming
- Support community education e.g. children's, adult
- Support recreation, local heritage / culture and the arts; and
- Are welcoming and inclusive

Community connection can be facilitated and encouraged both within the library and without i.e. via programs, outreach, marketing and promotion and partnerships. It is also important to have good library design / configuration to create spaces that are conducive to social connection and interaction. Library programming, events and activities also are active supporters and facilitators of community learning and connection. Edward River Library has both the physical potential, space and location to actively encourage new, and maintain existing connections.

Edward River Library currently provides a small range of programs, including regular children's programming. The ongoing development of programming, especially on topics of local interest, author talks etc. will be crucial to the library's ongoing relevance. The phasing in of programming and events budgeting based on clear planning and identified outcomes (that benefit both the individual and the community), would enhance the library service's community offerings and build patronage.

Increasingly, digital technologies are an everyday part of life. People are required to interact with each other, with services and with government online, but not everyone in Edward River has a computer. Others have access to technology, but do not know how to use it, while some people have a basic understanding, but are seeking to improve their skills and discover new technologies. Edward River Library can help bridge the digital divide to ensure that no one is left behind. Technology is changing the ways in which we learn, connect and collaborate. As this change continues, it's vital that everyone has access to the kind of technology that suits them, and a chance to develop their digital skills. Many people want library services to be available 24/7, and effective use of technology is the first step in making this happen. The Library will need to develop its online presence through the website, and by expanding digital services and resources; and continue to explore technologies that support social connectedness.

Goals

1. Relevant and inclusive, outcomes-based quality programs, events and activities that meet the needs of the community
2. A well designed and configured library that is conducive to, and encourages, social, learning and creative connection
3. A service that is visible, identifiable and reaches out to the community (Outreach)
4. Customer focused and relevant information technology and technology support services

Strategies

- Community engagement in the design and running of programming
- Development of a multi-purpose activity space
- Development of an outdoor / indoor space
- Investigation and assessment of a library cafe and bookshop
- Investigation and development of a library community outreach program (activities, services, pop-up etc.), including information services to Council, services, activities and programs for schools, and collaborative programs e.g. with Intereach
- Development of a community focused and informed programming plan and schedule (including areas of focus, desired outcomes and performance measures - why, how, when and for whom (target audience)
- Development of a Digital Services and Management Plan
- Build digital equity through the provision of equipment and activities that facilitate skill development amongst otherwise technologically isolated groups in the community.
- Encourage digital creativity through the provision of opportunities for shared learning and skill development in the creative arts using new and emerging technologies.

Area of Focus: Partnership and Collaboration

Context Statement

Creating a range of partnerships is essential if the Library wishes to continue to be relevant and viable into the future. The combining of skills and resources gives partners a greater capacity to deliver agreed upon goals than either party on its own. Partnerships can also be developed with community associations/groups, local schools, volunteers and library supporters and advocates. Internally, the library needs to build and maintain partnership with various areas of Council - especially those focusing on, for example, community development, media, culture, heritage, youth, and the aged; and also, with Council's technology (IT) section.

Edward River Library can help increase its visibility, grow membership and increase the range of service and program offerings through the establishment of formalised, meaningful and practical partnerships. These partnerships need to have benefit for all parties, but in particular for library users and the community as a whole.

Edward River Library is currently a signatory to the Central Murray Regional Library Agreement, that exists between Edward River and Murray River Councils. Edward River Library is also the headquarters of the Central Murray Regional Library. This partnership aims to provide a library service that ensures free access to recreational and educational materials derived from sources representing a range of preferences and views, and to encourage an aware and engaged community. The Central Murray Regional Library Agreement requires strategic review as part of establishing a best value library service delivery model for the community of Edward River.

Library Partnership Examples

Partnerships could include:

- Neighbouring libraries (regional partnerships and cooperation)
- NSW Public Library Network (South West Zone)
- Council
- Intereach
- Schools
- Local businesses

It is recommended that a closer, more formalised partnership be developed with Intereach, an agency with complementary objectives and purposes. Libraries and community development agencies are a natural fit, and libraries are increasingly recognising the importance of using community development principles to engage with their communities. See *Programs, Partnerships & Placemaking: A Community Development Framework for the Community-Centred Library*¹ for more information and case studies.

Goal

1. Collaborative partnerships that benefit the Library service, its customers, Council and the community
2. A library service delivery model that offers best practice and best value for the community

¹http://www.libraries.vic.gov.au/downloads/Margery_C_Ramsay_and_Barrett_Reid_Scholarship_Reports/programs_partnerships__placemaking__catherine_killmier_web.pdf

Strategies - Goal 1

1. Develop partnership and collaboration guidelines (including guidelines for sponsorship)
2. Formalise existing and potential network relationships through the development of Memorandums of Understanding with key stakeholder groups and organisations, particularly in the education and community sectors e.g. schools, Intereach
3. Investigate and evaluate commercial partners e.g. a cafe, a bookshop
4. Explore partnerships that enhance and / or support the ongoing delivery of Library services and programs e.g. partnerships with commercial enterprises
5. Continue targeted use and support of volunteers

Strategies - Goal 2.

1. Investigation and development of an alternate service delivery model for the library, which includes:
 - A. Reviewing the existing agreement with Murray River Council (as per the evaluation questions – see attachment 1)
 - B. Assessing service delivery model operation costings (best value) e.g. operating as a stand-alone service

Specific Actions (Goal 2)

If a decision is made to terminate the existing regional library agreement, the following should occur:

- Consultation with library and relevant Council staff
- Consultation with the community
- Advice from, and consultation with, the State Library of NSW
- (Pending outcome of consultations, costings and advice) - Provision of notice to Murray River Council of intention to terminate regional agreement *
- Advise the State Library of NSW of outcome

* Note – the existing agreement has a 12 month notice of termination clause.

Area of Focus: Marketing and Communication

Context Statement

Edward River Library needs to be more visible in the community - this includes the capacity to attract higher levels of usage by current members, to grow membership and to attract non-users. Those who use the library service currently understand the importance of the service and the key role library staff play in enhancing its usage and providing great customer service. To be proactive in communicating library activities, resources, programs and events takes time and commitment (resourcing) and currently the library's ability to actively market itself is limited due to staff face-to-face service delivery commitments. The development of a segmented communication strategy, working within capacity and with the Council media / communication section, will be fundamental to increasing the library's visibility and usage.

Key areas of communication focus include:

- Growing library service visibility (externally and internally)
- Promotion of key activities e.g. programs, collections, membership, access to technology etc.
- Measuring and evaluating communications
- Installation of 'eye catching' directional and informational signage
- Redevelopment of the library's web and social media presence
- Maximising available communication services, including the web, a library app, social media, local media and online marketing tools e.g. online newsletter services
- Establishment of an electronic (html) newsletter
- Community engagement in service and program evaluation and design e.g. through 'Have your say', exit interviews / surveys (after programs etc.) and via a biannual community survey

Goal

Targeted and effective marketing and communication strategies that build community recognition, knowledge, and usage of services, programs and facilities

Strategies

- Targeted approach to marketing (segmenting communications and promotions)
- Development of an eNewsletter (with reporting functionality)
- Redevelopment of the Library website with alignment to regional website
- Development of strategies and actions for Community Connection and Programming areas i.e. develop a Communication and Engagement Plan for key activities e.g. general promotion, membership, programs and events, community engagement activities etc.
- Partner with the Council media / communications section e.g. utilise expertise, and ensure communication policies and protocols are met etc.

Area of Focus: Workforce Planning

Context Statement

With the role of public libraries changing, in terms of spaces and services, it is important that staff skills change and develop too. As well as excellent customer service and research skills, staff need a high level of technological and digital knowledge; they need the skills to foster partnerships and collaborative opportunities; and they need to be able to offer a range of creative, learning opportunities.

It is therefore critical that staff engage in continuing professional development to keep pace with the constant change libraries are facing. Over time libraries need to ensure that staff skills align with the needs of the community and the services being offered.

Workforce Development Planning includes:

- Understanding of current workforce, and roles and responsibilities
- Identifying the capabilities (competencies), capacity and experiential gaps and challenges
- Forecasting future workforce requirements
- Developing strategies and activities to bridge any identified gaps

Goals

1. A staffing structure that supports flexible and adaptable service delivery
2. A culture of learning and growth (staff learning and development)

Strategies

1. Research and prepare a *Library Workforce Development Plan* that supports the Library's strategic directions and operations (in consultation with Council's Human Resources team, and with reference to *ALIA Staffing Standards, Guidelines and Remuneration*)
2. Develop a staffing structure that supports flexible and adaptable service delivery, with the appropriate number of skilled staff.
3. Encourage a staff culture of learning and growth that encompasses digital literacy/technology, customer service, community engagement, event management and facilities management

Specific Actions:

- Leadership (employment of a Regional Librarian or Deniliquin Librarian)
- Professional development plan
- Recruitment plan
- Restructure

Attachment 1: Regional Library Management Guide

The following is extracted from *Collaborative Library Service Delivery: A Guide to Regional Library Management Models in NSW*.²

The questions you need to ask when considering entering into a cooperative agreement will work as well when deciding if it is appropriate to *leave* the agreement.

1. Rationale
 - What is the issue we are trying to address?
 - What is motivating us to consider collaboration? i.e. better outcomes for the community, cost savings, regional partnerships, focus for elected members
2. Partners
 - Can we build on existing relationships between us and other local governments?
3. Financial implications
 - What will the cost/benefit be?
 - What is the ongoing level of financial and in-kind commitment?
 - What are the transaction costs?
 - What are the costs of joining/exiting?
4. Infrastructure
 - What buildings do we need?
 - What infrastructure is required?
 - What technology is needed? e.g. front and back office systems
5. Assess the contract
 - How easy will it be to work together to define the conditions of the collaborative arrangement?
 - How will we monitor whether the contract (informal or formal) is being followed by all partners?
6. Identify the barriers?
 - Trust levels between local governments, libraries and library staff
 - Differences in location, distance between local government areas
 - Differences in population size (and potential equitable cost sharing)
 - Differences in current and future community needs
 - Current and required resourcing levels
 - Politics (and change in politics over time)
 - Uncertainty of local government boundary changes
 - Difficulty in establishing and maintain the partnership
 - Loss of autonomy
 - Community pressure
7. Identify the benefits
 - For the community
 - For the local government

²https://www.sl.nsw.gov.au/sites/default/files/regional_library_models_guide.pdf

- For staff
 - Financial sustainability of local government
 - Relationships across organisations
 - Future innovation
8. Make the decision
- Engage with stakeholders to make an informed decision and communicate it widely

It is important to evaluate whether the services and the delivery model are meeting community needs and working in an efficient and effective way. Evaluation is important for the following reasons:

Measuring success

- Did we quantify the benefits and costs (tangible and intangible)?

Continuous improvement

- How could library services be further improved?
- What could be done differently?
- Are there any barriers to implementation?

Providing evidence for good practice

- What worked and what didn't work?
- What data needs to be collected to make a judgment about success

9.19 2019/20 COMMUNITY GRANTS PROGRAM - FUNDING ALLOCATION**Author:** Erica Singleton, Community and Economic Development Project Officer**Authoriser:** ,**RECOMMENDATION**

That Council:

1. Approve the 2019/20 Community Grants funding allocation as recommended by the assessment panel and included in Attachment 1.

BACKGROUND

Edward River Council offers an annual Community Grants Program where not-for-profit community organisations, groups and associations are invited to apply for small grants of up to \$5,000 for projects, equipment, events or exhibitions which contribute positively to the Edward River community.

\$50,000 was made available through the 2019/20 Community Grants Program to fund projects or events that align with the program's objectives. Applications opened on Friday 19 July 2019 and closed on Friday 23 August 2019.

This year's program received 41 funding applications requesting \$161,756. This is a significant increase from the 2018/19 grants program where 30 applications were received requesting a total of \$104,972 in funding.

Each application was assessed by a panel of three Council Officers using the following assessment criteria:

Criteria	Description	Weighting
Community Benefit	What social, economic or environmental benefit does the project provide to the community?	40%
Sustainability	Does the project require ongoing funding, and if so, how will it be funded?	10%
Innovation	Will the funding solve an issue in a new or unique way?	20%
Inclusivity	Has the applicant considered the needs of community members who suffer financial, social or physical disability?	10%
Partnership	Is the Applicant and/or another partner participating in or contributing to the project?	20%

ISSUE/DISCUSSION

Following the assessment of each 2019/20 Community Grants application, the panel recommends funding 18 of the 41 applications which represents a success rate of 44%. Eight in-kind requests have also been recommended for approval.

Based on this recommendation, \$49,996 of the available \$50,000 has been allocated.

A summary of the 2019/20 Community Grants Program applicants and recommended funding allocation is included in the attachments.

STRATEGIC IMPLICATIONS

Council's Community Grants Program aligns with the following strategies adopted by Council:

1. Edward River Council Community Strategic Plan 2030

- a. Outcome one, three and five.
2. Edward River Council Economic Development Strategy 2018 – 2021
 - a. Strategic theme two, three and four.

COMMUNITY STRATEGIC PLAN

All recommended projects align with Council's Community Strategic Plan and will assist Council to deliver the following outcomes:

- Outcome 1.3: Our community is safe, happy and healthy, both physically and mentally.
- Outcome 3.3: We plan for the future to accommodate and facilitate sustainable growth and development.
- Outcome 5.2: We collaborate and pursue partnerships that achieve great outcomes for our community.

FINANCIAL IMPLICATIONS

\$50,000 has been allocated for the 2019/20 Community Grants Program in Council's operational budget.

LEGISLATIVE IMPLICATIONS

Funding agreements will be signed by both parties clearly outlining the obligations of both Council and the grant recipient.

Each grant recipient must ensure their individual projects is compliant with any legislative requirements.

ATTACHMENTS

1. **2019/20 Community Grants Program - Panel Assessment - Recommended Funding Allocation**

2019/20 COMMUNITY GRANTS PROGRAM

Following the assessment of each 2019/20 Community Grants application, the panel recommends funding 18 of the 41 applications which represents a success rate of 44%. Eight in-kind requests have also been recommended for approval.

Based on this recommendation, \$49,996 of the available \$50,000 has been allocated.

Note: Projects that scored highly against the assessment criteria were recommended for full funding. Projects that scored well against the assessment criteria were recommended for partial funding and projects that scored poorly against the criteria were not recommended for funding.

The following applicants are recommended for funding:

#	Organisation	Project	Amount Sought	Recommendation	Comments
1	Booororban Sporting & Social Club	Photography workshop & canvas for Booororban Hall	\$2,500 + in-kind promotion	Partial funding \$1,000 + in-kind promotion	Social and educational benefits to the Booororban community. Enhance the hall appearance through the new canvas. Partial funding recommended as no local suppliers are being used.
2	Deniliquin Menshed Inc	Establish pressure Cleaning Area	\$1,400	Partial funding \$900	Efficiency. Good ability to deliver previous projects. Partial funding recommended to purchase the machinery element of the project.
3	Deniliquin Aboriginal Land Council	Community engagement and workshops for local Aboriginal men & women	\$5,000	Full funding \$5,000	Inclusive community led initiative with significant educational, environmental and social benefits.
4	Edward River Art Society	Painting shipping containers at Deniliquin Children's Centre	\$3,299	Full funding \$3,299	Social, economic environmental benefits for the community. 100% of supplies will be sourced locally.
5	Deniliquin Kolety Lagoons Landcare Group	Purchase tools and equipment	\$5,000	Partial funding \$3,000	Significant environmental benefits. Community engagement project with multiple local stakeholders and participants, including youth. Partial funding

#	Organisation	Project	Amount Sought	Recommendation	Comments
					recommended to purchase the power and hand tools, as a trailer for a similar project was funded last year.
6	Mayrung Village Committee	Dedication of Mayrung War Memorial Gates - Event	\$2,303 + in-kind promotion and traffic management	Partial funding \$1,000 + in-kind promotion	Community led event utilising local suppliers. Social benefits for the small community. Partial funding recommended to contribute to a portion of the event costs.
7	Deniliquin RSL Fishing Club	Promote sustainable fishing at event	\$4,955 + in-kind oval use, toilets, bins and garbage services.	Partial funding \$1,500 + in-kind oval use, toilets, bins and garbage services.	Direct economic benefits through an increase in visitation. Environmental benefits through the promotion of sustainable fishing. Partial funding recommended as the event runs at a profit.
8	Rotary Club of Deniliquin	Upgrade catering trailer	\$5,000	Full funding \$5,000	Community driven organisation. The trailer is considered an important community asset that's widely used. Significant community benefit and the use of a local supplier.
9	Deniliquin Children's Centre	Installation of mobile phone repeater at Pretty Pine recreation reserve	\$1,868	Full funding \$1,868	The installation will benefit the wider Pretty Pine community and all recreation reserve users. The use of two local suppliers.
10	St Vincent De Paul Society	Distribute Christmas hampers in Deniliquin area	\$2,000	Full funding \$2,000	Inclusive and sustainable project that benefits the local community.
11	South West Music	Sound reduction in teaching rooms	\$5,000	Partial funding \$3,000	Social benefits to the community (specifically youth) as this will increase the use of the facility. Benefits to CBD area through the

#	Organisation	Project	Amount Sought	Recommendation	Comments
					reduction in noise. Partial funding recommended as they're yet to confirm the full cost of the project.
12	Deniliquin Boat Club	Host Wakeboard and Barefoot events	\$5,000 + in-kind marquee and big screen hire	Full funding \$5,000 + in-kind marquee and big screen hire	The events drive visitation from outside the LGA. Attraction of new barefoot event that could become an ongoing event. Local suppliers utilised.
13	Deniliquin Junior Giants	Stadium hire costs and equipment	\$5,000	Partial funding \$3,129	Economic benefits and social benefits for local youth. Also supports the team while the stadium undergoes upgrades. Partial funding recommended to purchase the basketballs from the local sporting store (as quoted).
14	Deniliquin Rodeo Committee	Cattle yards for rodeo grounds	\$4,800	Full funding \$4,800	Potential to grow the event to drive increased visitation. The yards would also be a safer alternative to the current system.
15	Outback Theatre for Young People	Sharing our regional stories project – Event in Deniliquin	\$5,000 + in-kind use of Council park	Partial funding \$2,500 + in-kind use of Council park	Significant social and economic benefits to the local community. Event will be held in Deniliquin using local suppliers. Aligns well with Council's Community Strategic Plan. Partial funding recommended to match the contribution from Murray River Council.
16	Blighty Public School P&C Committee	Purchase portable stage for community use	\$5,000	Partial funding \$4,000	A community asset that will be used by a number of local groups. Multiple partners have all committed funds to purchase the stage. Partial funding

#	Organisation	Project	Amount Sought	Recommendation	Comments
					recommended as there is an opportunity to seek additional funds from other users.
17	Deniliquin Aero Club Limited	Painting Tower Mural at Deniliquin Airport	\$0 In-kind waiver of Council DA fees (max \$1,200)	In-kind waiver of Council DA fees (max \$1,200)	The project will lead to social and economic benefits for the community and will enhance the appearance of the existing tower.
18	Deniliquin Genealogy Society Inc	Family History Expo Event in Deniliquin	\$5,000 + In-kind event promotion	Partial funding \$3,000 + In-kind event promotion	Social and economic benefits for the community. The event brings outside visitation into the LGA and uses local suppliers. Also, an opportunity for the local community to access resources that are not usually available. Partial funding recommended to match previous Council contributions.
			TOTAL	\$49,996	

The following applicants are not recommended for funding:

#	Organisation	Project	Amount Sought	Recommendation	Comments
19	Deniliquin Clay Target Club Inc	Promote / Prize Pool for Grand Prix Supa-Shoot	\$2,000	No funding	Application lacked clarity – unsure of what element the money would be funding. Possibly only using the grant funds to increase the prize pool.
20	Edward River Concert Band	Toilets and foyer entrance upgrade	\$5,000	No funding	This should be addressed through Council's maintenance budget.
21	Boobook CWA	New floor coverings	\$3,780	No funding	Application lacked detail and didn't state how it aligned with Council's Community Strategic Plan.
22	Deniliquin Club Limited	Remove existing brick wall and rebuild new wall	\$5,000 + waiver of Council fees	No funding	Offers minimal benefit to the broader community. The application states the facility isn't regularly used.
23	Deniliquin Outdoor Pools Inc	Build storage shed	\$3,000	No funding	Offers minimal benefit to the broader community. Could be addressed through Council's ongoing operational budget.
24	Deniliquin Stadium Incorporated	Purchase scoreboard for new court	\$3,000	No funding	Ineligible – outstanding acquittal from 2018/19 funding.
25	Conargo & District Campdraft Club Inc	Purchase panels for arena fencing	\$5,000	No funding	Application should have included information around potential event numbers and visitation benefits. Minimal benefit to broader community.
26	Conargo & District	Forming and surfacing track	\$2,625	No funding	Ineligible – one application

#	Organisation	Project	Amount Sought	Recommendation	Comments
	Campdraft Club Inc		+ in-kind assistance forming track		per organisation.
27	Deniliquin Bowling Club	New POS/Till system	\$5,000	No funding	Considered an operation cost. Would be a stronger application if they were planning an event to raise revenue for the new till system.
28	Deniliquin Amateur Swimming & Life Saving Club Inc	Purchase club equipment	\$1,400	No funding	Ineligible – no clear contribution from the applicant, which is a requirement of the funding guidelines.
29	Edward School P&C	Playground rejuvenation project	\$5,000	No funding	Minimal benefit to the broader community. The P&C received substantial funding from Council in 2017/18 for a shelter and play equipment.
30	Deniliquin Children's Centre	Native shrub planting at centre	\$3,273	No funding	Ineligible – one application per organisation. Their other application has been recommended for funding, which benefits the wider community.
31	Navorina Nursing Home Auxiliary	Purchase raiser floor to chair patient lifter	\$5,000	No funding	Considered an operation cost that the organisation should fund. No local spend. Could be eligible for other funding streams.
32	Deni Drums and Dust Horse Sports Club Inc	Purchase equipment	\$3,913	No funding	Minimal benefit to broader community. Existing facilities

#	Organisation	Project	Amount Sought	Recommendation	Comments
					of a similar nature are underutilised. No detail provided on potential event numbers.
33	Deniliquin Little Athletics Club	Equipment storage	\$4,000 + in-kind waiver of Council fees	No funding	A masterplan is required for this sports ground. New assets and projects are currently installed with no strategy.
34	Children's Tumour Foundation	Cupid's Undie Run	\$4,750 + in-kind Council volunteers at event	No funding	Money raised goes to national organisation and doesn't stay local. The event has large operational costs. Offer volunteers at event.
35	St Michael's P&F Association	Upgrade school signage	\$5,000 + in-kind waiver of Council fees	No funding	No commitment for the remaining \$15,000 project cost. Minimal benefit to the broader community.
36	Wanganella Advancement Committee	Wanganella Ball	\$5,000	No funding	The event falls outside the funding period.
37	Deniliquin Community Garden	Masterplan for Community Garden	\$5,000	No funding	Limited benefit to broader community – only 16 members. This could be funded through Council's budget.
38	Navorina Nursing Home	Purchase vehicle/car	\$5,000	No funding	Depreciating asset with significant ongoing costs. Considered an operational cost.
39	Deniliquin South School P&C Association	Assist with cost of school activities	\$5,000	No funding	Minimal benefit to broader community. Considered an operational cost for the

#	Organisation	Project	Amount Sought	Recommendation	Comments
					school.
40	Deniliquin High School P&C	Driver education program	\$3,000	No funding	Ineligible – outstanding acquittal from 2018/19 funding.
41	Edward River Society of Model Engineers Inc	Purchase Unloading Hoist / Traverser	\$3,890	No funding	Application lacked detail and didn't state how it aligned with Council's Community Strategic Plan.

9.20 SPECIAL EVENT APPLICATION - 2019 UTE MUSTER

Author: Mark Dalzell, Manager Engineering Assets

Authoriser: Oliver McNulty, Director Infrastructure

RECOMMENDATION

That Council

1. Classify the Ute Muster event as a Class 1 event under the Special Events Guidelines; and
2. Approve the special event application for the 2019 Ute Muster.

BACKGROUND

Application has been received from the Deni – Play on the Plains Festival Incorporated, seeking approval for the Special Event of the annual Ute Muster to be held between Thursday 3rd October 2019 and Sunday 6th October 2019.

This matter has been presented to Council's Local Area Traffic Committee at its 11 September 2019 meeting. This committee includes representatives from Council, Police, RMS and the community.

ISSUE/DISCUSSION

The event meets the requirements to be classified as a Class 1 event, as described in the Special Events Guideline.

A traffic management plan has been developed for the site by the event organiser in conjunction with staff from Edward River Council. It is noted that Council staff undertake the traffic control during the event in accordance with the approved traffic management plan as part of Council's support for the event.

Traffic Control Plans have been developed in conjunction with Police, RMS, Council and the event organisers and are attached to the Special event application. These traffic control plans take into consideration the duty of care that needs to be provided by the Edward River Council, NSW Police, Roads and Maritime Services. They are like last year's event and the main points of note are:

- Speed has been reduced to 50 kph through the site location along Conargo Road (MR 552);
- "No Stopping" Signs for both sides of the road from approximately the Moonee Swamp Road to 500 metres towards Conargo from the main entrance on the Conargo Road;
- "No Camping" Signs will be erected in both sides of the road. No camping will be allowed on any road side or public reserves in the vicinity of the event. All Campers must be contained within the fenced Ute Muster allocated camping area on the corner of Moonee Swamp Road and Conargo Road (MR 552). Police will monitor and move on any campers not in the designated fenced area of the Ute Muster site;
- In the event that, traffic starts to impact non-event traffic the reserve between Smart Street and Augustus Street will be used as a holding area. Traffic will then be intermittently (with the use of a traffic controller) directed across Conargo Road into the Ute Muster entrance;
- From 6am on Thursday 3rd October 2019 all traffic travelling South on Conargo Road, with the exception of school buses, will be diverted along along Wandook Road to the Cobb Highway. Ute Muster traffic will turn on to Wanderer Street at the Davidson Street roundabout; and
- Variable Message Signs (VMS) will be located at each end.

STRATEGIC IMPLICATIONS

The Ute Muster is a major tourism event for the region and it is important that Council provides an appropriate level of support and technical advice to assist with the event's operation.

COMMUNITY STRATEGIC PLAN

This project meets the objectives of *Outcome 2 – A prosperous and vibrant economy* in the Community Strategic Plan, including:

- Target 2.1 – Our economy is strong and diverse.

FINANCIAL IMPLICATIONS

The provision of traffic control services for the Ute Muster event is included in Council's overall support for the event.

LEGISLATIVE IMPLICATIONS

Council, as the road authority under the *Roads Act 1993*, has the authority to approve and implement traffic control measures and devices for special events.

ATTACHMENTS

1. Ute Muster Application and Traffic Control

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Special Event Resources

Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

1. EVENT DETAIL

1.1. Event Summary

Event Name: Deni Ute Muster
 Event Location: Deniliquin Festival Site, Conarga Rd.
 Event Date: 3-6 Oct 19 Event Start Time: 12 noon Event Finish Time: 12 noon
 Event Setup Time: 12.00 noon Event Pack down Finish Time: 12.00 noon
 Event is off-street on-street moving on-street non-moving
 Event is held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: Deni Play on the Plains Festival Ltd.
 Phone: 03 5881 3388 Fax: 03 5881 4366 Mobile: 044 883 2104
 Email: gm@deniutemuster.com.au
 Event Management Company (if applicable): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Police: _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Council: _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Transport Management Centre
 (if Class 1 – Sydney Metropolitan Area): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Roads & Maritime Service
 (if Class 1 – regional NSW and Class 2 event): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____

*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

1.3. Brief description of the event (one paragraph)

2. RISK MANAGEMENT TRAFFIC

Class 1	Class 2	Class 3	2.1. Occupational Health & Safety – Traffic Control
			<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
			2.2. Public Liability Insurance
			<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
			2.3. Police
			<input checked="" type="checkbox"/> Police written approval obtained
			2.4. Fire Brigades and Ambulance
			<input checked="" type="checkbox"/> Fire brigades notified
			<input checked="" type="checkbox"/> Ambulance notified

3. TRAFFIC & TRANSPORT MANAGEMENT

Class 1	Class 2	Class 3	3.1. The route or location
			<input checked="" type="checkbox"/> Map attached
			3.2. Parking
			<input type="checkbox"/> Parking organised – details attached
			<input type="checkbox"/> Parking not required
			3.3. Construction, traffic calming and traffic generating developments
			<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
			<input type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
			3.4. Trusts, authorities or Government enterprises
			<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
			<input type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
			3.5. Impact on/or Public Transport
			<input checked="" type="checkbox"/> Public transport plans created - details attached
			<input type="checkbox"/> Public transport not impacted or will not impact event
			3.6. Reopening roads after moving events
<input type="checkbox"/> This is a moving event - details attached.			
<input type="checkbox"/> This is a non-moving event.			
3.7. Traffic management requirements unique to this event			
<input type="checkbox"/> Description of unique traffic management requirements attached			
<input type="checkbox"/> There are no unique traffic requirements for this event			
3.8. Contingency plans			
<input type="checkbox"/> Contingency plans attached			

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3.9. Heavy vehicle impacts

- Impacts heavy vehicles – RMS/TMC to manage
- Does not impact heavy vehicles

3.10. Special event clearways

- Special event clearways required - RMSTMC to arrange
- Special event clearways not required

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES



4.1. Access for local residents, businesses, hospitals and emergency vehicles

- Plans to minimise impact on non-event community attached
- This event does not impact the non-event community either on the main route (or location) or detour routes

4.2. Advertise traffic management arrangement

- Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- No road closures, restrictions or special event clearways - advertising not required

4.3. Special event warning signs

- Special event information signs are described in the Traffic Control Plan/s
- This event does not require special event warning signs

4.4. Permanent Variable Message Signs

- Messages, locations and times attached
- This event does not use permanent Variable Message Signs

4.5. Portable Variable Message Signs

- The proposed messages and locations for portable VMS are attached
- This event does not use portable VMS

5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6. APPROVAL

TMP Approved by: Jenny Event Organiser 25/6/19 Date

7. AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ Council _____ Date

The RMS/TMC's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ RMS/TMC _____ Date

* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

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[SPECIAL EVENT GUIDE](#)

Special Event Planning & Resource Matrix

Event Class	Description	Features	Examples	Lead Times for Agency Approval	Police Fees	Council Fees	RMS/TMC Fees
1	<p>A Class 1 Event</p> <ul style="list-style-type: none"> Impacts major traffic & transport systems disrupts the non-event community over a wide area requires the involvement of Police or more Councils and the RMS/TMC. requires detailed Transport Management Plan requires advertising the event's traffic aspects to a wide audience 	<p>A Class 1 event may</p> <ul style="list-style-type: none"> be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve Transport Management Centre involve the NSW Trains, Sydney Trains and State Transit, from Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride-share) involve private bus and coach organisations impact the road transport industry require RMS/TMC to provide Special Event Clearways require RMS/TMC to provide heavy vehicle detour routes require the RMS to adjust traffic signals require RMS/TMC to manage Variable Message Signs depending on the nature of the event, invoke the Police "Use Pay" policy. 	<p>For example:</p> <ul style="list-style-type: none"> an event that affects a principal transport route in Sydney or an event that reduces capacity of the main highway through a country town or a bicycle race that involves the Sydney Harbour Bridge 	<p>Minimum 4 months from first approach to Council to proposed start date</p> <p>6 months for vehicle races</p>	<p>Charges apply where: "it is deemed specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	<p>Marginal costs apply where services are provided above those normally provided to the community.</p> <p>RMS/TMC provides quote</p> <p>Asset rental: refer to RMS/TMC</p>
2	<p>A Class 2 Event</p> <ul style="list-style-type: none"> impacts local traffic and transport systems but does not impact major traffic & transport systems disrupts the non-event community in the area around the event but not over a wide area Requires the involvement of Police and Local Council Requires a detailed Transport Management Plan Requires advertising the event's traffic aspect to the local community 	<p>A Class 2 event may</p> <ul style="list-style-type: none"> be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve the NSW Trains, Sydney Trains and State Transit, from Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride-share) involve private bus and coach organisations depending on the nature of the event, invoke the Police "Use Pay" policy. 	<p>For example:</p> <ul style="list-style-type: none"> an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or highway a motor rally on local country roads 	<p>Minimum 3 months</p> <p>3 months for vehicle races</p>	<p>Charges apply where: "it is deemed specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	
3	<p>A Class 3 Event</p> <ul style="list-style-type: none"> does not impact local or major traffic & transport systems disrupts the non-event community in the immediate area only requires Local Council and Police consent is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac requires Police agreement that event qualified as Class 3 is never used for vehicle races 	<p>A Class 3 event, depending on Local Council policy may</p> <ul style="list-style-type: none"> require a simplified Transport Management Plan not be available in all Council areas depending on the nature of the event, invoke the Police "User Pay" policy require advertising the event's traffic aspects to the community 	<p>For example:</p> <ul style="list-style-type: none"> an on-street neighbourhood Christmas party 	<p>Minimum 6 weeks</p>	<p>Charges apply where: "it is deemed specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>	<p>As described in Council's Special Events Policy</p> <p>Asset rentals: refer to Council</p>	
4	<p>A Class 4 Event</p> <ul style="list-style-type: none"> is intended for small on street events and requires Police consent only is within the capacity of the Police to manage on their own is not a protest or demonstration is always an on-street event does not require RMS/TMC or Council consent does not require advertising the event's traffic aspect to the community does not require a Transport Management Plan does not require the involvement of other Government agencies 	<p>A Class 4 event may</p> <ul style="list-style-type: none"> be conducted on classified or unclassified roads cause zero to considerable disruption to the non-event community cross Local Area Commands (LACs) cross Local Government Areas (LGAs) require Council or RMS/TMC to assist when requested by Police depending on the nature of the event, invoke the Police "User Pay" policy 	<p>For example:</p> <ul style="list-style-type: none"> a small ANZAC Day march in a country town a small parade conducted under Police escort 	<p>Minimum 1 month</p>	<p>Charges apply where: "it is deemed specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</p>		

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SPECIAL EVENT GUIDE

Event Class	Transport Management Plan	Risk Management Plans (Traffic Control) under OHS Act 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway, Heavy Vehicle Detour	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency Planning
1	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council, TMC & Police (if police user Pays in force) named on policy. Also RMS if using RMS asset Certificate of currency required	RMS arranges if required RMS provides quote	Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
2	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required		Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
3	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		
4				Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		



Peppin Insurance

P O Box 618
DENILQUIN NSW 2710
Authorised representative number 001257282 of Insurance House Pty Ltd
ABN 33 006 500 072 AFSL 240954

T: 03 5881 1866
F: 03 5881 3200
E: enquiries@peppininsurance.com.au

**CONFIRMATION OF
PLACEMENT OF
COVER**

From: Justine Keech

We hereby confirm that we have arranged the insurance cover mentioned below:

DENILQUIN PLAY ON THE PLAINS FESTIVAL LTD
HARDINGE ST
DENILQUIN NSW 2710

Date: 6/06/2019

Our Reference: DENIUTE

RENEWAL

Page 1 of 4

Class of Policy: Liability Insurance
Insurer: Certain Underwriters At Lloyd
Level 9, 1 O'Connell Street, SYDNEY NSW 2000
ABN:
The Insured: DENILQUIN PLAY ON THE PLAINS FESTIVAL LTD

Policy No: 2050 9440 1020
Invoice No: 524682
Period of Cover:
From 1/05/2019
to 1/05/2020 at 4:00 pm

Details:

See attached schedule for a description of the risk insured

IMPORTANT INFORMATION

The Proposal/Declaration:

- is to be received and accepted by the Insurer
- has been received and accepted by the Insurer

The total premium as at the above date is:

- to be paid by the Insured
- part paid by the Insured
- paid in full by the Insured
- paid by monthly direct debit

Premium Funding

- This policy is premium funded

Signature:

On behalf of: **The Insurance House Group**

Schedule of Insurance

Page 2 of 4

Class of Policy:	Liability Insurance	Policy No:	2050 9440 1020
The Insured:	DENILIKUIN PLAY ON THE PLAINS FESTIVAL LTD	Invoice No:	524682
		Our Ref:	DENIUTE

This policy has been placed through

SLE Worldwide Australia Pty Ltd
ABN 15 066 698 575
Level 11, 56 Clarence Street, Sydney, 2000

SLE Worldwide Australia Pty Ltd is an underwriting agency who has placed the policy with

Certain Underwriters At Lloyd
Level 9, 1 O'Connell Street, SYDNEY NSW 2000

Named Insured	Deniliquin Play On the Plains Festival Ltd
Business	Organisers of the Deniliquin Ute Muster 209
Description	
Period of Insurance	1 May 2019 to 4:00pm on 1 May 2020
Retroactive Date	Nil
Wording	Broadform Liability SPM-BF15SLE
Broker Commission	0%
Geographical Limits	Australia & New Zealand

Interested Parties Edward River Council
Roads & Maritime Services
NSW Dept of Sport & Recreation
NSW Police

COVERAGES LIMITS	
Coverage	Option 1
Public Liability	\$20,000,000 Any one Occurrence
Products Liability	\$20,000,000 Any one period of insurance

EXCESS	
Personal Injury	\$5,000 each and every Occurrence inclusive of Supplementary Payments
Property Damage	\$5,000 each and every Occurrence inclusive of Supplementary Payments
Advertising injury	\$5,000 each and every Occurrence inclusive of Supplementary Payments

SUB LIMITS	
Property in Physical or Legal Control	\$100,000 limited in the aggregate
Advertising Injury	\$20,000,000 any one Occurrence

ENDORSEMENTS**SERVICE PROVIDERS VICARIOUS ENDORSEMENT**

Schedule of Insurance

Page 3 of 4

Class of Policy:	Liability Insurance	Policy No:	2050 9440 1020
The Insured:	DENILQUIN PLAY ON THE PLAINS FESTIVAL LTD	Invoice No:	524682
		Our Ref:	DENIUTE

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with the Insured's service providers. A service provider means anyone engaged by the Insured to provide goods or perform a service. Service providers include but are not limited to security services, amusement operators, pyrotechnicians, entertainers, food vendors, stall holders, sound & lighting companies & Contracted Labour but does not include volunteers or the Insured's employees. However, this exclusion shall not apply to the Insured's vicarious liability arising from an act, error or omission of service providers that have provided the Insured with proof of liability insurance.

AIDS/HIV EXCLUSION

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with -

1. The human immune deficiency virus (HIV) or any mutation, derivation or variation thereof.
2. Any HIV related illness including but not limited to acquired immune deficiency syndrome (AIDS) or any mutation, derivation or variation thereof.

CROWD CONTROL EXCLUSION

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with any crowd control operation or security screening operation carried out by or on behalf of the Insured. However, this exclusion shall not apply to the Insured's vicarious liability arising from an act, error or omission (not otherwise excluded by this Policy) of licensed security contractors engaged by the Insured provided that the Insured has obtained proof of liability insurance from such contractors and to whom the Insured has contractually assigned responsibility for crowd control, crowd safety, security screening and bag inspections. Further, it is a condition precedent to indemnity that signage is present near the stage and at the entrance to the venue prohibiting moshing, stage diving & crowd surfing, as well as signage prohibiting entry and access to any water bodies including irrigation channels and dams.

CROWD PROJECTILES EXCLUSION

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with launch or distribution of projectiles by any performers or crew in the direction of attendees or otherwise within the venue.

MOLESTATION EXCLUSION

This Policy does not cover liability in respect of Personal Injury arising out of or caused by or in connection with the molesting, interfering or assault with any person by:

- the Insured,
- any of the Insured's employees,
- any person acting on behalf of the Insured,
- any person for whom the Insured may be held legally liable.

The Insurer shall have no obligation to defend any action, suit or proceeding against the Insured either directly or vicariously seeking damages for such Personal Injury.

ORGANISERS EXCLUSION

This Policy does not cover liability for claims in respect of:

- (i) Personal Injury or Property Damage to property of persons actually participating in any performance, sport, game, contest or display involving athletic, acrobatic, military or equestrian skill or the use of firearms, missiles of any kind, explosives or combustibles.
- (ii) Personal Injury or Property Damage caused by the use of mechanical amusement devices,
- (iii) Personal Injury, Property Damage or Advertising Liability arising out of or caused by or in connection with the

Schedule of Insurance

Page 4 of 4

Class of Policy:	Liability Insurance	Policy No:	2050 9440 1020
The Insured:	DENILIKUIN PLAY ON THE PLAINS FESTIVAL LTD	Invoice No:	524682
		Our Ref:	DENIUTE

following activities undertaken by or on behalf of the Insured; Helicopter activities; Bovine and/or Equine activities, Monster trucks and/or Monster truck rides.

PARTICIPATION WAIVER ENDORSEMENT

This Policy does not cover liability in respect of Personal Injury to participants unless the Insured has obtained appropriately signed injury waivers from all participants acknowledging their assumption of risk.

MOTORSPORT EXCLUSION

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with the use of Vehicles for sports meetings, practice sessions, races, trials or events involving the active and competitive use of Vehicles or the demonstration of the performance of Vehicles. This exclusion does not apply to the static display of Vehicles where the engine is not running, National Circle Work, Barrel Races & Go to Whoa events

PYROTECHNICS EXCLUSION - VICARIOUS

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with the storage and/or use of any pyrotechnics. However, this exclusion shall not apply to the Insured's vicarious liability arising from an act, error or omission of contracted pyrotechnicians that are appropriately licensed & have provided the Insured with proof of liability insurance.

RSA EXCLUSION

This Policy does not cover liability in respect of Personal Injury, Property Damage or Advertising Liability arising out of or caused by or in connection with the service of alcohol conducted by or on behalf of the Insured unless the Insured and all bar staff hold the legally required licenses & responsible service of alcohol certificate.

PARTICIPATION RISK LIMITATION

This Policy does not cover liability in respect of Personal Injury to any person arising out of that person's participation in any sport, game, match, race, practice, training course, trial, contest or competition.

AIRPORT /HANGAR OPERATORS EXCLUSION

This Policy does not cover liability in respect of Personal Injury or Property Damage arising out of or caused by or in connection with the ownership, occupation, maintenance, operation or use by or on behalf of the Insured of:

1. Any airport, aerodrome, airstrip, heliport or any other area where aircraft, aerial device or hovercraft take off or land, or;
2. Any aircraft hangar or any other area used for storing, sheltering, servicing, maintaining or parking aircraft, aerial device or hovercraft.

ENDORSEMENTS

This Policy excludes any claims for personal injury to marshals, officials, participants and spectators inside the motorsport competition or pit areas.

The Australian National Circle Work Championships are to be noted as a co-insured based on their declared event at the 2017 Deniliquin Play on the Plains Festival



Deni Play on the Plains Festival Ltd
62 – 64 Hardinge Street DENILIQVIN NSW 2710
PO Box 170 DENILIQVIN NSW 2710
Ph: 03 5881 3388
Email: info@deniutemuster.com.au
Website: www.deniutemuster.com.au
ABN: 50 125 560 509 ACN: 125 560 509

2019 Deni Ute Muster TRAFFIC MANAGEMENT PLAN

Deniliquin Festival Site
5 km North of Deniliquin
MR 552
Edward River Council LGA

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1. Introduction

This plan specifies traffic control safeguards to manage traffic movement to, around, past and through the Deniliquin Festival Site for the Deni Ute Muster. It is based on general traffic and vehicle safety requirements stated in "The Guide to Traffic and Transport Management for Special Events", the "RTA Traffic Control at Work Sites Manual, 2010 Version 4" and "AS1742.3 2003".

The objectives of the TMP are to:

- Provide for a safe environment for all road users and patrons and
- Provide protection to event participants, organisers and the general public from traffic hazards that may arise as a result from the event activity;
- Minimise the disruption, congestion and delays to all road users; and
- Ensure access to adjacent commercial and residential premises is maintained at all times.

To achieve the above objectives, the Traffic Management Plan will:

- Ensure whenever possible, that a sufficient number of traffic lanes to accommodate vehicle traffic volumes are provided;
- Ensure that delays and traffic congestion are kept to a minimum and within acceptable levels;
- Ensure that appropriate/sufficient warning and information signs are installed and that adequate guidance is provided to delineate the travel paths through the event site;
- Ensure that the roads are free of hazards and that all road users are adequately protected from obstructions resulting from the event;
- Ensure that all needs of road users, motorists, pedestrians, public transport passengers and people with disabilities are accommodated at and through the event site.

2. Traffic Control Plan/s (TCP or TCPs)

Traffic Control Plans have been developed for; traffic flows to and from, off road queues and for the Deniliquin Festival Site for the region's major event; the Deni Ute Muster. These TCPs are submitted to the Deniliquin Traffic Management Committee for approval. Please See [Appendix A](#).

3. Traffic Control Issues

The traffic control issues related to the project are summarised below:

- Speed limits
- Traffic controllers
- Traffic signs
- Warning signs
- Traffic control devices
- Safety barriers
- Maintaining access for services and residents
- Movements relating to the Deniliquin Festival Site and Council road traffic

4. Traffic Management Supervision

Edward River Council will provide their qualified Traffic Manager; Paul Hussey to oversee and manage the TCPs for the Deni Ute Muster, in accordance with "The Guide to Traffic and Transport Management for Special Events" and to oversee traffic management at the Festival.

All traffic management supervision is carried out as specified in the "RTA Traffic Control at Work Sites" manual. This is part of the requirements for the 'Traffic Management Inspection Plan' in [Appendix B](#).

The General Manager has appointed Mr Paul Hussey as the Traffic Manager for the event to be responsible for:

- Ensuring all traffic control measures for this TMP are placed and maintained in accordance with this plan and the relevant Acts, Codes, Standards and Guidelines.
- Ensuring suitable communication and consultation with the affected stakeholders is maintained at all times.
- Ensuring inspections of the traffic control devices are undertaken in accordance with the TMP, and results recorded. Any variations shall be detailed together with reasons.
- Arranging and/or undertake any necessary audits and incident investigations.
- Instructing event personnel on the relevant safety standards, including the correct wearing of high visibility safety vests, and other equipment as required.

The Traffic Manager records the TCP (identified by its number) in use for **each** activity undertaken each day on the *Daily Checklist T1 - Appendix C* in accordance with the "RTA Traffic Control at Work Sites" manual. Entering the TCP Number signifies compliance with the TCP requirements. It also signifies that the Traffic Manager has carried out a site risk assessment prior to starting work. Any variances are to be noted and reported to the General Manager.

5. Requirements

The Traffic Management Plan is engaged to ensure compliance with the following summary and the specification provisions detailed in [Appendix D](#).

- Compliance with the requirements of the 'RTA Traffic Control at Work Sites' manual.
- That any traffic delays are kept to a minimum.

5.1 Speed Zoning Authorisation (SZA)

Where temporary traffic signals or speed limits are required, Deni Ute Muster will request a "SZA" from Service NSW, which will be provided to Edward River Council. During the Festival the Traffic Manager will log opening and closure times and submit them to the General Manager.

5.2 Festival Hours, Media Notification and Works Approval

Where any of the criteria is met in [Appendix D](#), any required approval shall be obtained.

Deni Ute Muster will request Edward River Council to assist with the following:

- Seek permission to erect "No Stopping" and "No Camping" signs from Monday 30th September 2019 to 12noon Sunday 6th October 2019 between Murray Irrigation Limited (MIL) Moulamein Channel No.1 & No.2 on Conargo Road addressing both sides of the road
- Seek permission to erect "No Stopping" and "No Camping" signs, from Monday 30th September 2019 to 12noon Sunday 6th October 2019, on Moonee Swamp Road from Conargo Road to Moonee Swamp Bridge Road.
- In the event we have to implement our wet weather plans – we will contact the Council to start cleaning the roads using their street sweeper. We will also have a plan in place to utilise their tractors to pull out patrons.
- Media notification of changed traffic conditions.
- The Service NSW road works speed limit notification form.

6. Vehicle Movement Plan

Where required, a Vehicle Movement Plan (VMP), [Appendix E](#), will be designed and implemented in accordance with Section 7.5 - Vehicle Movement Plans; "RTA Traffic Control at Work Sites" manual.

7. Variable Message Boards

See [Appendix F](#), [Appendix G](#) and [Appendix H](#).

8. Risk Management

See [Appendix I](#).

9. Traffic Control Measures

9.1 Lead Up and Festival Days

Monday 30th September 2019

Variable Message Sign (VMS) boards will be placed at the following locations to notify the changed traffic conditions commencing Thursday 3rd October 2019 through to Sunday 6th October 2019

- Board A - 50m south of Augustus Street
- Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1
- Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road
- Board D - Conargo/ Jerilderie Road at Jerilderie
- Board E - Conargo Road - 50m north of Wandook Road/Conargo Road intersection
- Board J - Cobb Highway 100m past 100km/hr sign out of Moama
- Board K - Cobb Highway - 500m south of the Barmah Road turn off
- 8 x 'No Camping' and 4 x 'No Stopping' signs will be erected between MIL Moulamein Channel No.1 & No.2 on Conargo Road on either side of the Main Entrance
- 6 x 'No Stopping' and 5 x 'No Camping' signs will be erected on MSR from Conargo Road to Moonee Swamp Bridge Road (MSBR)
- Implement speed zoning as per SZA

Wednesday 2nd October 2019

All required signage must be erected by 4pm - prior to any vehicle entering either Bluey's Paddock or the Deniliquin Festival Site

Variable Message Sign (VMS) boards will be changed, and new ones placed at the following locations:

Boards to change:

- Board A - 50m south of Augustus Street
- Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1
- Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

New Boards:

- Board I - Finley Road, 150m from the Finley Road, Hay Road, Davidson Street roundabout
- Board F - Davidson Street near Brick Kiln Bridge
- Board G - Hay Road - 50m Hay side of Smart Street

Boards not to change:

- Board D - Conargo/ Jerilderie Road at Jerilderie
- Board E - Conargo Road - 50m north of Wandook Road/Conargo Road intersection

- Board J – Cobb Highway 100m past 100km/hr sign out of Moama
- Board K – Cobb Highway – 500m south of the Barmah Road turn off

Implement speed zoning as per SZA

Implement TCP1 – this decision will be made by the Traffic Manager

Implement TCP2 or TCP2A, TCP2B and TCP2C if wet – this decision will be made by the Traffic Manager

Thursday 3rd October 2019

All signage and parking attendants to be in place by 5.30am, prior to Bluey's Paddock Track opening at 6.00am.

Traffic Controllers to be in place prior to the Festival Camping areas opening at 12noon.

Variable Message Sign (VMS) boards will be as follows:

Boards to change:

- Board A - 50m south of Augustus Street
- Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1
- Board E - Conargo Road – 50m north of Wandook Road/Conargo Road intersection
- Board I - Finley Road, 150m from the Finley Road, Hay Road, Davidson Street roundabout
- Board G - Hay Road - 50m Hay side of Smart Street

Boards to remain:

- Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road
- Board D - Conargo/ Jerilderie Road at Jerilderie
- Board F - Davidson Street near Brick Kiln Bridge
- Board J - Cobb Highway 100m past 100km/hr sign out of Moama
- Board K – Cobb Highway – 500m south of the Barmah Road turn off

New Boards:

- Board H – Conargo Road Search Area
- The north bound lane of Napier Street between George Street and Charlotte Street will be closed.
- There will be "No Right Turn" at Charlotte Street onto Napier Street Thursday 3rd October 2019 until 5pm - duration being 11 hours. – **Permission is still to be sought for this closure.**
- Implement speed zoning as per SZA
- Implement TCP1A – this decision will be made by the Traffic Manager
- Implement TCP2 or TCP2A, TCP2B and TCP2C if wet – this decision will be made by the Traffic Manager Implement TCP2 if traffic is congested – this decision will be made by the Traffic Manager

Friday 4th October 2019 at 10.00am

Variable Message Sign (VMS) boards will be changed, remain and removed at the following locations:

Messages to remain:

- Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1
- Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road
- Board D - Conargo/ Jerilderie Road at Jerilderie
- Board E – Conargo Road – 50m north of Wandook Road/Conargo Road intersection
- Board F - Davidson Street near Brick Kiln Bridge
- Board G - Hay Road - 50m Hay side of Smart Street
- Board I - Finley Road, 150m from the Finley Road, Hay Road, Davidson Street roundabout
- Board J - Cobb Highway 100m past 100km/hr sign out of Moama
- Board K – Cobb Highway – 500m south of the Barmah Road turn off

Messages to change:

- Board A - 50m south of Augustus Street
- Board H - Conargo Road Search Area (to be relocated onto Conargo Road)

The same TCPs will apply

Saturday 5th October 2019

Variable Message Boards will remain the same as Friday 4th October.

The same TCPs will apply

Sunday 6th October 2019

Variable Message Sign (VMS) boards will be placed at the following locations to notify all Patrons of the best ways to exit the DFS to their destinations, commencing 6am Sunday 6th October 2019:

Boards to relocate and change:

- Board A - 50m south of Augustus Street, on the eastern side of Conargo Road
- Board H - Conargo Road - opposite Main Entrance Gate
- Board E - Conargo Road - 400m south of Wandook Road / Conargo Road intersection
- Board I - Aratula Road - 400m west of Aratula Road/ Riverina Highway intersection
- Board F - Moonee Swamp Bridge Road exit
- Board K – Cobb Highway – 500m north of the Barmah Road turn off
- Board G - Moonee Swamp Road - 400m south west of Aratula Road/ Moonee Swamp Road Intersection

Boards to remain and change:

- Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

Boards to remain:

- Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1
- Board D - Conargo/ Jerilderie Road at Jerilderie
- Board J - Cobb Highway 100m past 100km/hr sign out of Moama
- Implement TCP3

9.2 Festival Entry

The Main Entrance to the Festival is on Conargo Road, which is a main road linking Deniliquin and Conargo. This Regional Road is under the care, control and management of Edward River Council, it is a two lane, two-way sealed road with a design speed of 100km/hr.

The secondary entrance to the Festival is the Moonee Swamp Road which is a local Council road. This road is also under the care, control and management of Edward River Council, it is a two lane, two-way sealed road with a design speed of 100km/hr.

THURSDAY 3rd OCTOBER 2019**Incoming traffic from Deniliquin**

All traffic must turn right onto MSR to enter the Deniliquin Festival Site (DFS). They will then turn left on the dirt road known as Moonee Swamp Bridge Road (MSBR). This road will be split into five clearly marked lanes (Lane 1, Lane 2, Lane 3, Lane 4 and Lane 5) with Lane 1 being on the left-hand side through to Lane 5 on the right-hand side.

- **Lane 1 + 2** for all Festival Patrons to veer left onto Blueys Paddock Track
- **Lane 3 + 4** for Vendors, Volunteers, Staff and Contractors only to go over the Moonee Swamp Bridge
- **Lane 5** is for all exiting traffic from the Festival site only

Vendors, Staff, Volunteers and Contractors

- Will line up in Lane 3 and 4 to enter in the DFS after their credentials have been checked by Security
- They will have their wristbands scanned as they enter the DFS
- They may need to collect passes from the MSR Demountable

All patrons (General Family Campers, Rent-A-Tent, Volunteer Campers, Non Ute Campers, Disabled Family Campers, Family Reserved Campers, Ute Paddock, Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers)

- Will line up in Lane 1 and Lane 2 to veer left onto Blueys Paddock Track
- Parking attendants will be at the start of Bluey's Paddock Track to direct patrons
- Patrons will form two lanes in the order they have arrived
- Two parking attendants will be positioned at the MIL Moulamein Channel No.2 on Conargo Rd. It is at this point that vehicles turn right where there will be VMS Boards and volunteer traffic controllers drafting vehicles into the correct lines for searching

All Patrons – Post turning the corner being parallel with Conargo Road

- Approximately 50m from this point, at the Conargo Road Search Area (CRSA) vehicles will enter five clearly marked lanes. The CRSA is approx. 300m from the Main Entrance.
- Four parking attendants will be placed at the CRSA to direct traffic into 5 lanes. With Lane 1 being on the left hand side through to Lane 5 on the right hand side. These 5 lanes will be clearly sign posted and defined with orange bunting. The orange bunting will continue up to the Main Entrance.
 - **Lane 1** - Ute Paddock and Non Ute Camping
 - **Lane 2** - Ute Reserved Campers and Ute/ Club Convoy Campers - displaying Vehicle Stickers
 - **Lane 3** - General Family Campers
 - **Lane 4** - General Family Campers
 - **Lane 5** - Family Reserved Campers, Rent-A-Tent and Volunteer camping patrons - displaying Vehicle Stickers
- Wristbands will be scanned at the CRSA.
- At this point Family Reserved Campers, Rent-A-Tent and Volunteer camping patrons will turn right into Hooroo Lane. A parking attendant will direct these campers down Hooroo Lane and turn right and continue past the Coates Hire Show N Shine Arena to the Reserved Campsites.
- At the Main Entrance the traffic will divert back into 4 lanes and will be sign-posted to adjust to the traffic entering:
 - **Lane 1** - Ute Paddock - **NO TRAILERS** - to turn left into the Ute Paddock approx. 220m along the Main Entrance
 - **Lane 2** - Ute Reserved Campers and Ute/ Club Convoy Campers - to turn left into the Ute Paddock approx. 340m along the Main Entrance
 - **Lane 3** - General Family Campers - to head straight through to Gate 5 to enter the Family Camping areas
 - **Lane 4** - General Family Campers - to head straight through to Gate 5 to enter the Family Camping areas.
 - **Lane 5** - Buses and Emergency Vehicles - TO BE KEPT CLEAR AT ALL TIMES

Incoming Traffic from Conargo

All traffic must turn right onto Wandook Road, then left onto Hay Road heading to the Hay Road/ Finley Road/ Davidson Street roundabout going straight through the roundabout then turning left onto Wanderer Street/Conargo Road. They will then turn right onto the Moonee Swamp Road, then turn left on the dirt road known as Moonee Swamp Bridge Road (MSBR). This road will be split into five clearly marked lanes (Lane 1, Lane 2, Lane 3, Lane 4 and Lane 5) with Lane 1 being on the left-hand side through to Lane 5 on the right-hand side.

- **Lane 1 + 2** for all Festival Patrons to veer left onto Blueys Paddock Track
- **Lane 3 + 4** for Vendors, Volunteers, Staff and Contractors only to go over the Moonee Swamp Bridge
- **Lane 5** is for all exiting traffic from the Festival site only

Vendors, Staff, Volunteers and Contractors

- Will line up in Lane 3 to enter in the DFS after their credentials have been checked by Security
- They will have their wristbands scanned as they enter the DFS
- They may need to collect passes from the MSR Demountable

All patrons (General Family Campers, Rent-A-Tent, Volunteer Campers, Non Ute Campers, Disabled Family Campers, Family Reserved Campers, Ute Paddock, Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers)

- Will line up in Lane 1 and Lane 2 to veer left onto Blueys Paddock Track
- Parking attendants will be at the start of Bluey's Paddock Track to direct patrons
- Patrons will form two lanes with Family Reserved Campsite holders, Rent-A-Tent patrons and Volunteer Campers on the right and General Family Campers to the left.

- Two parking attendants will be positioned at the MIL Moulamein Channel No.2 on Conargo Rd. It is at this point that vehicles turn right merging with Ute Paddock and Ute Reserved Campsite holders.

All Patrons – Post turning the corner being parallel with Conargo Road

- Approximately 50m from this point, at the Conargo Road Search Area (CSRA) vehicles will enter five clearly marked lanes. The CSRA is approx. 300m from the Main Entrance.
- Four parking attendants will be placed at the CSRA to direct traffic into 5 lanes. With Lane 1 being on the left hand side through to Lane 5 on the right hand side. These 5 lanes will be clearly sign posted and defined with orange bunting. The orange bunting will continue up to the Main Entrance.
 - **Lane 1** - Ute Paddock -NO TRAILERS– Non Ute Campers
 - **Lane 2** - Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers - displaying Vehicle Stickers
 - **Lane 3** - General Family Campers
 - **Lane 4** - General Family Campers
 - **Lane 5** - Family Reserved Campers, Disabled Family Campers and Rent-A-Tent patrons - displaying Vehicle Stickers
- Wristbands will be scanned at 20m past the CRSA. This stop will be 60m before the Main Entrance.
- At this point Family Reserved Campers, Disabled Family Campers and Rent-A-Tent patrons will turn right into Hooroo Lane. A parking attendant will direct these campers down Hooroo Lane and turn right and continue past the Coates Hire Show N Shine arena to the Reserved Campsites.
- At the Main Entrance the traffic will divert back into 4 lanes and will be sign-posted to adjust to the traffic entering:
 - **Lane 1** - Ute Paddock - NO TRAILERS - to turn left into the Ute Paddock approx. 220m along the Main Entrance
 - **Lane 2** - Ute Reserved Campers and Ute/ Club Convoy Campers - to turn left into the Ute Paddock approx. 340m along the Main Entrance
 - **Lane 3** - General Family Campers - to head straight through to Gate 5 to enter the Family Camping areas
 - **Lane 4** - General Family Campers - to head straight through to Gate 5 to enter the Family Camping areas.
 - **Lane 5** - Buses and Emergency Vehicles - TO BE KEPT CLEAR AT ALL TIMES

FRIDAY 4th 10.00am & SATURDAY 5th OCTOBER 2019

Incoming traffic from Deniliquin

Vendors, Staff, Volunteers and Contractors

Must turn right into MSR to enter the Deniliquin Festival Site (DFS). They will then turn left on the dirt road known as Moonee Swamp Bridge Road (MSBR). This road will be split into three clearly marked lanes (Lane 1, Lane 2 and Lane 3) with Lane 1 being on the left hand side through to Lane 3 on the right hand side.

- **Lane 1** and **Lane 2** is for all DFS entries
- **Lane 3** is for all exiting traffic
- All vendors, staff, volunteers and contractors will have their credentials checked by Security
- They will have their wristbands scanned as they enter the DFS

All patrons (General Family Campers, Rent-A-Tent, Volunteer Campers, Non Ute Campers, Disabled Family Campers, Family Reserved Campers, Ute Paddock, Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers)

- Will all continue along Conargo Road to the main DFS gate.
- Security checks and wristband scanning will take place 50m inside the main gate.
- Parking attendants will be placed at the search area to direct traffic into necessary lanes.
 - **Lane 1** - Ute Paddock, Non Ute Camping , Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers - NO TRAILERS

- **Lane 2** - Ute Paddock, Non Ute Camping, Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers - NO TRAILERS
- **Lane 3** - General Family Campers, Family Reserved Campers, Rent-A-Tent patrons, Disabled Family Campers and Volunteer Campers.
- **Lane 4** – Disabled Parking and Day Parking

Incoming Traffic from Conargo

All traffic

All must turn right onto Wandook Road, then left onto Hay Road heading to the Hay Road/ Finley Road/ Davidson Street roundabout going straight through the roundabout then turning left onto Wanderer Street/Conargo Road.

Vendors, Staff, Volunteers and Contractors

Must turn right into MSR to enter the Deniliquin Festival Site (DFS). They will then turn left on the dirt road known as Moonee Swamp Bridge Road (MSBR). This road will be split into three clearly marked lanes (Lane 1, Lane 2 and Lane 3) with Lane 1 being on the left hand side through to Lane 3 on the right hand side.

- **Lane 1** and **Lane 2** is for all DFS entries
- **Lane 3** is for all exiting traffic
- All vendors, staff, volunteers and contractors will have their credentials checked by Security
- They will have their wristbands scanned as they enter the DFS

All patrons (General Family Campers, Rent-A-Tent, Volunteer Campers, Non Ute Campers, Disabled Family Campers, Family Reserved Campers, Ute Paddock, Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers)

- Will all continue along Conargo Road to the main DFS gate.
- Security checks and wristband scanning will take place 50m inside the main gate.
- Parking attendants will be placed at the search area to direct traffic into necessary lanes.
 - **Lane 1** - Ute Paddock, Non Ute Camping , Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers - NO TRAILERS
 - **Lane 2** - Ute Paddock, Non Ute Camping, Ute Reserved Campers, Disabled Ute Campers and Ute/ Club Convoy Campers - NO TRAILERS
 - **Lane 3** - General Family Campers, Family Reserved Campers, Rent-A-Tent patrons, Disabled Family Campers and Volunteer Campers.
 - **Lane 4** – Disabled Parking and Day Parking

ANYONE ATTENDING THE FESTIVAL THAT DOES NOT HAVE A WRISTBAND WILL HAVE TO GO TO MUSTER HQ, 62 – 64 HARDINGE STREET TO COLLECT OR PURCHASE HIS OR HER WRISTBAND.

Day Parking – Friday and Saturday ONLY

Vehicles will be directed by a traffic controller to turn right into the Main Entrance in the 4th lane. They will then turn right at the top of the Main Entrance around the Disabled Parking Area, then right again into the fenced area – Day Parking.

Disabled Parking – Friday and Saturday ONLY

Vehicles will be directed by a traffic controller to turn right into the Main Entrance in the 4th lane. They will then turn right at the top of the Main Entrance, then right again into the fenced area – Disabled Parking.

Public Transport

Thursday 3rd

- Taxis will pick up/drop off patrons on the north side of the main DFS gate
- Taxis will then access Conargo Road by continuing 50m north

Friday 4th and Saturday 5th

- Buses and taxis will gain access to the DFS using the 5th Lane on the Main Entrance
- The pick up location will be at the Bus Stop
- They will then exit the site on Hooroo Lane.

Public Pick Ups

These will be located at the Main Gates. Transport will enter off the Conargo Road into the Service Road, then drive to the North of the Main Entrance Gates. They will then re-enter the Conargo Road from this point.

Changed traffic conditions on Conargo Road

The police traffic unit will be noticeably present on Conargo Road on Wednesday and Thursday to alert drivers of the consequent changing of speed limits and traffic conditions for the following three days.

Ticket Pick Up and Sales

Patron Wristbands and Sales will be at Muster HQ, 62 – 64 Hardinge Street, Deniliquin. Operating hours will be:

- **Thursday 3rd October 7am – 9pm**
- **Friday 4th October 7am – 9pm**
- **Saturday 5th October 9am – 3pm**

All other Pick Ups, including Volunteer, Vendor, Media, Bullride etc. will be located in a demountable on MSBR.

9.3 Camping/ Parking

Campers prior to the Festival

Camping on the common either side of Conargo Road between MIL Moulamein Channel No.1 & No.2 will be prohibited, signage will be in place and NSW Police will be enforcing the 'No Camping' rule.

Camping will be allowed in Bluey's Paddock from 8.30pm or when the front entrance gates are closed on Thursday 3rd. There will be toilets available in this area.

Ute Paddock

There is a perimeter road inside the Ute Paddock as well as a dividing crossroad. The Ute Paddock is divided into 40 lanes on each side of the dividing crossroad.

The lanes are identified from A to T commencing from the internal fence closest to Gate 1 (entrance into Festival Arena) and moving westward to the Conargo Road fence.

Lane identification signs are erected at the start of each lane.

Parking attendants will initially direct patrons into the Ute Paddock in an anti-clockwise direction away from the entry gates and to the southeast corner of the paddock.

Once parked a no movement policy will apply, with any vehicles leaving the site unable to regain entry.

Reserved Camping Areas

There are 8 Reserved Camping areas located throughout our site. There are 2 Ute Reserved Camping areas with a total 481 sites. These sites are all 6m x 6m and are for Utes Only. No trailers, cars or caravans are allowed in this area. There are 6 Family Reserved Camping areas with a total of 1,008 sites. These comprise of 6m x 8m sites and 8m x 8m sites. Parking attendants will assist patrons into the Reserved Camping areas. These parking attendants will be located at the entrance to each of the reserved camping areas.

General Family Camping Areas

All General Family Camping areas are located on the east side of the site. These sites are not size specific.

Non Ute Paddock

The Non Ute Paddock is located at the back of the Ute Paddock along the fence line running parallel to Conargo Road. Trailers are NOT allowed in this space.

Volunteer Camping

This area is for all volunteers, backstage, crew, media and around the ground entertainers. Located west of Stockyards and south of the Rent-A-Tent in the family camping area.

Rent-A-Tent

This area is located west of Peppin Paddock. Patrons pre-purchase a tent. These campers will be identified by a coloured camping sticker.

Beccy Cole Camp Fire Tour

This area is located west of Peppin Paddock, next to Rent-A-Tent. This is a pre purchased, private group, fenced area. These campers will be identified by a coloured camping sticker.

Day Parking – Friday and Saturday ONLY

Day parking is located between the Main Entrance and Hooroo Lane, to the west of the Disabled Parking area.

Disabled Parking – Friday and Saturday ONLY

Disabled Parking is located between the Main Entrance and Hooroo Lane, at the east end.

Disabled Camping Areas

There are 2 Disabled Camping Areas. One is located near Gate 2 in the Family Camping area and the other is in the Ute Paddock, between Wheat Fields and Redgum Reserve.

9.4 Exiting the Deniliquin Festival Site

Thursday 3rd October 2019

For the duration of the Festival, patrons camping on the DFS will be bound by the no movement policy. Any vehicles leaving the site will be unable to regain entry.

Friday 4th and Saturday 5th September 2019

- For the duration of the Festival, patrons camping on the DFS will be bound by the no movement policy. Any vehicles leaving the site will be unable to regain entry.
- Utes in the Ute Paddock and Ute Reserved Camping areas will exit the DFS via Hooroo Lane.
- Vehicles in the Day Parking and Disabled Parking area will exit the DFS via Hooroo Lane, turning left onto the Service Road then onto Conargo Road toward Deniliquin.
- Public transport vehicles will exit the DFS via Hooroo Lane, turning left onto the Service Road and onto Conargo Road toward Deniliquin.
- Vehicles in the General Family Camping and Reserved Family Camping areas will exit the DFS via MSBR.

Sunday 6th October 2019

Where possible, patrons will be encouraged to use alternate routes to leave the DFS without coming into Deniliquin, as there is much congestion at the Finley Road/Hay Road roundabout. Signage will be erected indicating alternate routes, which join the Hay, Conargo, Moonee Swamp and Finley Roads as per TCP3.

Signage, including VMS boards, will be erected indicating the following alternative routes:

- Moonee Swamp Road will be promoted as the preferred option for traffic going to Finley, Albury and Melbourne via Shepparton. They will then turn right onto Aratula Road and left onto the Riverina Highway.

- Conargo Road will be promoted to be the preferred option for traffic heading to Wagga, Hay and Swan Hill.
- Wandook Road will be promoted as the preferred option to take right turning traffic from the site onto Conargo Road across to the Hay Road for traffic heading north to Hay.
- Flanagans Lane will not be promoted as an alternative route due to the potential for accidents at the intersection of Moonee Swamp Road and Flanagan's Lane.

9.5 Personnel

Personnel on site for the management of patrons for the weekend will include:

Wednesday 2nd October 2019

Event Volunteers

- Early morning - setting up of lanes, and erecting signs as required.

Edward River Council Staff

- Early morning - setting up of the SZA signage as per TCP1

Thursday 3rd October 2019

Event Volunteers

- Volunteers x 2: Traffic control Entering line up area along Bluey's Paddock Track.
- Volunteers x 3: Traffic control Half way point of line up area along Bluey's Paddock Track.
- Volunteers x 6: Traffic control Bunting point of line up area along Bluey's Paddock Track.
- Volunteers x 6: Traffic control End point of line up area along Bluey's Paddock Track.
- Volunteers x 1: Traffic control At Hooroo Lane ensuring that all patrons entering have a reserved family camping, rent a tent, Beccy Cole camp fire tour or volunteer camping sticker to enter.
- Volunteers x 2: Traffic control At Main Gate ensuring patrons are in correct lanes.
- Volunteers x 1: Traffic control Corner of Hooroo Lane, bus stop end.
- Volunteers x 1: Traffic control Ute Paddock entrance.
- Volunteers x 1: Traffic control Bus Stop.
- Lions x 20: Completing wristband scanning at the CSRA (4 at Hooroo Lane, 16 near Main Entrance).
- Lions/Community Group x 3: Completing wristband scanning at the DFS entry on MSBR
- Lions/Community Group x 1: Completing wristband scanning at the DFS exit on MSBR
- Rural Fire Service x 6: Camping attendants in Family Camping area
- Rural Fire Service x 4: Camping attendants in Ute Paddock
- VRA x 10: Camping attendants in the Reserved Camping areas
- Paid Organisation/Volunteers x 10: Camping attendants in the Reserved

Camping areas Edward River Council Staff

- QTC x 2: MIL Moulamein Channel No.2 on Conargo Road directing traffic over to CRSA
- QTC x 2: CRSA
- QTC x 2: Conargo Road and MSR intersection
- QTC x 2: Implement speed zoning as per SZA and TCP1 (TCP2 or TCP2A, TCP2B and TCP2C depending on conditions)

Friday 4th October 2019**Event Volunteers**

- Volunteers x 2: Traffic control Entering line up area along Bluey's Paddock Track. 6.00a.m. – 10.00a.m.
- Volunteers x 3: Traffic control Half way point of line up area along Bluey's Paddock Track. 6.00a.m. – 10.00a.m.
- Volunteers x 6: Traffic control Bunting point of line up area along Bluey's Paddock Track. 6.00a.m. – 10.00a.m.
- Volunteers x 6: Traffic control End point of line up area along Bluey's Paddock Track. 6.00a.m. – 10.00a.m.
- Volunteers x 1: Traffic control At Hooroo Lane ensuring that all patrons entering have a reserved family camping, rent a tent, Beccy Cole camp fire tour or volunteer camping sticker to enter. 6.00a.m. – 10.00a.m.
- Volunteers x 2: Traffic control At Main Gate ensuring patrons are in correct lanes.
- Volunteers x 1: Traffic control Corner of Hooroo Lane, bus stop end. 6.00a.m. – 10.00a.m.
- Volunteers x 1: Traffic control Ute Paddock entrance.
- Volunteers x 1: Traffic control Bus Stop.
- Lions x 12: Completing wristband scanning
- Lions/ Community Group x 3: Completing wristband scanning at the DFS entry on MSBR
- Community Group x 1: Completing wristband scanning at the Hooroo Lane gate – Gate 58
- Community Group x 2: Completing wristband scanning at the DFS exit on MSBR
- Rural Fire Service x 6: Camping attendants in Family Camping area
- Rural Fire Service x 4: Camping attendants in Ute Paddock
- VRA x 10: Camping attendants in the Reserved Camping areas
- Community Group x 10: Camping attendants in the Reserved Camping area

Edward River Council Staff

- QTC x 2: CRSA
- QTC x 1: Hooroo Lane onto Conargo Road
- QTC x 2: Conargo Road and MSR intersection – morning only
- QTC x 2: Implement speed zoning as per SZA and TCP1 (TCP2 or TCP2A, TCP2B and TCP2C depending on conditions)

Saturday 5th October 2019**Event Volunteers**

- Volunteers x 2: Ensuring all patrons are in the correct lane when leaving the CRSA
- Lions x 3: Completing wristband scanning
- Lions/ Community Group x 2: Completing wristband scanning at the DFS entry on MSBR
- Community Group x 1: Completing wristband scanning at the Hooroo Lane gate – Gate 58
- Community Group x 1: Completing wristband scanning at the DFS exit on MSBR
- Rural Fire Service x 6: Camping area attendants

9.6 Traffic Directions To The Deniliquin Festival Site**From Echuca (74kms)**

- Follow the Cobb Highway from Echuca into Deniliquin following signs to Hay and Finley.
- Turn right at roundabout into Hardinge Street.
- Turn right at Charlotte Street (McDonalds on right).
- Go past the Ute on the Pole and veer left to go across the National Bridge taking you onto Davidson Street
- Follow signage for all patrons.

From Finley (55kms)

- Travel along Riverina Highway from Finley.
- Follow signage for all patrons.

From Hay (118kms)

- Travel towards Deniliquin from Hay along the Cobb Highway.
- Follow signage for all patrons.

From Conargo (35kms)

- Conargo is located to the north of the Deniliquin Festival Site.
- The Festival is on the left hand side of the road before Deniliquin.
- Follow signage for all patrons.

9.7 Road Occupancy Licences

The Deni Ute Muster will apply through Roads and Maritime Service to implement Road Occupancy Licences for the following roads:

- Conargo Road – Jerilderie to Conargo
- Conargo Road – Conargo to Deniliquin
- Hay Road – Hay to Deniliquin
- Finley Road/ Riverina Highway – Finley to Deniliquin
- Cobb Highway – Moama to Deniliquin (including Echuca/ Moama Bridge)
- Barham Road – Barham to Deniliquin
- Wakool Road – Wakool to Deniliquin

In addition to these licences, the Deni Ute Muster will liaise with the following Local Government Areas for their assistance:

- | | | |
|----------------------|----------------------|----------------|
| • Murray River Shire | • Hay Shire | Berrigan Shire |
| • Edward River Shire | • Murrumbidgee Shire | |

10. Extreme Traffic Build Up Plan

If there is to be any concerns that traffic build up will become an issue, it will occur between Thursday 3rd October 2019 8.00am to 11.00pm, Friday 4th October 2019 6.00am to 10.00am and Sunday 6th October 2019 8.00am to 12.00pm.

10.1 PLAN A – Normal Conditions

Normal conditions will allow the implemented Traffic Control Plan – TCP1 to stay in place.

10.2 PLAN B – Accident Occurs

The following plans will be controlled by Qualified Traffic Controllers:

- (i) If an accident occurs between Augustus Street and Deniliquin Festival Site, then direct traffic from Finley Road through Roundabout onto Hay Road, then turn right down Smart Street, then right onto Conargo Road. All traffic from Davidson Street will turn left at the Roundabout, right into Smart Street and then right onto Conargo Road. All traffic from Hay Road will turn left into Smart Street then right onto Conargo Road.
- (ii) If an accident occurs between the North side Roundabout (Intersection of Hay Road, Finley Road and Davidson Street) and Augustus Street along Wanderer Street, then direct all traffic from Finley Road to turn right onto Hyde Street, then left onto Augustus Street, then right onto Conargo Road. All traffic from Davidson Street to turn left at the North side Roundabout then right into Browning Street, right into Augustus Street and left onto Conargo Road.
- (iii) If an accident occurs between Pony Club Road/ Smart Street and the North Side Roundabout, then direct all National Bridge traffic to turn left onto Pony Club Road/ Smart Street, then right onto Hay Road, left at the North side Roundabout into Conargo Road.

11. Wet Weather Contingency Plan

The Deni Ute Muster, Traffic Manager and Deniliquin LAC will meet on Saturday 28th September and make the decision as to whether this plan needs to be implemented. If required, the following plan will be put into action.

An extensive drainage system is in place to drain the Deniliquin Festival Site. This system has significant capacity and will allow the site to drain quickly under normal wet weather conditions.

Saturday 28th September 2019

Deni Ute Muster, Deniliquin LAC, Traffic Manager and the Safety Officer will assess the Camping Areas. They will ascertain the viability of a large contingent of Utes and patrons gaining access safely from the CRSA into the DFS and their continuing safety throughout the Festival.

If areas are deemed too wet to take vehicles, the following locations will be utilised to hold traffic.

The following directions will apply:

- Traffic from Hay and Finley will be redirected at the Hay Road /Finley Road roundabout to the Edward River Oval and to Rams Oval with the use of signage.
- Traffic from Echuca will be redirected at the Cobb Hwy/Crispe Street to Memorial Park.
- Traffic from Barham/ Wakool will be redirected at the Barham Road/ Wakool Road roundabout to Wirraway Dr (Cemetery Road), to Rotary Park.

The following actions will be put into place:

- Qualified Traffic Controllers (QTC) will be engaged to manage these intersections and TCP2A, TCP2B and TCP2C will be introduced
- QTC and Parking Attendants will also be used onsite at each of these parks
Security will be relocated to the new locations
- CWS Skip bins will be relocated to the new locations
- Buses will be organised to transport patrons to the Festival Site and return throughout the event.
Light towers, toilets and showers will be taken from the Deniliquin Festival Site to these locations.
VMS boards will be taken from the Deniliquin Festival Site to the following locations:
- North of Cobb Highway/ Wirraway Drive
intersection South of Cobb Highway/ Crispe Street
intersection
- Barham Road prior to Hardinge Street/ Cobb Highway
Roundabout Wakool Road prior to Hardinge Street/ Cobb Highway
Roundabout Finley Road prior to roundabout
- VMS Boards that will need messages changed, but stay in current location
Hay Road/ Smart Street

If the Festival Site will hold campers, but the holding areas are too wet then all traffic will be directed to use Wandook Road as the main route to the Deniliquin Festival Site – following TCP2 as follows:

- Direct traffic from Finley Road through North side Roundabout onto Hay Road, turn right onto Wandook Road, then right onto Conargo Road.
- Direct traffic from Davidson Street to turn left at the Roundabout onto Hay Road, turn right onto Wandook Road, then right onto Conargo Road.
- All traffic from Hay will turn left onto Wandook Road, merging with Deniliquin traffic then right onto Conargo Road.

The following actions will be put into place:

- Qualified Traffic Controllers (QTC) will be engaged to manage these intersections and TCP2 will be introduced
- MS boards will be changed to the following locations as stated in TCP2:
 - Wandook Road – prior to Wandook Road/ Conargo Road intersection
 - Finley Road prior to north side roundabout
 - Hay Road – north of Wandook Road / Hay Road intersection
 - Hay Road – south of Wandook Road / Hay Road intersection
 - Davidson Street near Brick Kiln Bridge
- Local tractor owners and Edward River Council tractors will be consulted prior to the implementation of TCP2 for towing purposes

This route is approximately 21km, that will act as a holding area for a very large quantity of vehicles.

We will implement TCP1, with all roads leading to the site. All internal roads are wet weather roads.

Appendix A: Traffic Control Plans

Traffic Control Plans - Deni Ute Muster 2019

TCP 1

Relates to traffic control & speed zone signage on MR552 & Moonee Swamp Road.

TCP 2

Relates to traffic control & speed zone signage on MR552 – Wet Weather and Traffic Congestion – Deniliquin Festival Site can hold traffic.

TCP 2A

Relates to traffic control & speed zone signage on MR552 –Wet Weather – Deniliquin Festival Site can not hold traffic – Rotary Park.

TCP 2B

Relates to traffic control & speed zone signage on MR552 –Wet Weather – Deniliquin Festival Site can not hold traffic – Memorial Oval.

TCP 2C

Relates to traffic control & speed zone signage on MR552 –Wet Weather – Deniliquin Festival Site can not hold traffic – Rams Oval and Edward River Oval.

TCP 3

Relates to traffic exiting the Deniliquin Festival Site on Sunday 6th October 2019.

TCP 4

Relates to traffic entering the Conargo Road Search Area.

TCP 5

Relates to Detour via Wandook Road for all traffic commencing 6am Thursday 3rd October 2019

TCP 6

Relates to “No Right Turn” from Charlotte Street into Napier Street. Napier Street closed from George Street to Charlotte Street including lane between Josh’s Bakehouse and Cellarbrations. Effective from 6am until 5pm Thursday 3rd October 2019.

Appendix B: Traffic Management Inspection Plan

INSPECTION	HOW TO INSPECT	WHEN TO INSPECT	RECORD	RESPONSIBILITY
Festival Activities				
Traffic Control and Signage	Visually and complete record	Once per day for each site, pre and post checks.	Form - T1	Traffic Manager
VMS & SZA	Visually and complete record	Record of use	Form - T4	Traffic Manager

2018 Deni Ute Muster Traffic Management Plan

Appendix C: Traffic Management Forms

Form T1 Daily Inspection Check List

**DAILY CHECKLIST – TRAFFIC CONTROL AT
SHORT TERM WORK SITES**

SITE SUPERVISOR: _____ DATE: _____

REPORTING OFFICE/COMPANY: _____

SITE:	1		2		3		4	
TCP No:								
INSPECTION:	Pre-Start	Pre-Close	Pre-Start	Pre-Close	Pre-Close	Pre-Start	Pre-Close	Pre-Start
TIME: (24 hrs)								
<i>All signs used during the work are to be recorded below, using the following codes: Y – signs and devices are in place during pre-start check and between shifts. N – signs and devices are no longer required at pre-close down check. X – signs and devices are damaged, vandalised or missing.</i>								
Signs and devices:								
Traffic Signals – time operational	To		To		To		To	
Appr No								
Temp Speed – time operational	To		To		To		To	
Appr No								
Speed (km/h)								
Supervisor's Initials:								

SITE 1
SITE 2
SITE 3

Form T2 Summary of Traffic Control Safety Audits

TRAFFIC CONTROL AT WORK SITES
Location Risk Assessment

Road No: _____ Location: _____

Type of Work: _____

Date: _____ Completed by: _____ Signature: _____


Answers to the questions below may require minor modifications to be made to the Traffic Control Plan or Traffic Control Guidance Scheme. This may include the installation of additional signs and/or changes to the sign locations.

Record any action taken in the space provided below.

1	Will existing signs have to be covered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
2	Will existing road markings have to be removed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
3	Are there approvals for traffic control devices?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
4	Will there be safe clearances between the workers and through traffic?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
5	Will there be any restrictions on length tapers, bollard spacing and delineation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
6	Will the location of intersections, ramps etc within the worksite increase the risk to workers?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
7	Will vehicles be entering or leaving the worksite from private or commercial driveways?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
8	Will nearby features (schools, shops, railways, railway stations etc) affect the worksite?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
9	Will any local parking restrictions affect the worksite?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
10	Will there be adequate space for worker parking?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
11	Will there be nightworks?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
12	Will any excavations affect the safety of workers or traffic?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
13	Will there be adequate sight distance for road users to see signs and traffic controllers?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
14	Will any signs or traffic controllers be in the shade?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
15	Will control measures be safe for the approach speeds of traffic?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
16	Will work be undertaken outside peak times?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
17	If not, will the control measures cater for the traffic peak?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
18	Will any bus stops (including school bus stops) be affected by the worksite?	Yes	No	n/a
19	Will pedestrians be affected by the worksite?	Yes	No	n/a
20	Will cyclists be affected by the worksite?	Yes	No	n/a
21	Are there any underground or overhead utilities that might be a risk to workers or plant?	Yes	No	n/a
22	Will the time of day be significant (ie sunrise/sunset) for signs/traffic controllers?	Yes	No	n/a
23	Will the TCP be required for after hours?	Yes	No	n/a
24	Will allowances for queuing be required?	Yes	No	n/a
25	Will allowance be required for oversize loads and/or load limits?	Yes	No	n/a
26	Will any upcoming local events (shows, livestock sales, parades etc) affect the worksite?	Yes	No	n/a
27	Will advertising be required?	Yes	No	n/a

Item No.	Action

Form T3 Use of Temporary Traffic Signals

PORTABLE TRAFFIC SIGNALS (PTS)			 Transport Roads & Maritime Services			
Record of Application, Approval and Use						
PART A - APPLICATION - Only this section is to be filled out by the applicant						
Organisation Name: _____			Project: _____			
Road No. / Name: _____			Location: _____			
Period of Use: From: _____		To: _____				
Officer's Name: _____		Signature: _____			Date: _____	
PART B - APPROVAL - To be completed by a person with delegated authority to give direction under 4D(2) of the Traffic Act						
Pursuant to Regulation 55(1) of the Motor Traffic Regulations, approval is given to the use of Portable Traffic Signals (which have been separately type-approved to RMS Specification PTS/3-Part A-1991 and conform to AS4191-2015), as detailed herein:						
Signed: _____		Name: _____			Date: _____	
(RMS Manager)						
PART C - PORTABLE TRAFFIC SIGNAL USE - To be filled out on site during PTS use						
Date	24hr time mode		SUPERVISOR'S NAME (please print)	Initials	Mode of Operation*	ROL/SZA No.
	Start	Finish				
* Mode of Operation - Codes		MAN-1 - Manual Shuttle		FT - Fixed-time shuttle		
		MAN-2 - Manual two-way		FA - Flashing amber		
		VA - Vehicle-activated shuttle				
This completed document showing the dates and times for which the Portable Traffic Signals were in operation is to be kept with your permanent job/project site records.						

2018 Deni Ute Muster Traffic Management Plan

Appendix D: Reference to specifications

Work Hours, Speed Restriction, Zones, Signals & Devices and Notifications.

Issue	Requirements
Working times	Comply with work hours as required by the Festival.
Work hours	Work hours are 8.00am Thursday 3 rd October, 2019 to approx 12noon Sunday 6 th October 2019.
Speed Restriction	Comply with Cls. G1.10 Speed Limit Compliance & G10 Cls. 1.7 Temporary Speed Zoning
Portable Traffic Signals	Provision for use of Portable Traffic Signals for short term applications.
Traffic Control Devices	As per traffic control plan.
Approvals, Licenses and Permits	Any Approvals, Licences or Permits are to be obtained by Deni Play on the Plains Festival Ltd

Appendix E: Vehicle Movement Plan

1. The Traffic Manager is to monitor all vehicle movements undertaken on the Deniliquin Festival Site controlled by traffic management plans to ensure appropriate caution is exercised.
2. Multiple truck movements onto the Deniliquin Festival Site, with a merging sight distance of less than 250 metres, shall be controlled by a single traffic controller for the merging direction.
3. All vehicle movements undertaken in areas not covered by the traffic management plan are to be in accordance with motor traffic regulations.
4. U-turns are not to be made across lanes carrying traffic, without traffic control by Traffic Controllers, unless clear sight distance in both directions exceeds 300m. U-turns are illegal across unbroken centre lines (barrier line or painted median).
5. There is to be no reversing, including 3-point U-turns, in lanes carrying traffic unless Traffic Controllers are controlling the traffic.
6. Vehicles must not remain stationary in lanes carrying through traffic unless broken down, in a traffic jam, or protected by Traffic Controllers.
7. When entering or leaving work areas trucks must be able to decelerate and accelerate outside the through traffic lanes, i.e. under traffic control or on shoulder areas.

Appendix F: Variable Message Boards – Normal Weather

Monday 30th September

Board A - 50m south of Augustus Street

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
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Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
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Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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Board E - Conargo Road – 50m north of Wandook Road/Conargo Road Intersection

MAJOR EVENT AHEAD	DETOUR STARTING THUR 3RD
-------------------------	--------------------------------

Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE 
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Wednesday 2nd October at 6am

Boards to remain:

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
-------------------------	--------------------------	--------------------	-------------------------

Board E - Conargo Road – 50m north of Wandook Road/Conargo Road Intersection

MAJOR EVENT AHEAD	DETOUR STARTING THUR 3RD
-------------------------	--------------------------------

Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE 
-------------------------	--------------------------	--

Boards to change:

Board A - 50m south of Augustus Street

DENI UTE MUSTER	400M AHEAD	CHANGED TRAFFIC CONDITIONS	TRAFFIC CONTROL AHEAD
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Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	500M AHEAD	TRAFFIC CONTROL AHEAD
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Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

DENI UTE MUSTER	1 KM AHEAD	CHANGED TRAFFIC CONDITIONS
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New boards:

Board I – Finley Road, 150m from the Finley Road, Hay Road and Davidson Street roundabout

DENI UTE MUSTER	3RD OCT TO 6TH OCT	CHANGED TRAFFIC CONDITIONS
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Board F – Davidson Street near Brick Kiln Bridge

DENI UTE MUSTER	3RD OCT TO 6TH OCT	CHANGED TRAFFIC CONDITIONS
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Board G – Hay Road, 50m Hay side of Smart Street

DENI UTE MUSTER	3RD OCT TO 6TH OCT	CHANGED TRAFFIC CONDITIONS
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2018 Deni Ute Muster Traffic Management Plan

Thursday 3rd October

Boards to remain:

Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

DENI UTE MUSTER	1 KM AHEAD	CHANGED TRAFFIC CONDITIONS
-----------------------	---------------	----------------------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE ➔
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Board F – Davidson Street near Brick Kiln Bridge

DENI UTE MUSTER	3RD OCT TO 6TH OCT	CHANGED TRAFFIC CONDITIONS
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Boards to change:

Board A - 50m south of Augustus Street

DENI UTE MUSTER	CHANGED TRAFFIC CONDITIONS	ALL TRAFFIC ➔	350M AHEAD
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Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	CHANGED TRAFFIC CONDITIONS	DELAYS EXPECTED
-----------------------	----------------------------------	--------------------

Board E – Conargo Road – 50m north of Wandook Road/Conargo Road Intersection

DENI UTE MUSTER	DETOUR THURS 3RD - SAT 5TH	ALL TRAFFIC ➔
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Board G – Hay Road, 50m Hay side of Smart Street

DENI UTE MUSTER	ALL TRAFFIC ↑
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Board I – Finley Road, 150m from the Finley Road, Hay Road and Davidson Street roundabout



New boards:

Board H – Conargo Road Search Area



Friday 5th October at 10.00am

Messages to remain:

Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	CHANGED TRAFFIC CONDITIONS	DELAYS EXPECTED
-----------------------	----------------------------------	--------------------

Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

DENI UTE MUSTER	1 KM AHEAD	CHANGED TRAFFIC CONDITIONS
-----------------------	---------------	----------------------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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Board E – Conargo Road – 50m north of Wandook Road/Conargo Road Intersection

DENI UTE MUSTER	DETOUR THURS 3RD - SAT 5TH	ALL TRAFFIC 
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Board F – Davidson Street near Brick Kiln Bridge

DENI UTE MUSTER	3RD OCT TO 6TH OCT	CHANGED TRAFFIC CONDITIONS
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Board G - Hay Road, 50m Hay side of Smart Street

DENI UTE MUSTER	ALL TRAFFIC 
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Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	4TH OCT TO 6TH OCT	DELAYS EXPECTED
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Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	4TH OCT TO 6TH OCT	SEEK ALT ROUTE 
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Board I - Finley Road, 150m from the Finley Road, Hay Road, Davidson Street roundabout

DENI UTE MUSTER	ALL TRAFFIC 
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Messages to change:

Board A - 50m south of Augustus Street



Board H – Conargo Road Search Area (to be relocated onto Conargo Road)



Sunday 6th October – 5.30am

Boards to remain:

Board B – 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	CHANGED TRAFFIC CONDITIONS	DELAYS EXPECTED
-----------------------	----------------------------------	--------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	4TH OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	4TH OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Boards to remain and change:

Board C – 1km east of the Moonee Swamp Bridge Road (MSBR) entry on Moonee Swamp Road

DENI UTE MUSTER	1 KM AHEAD	DELAYS EXPECTED
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Boards to relocate and change:

Board A – 50m south of Augustus Street on the eastern side of Conargo Road

THANKS FOR COMING	SEE YOU NEXT YEAR!
----------------------	-----------------------

Board H – Conargo Road – opposite Main Entrance gate

WAGGA SWANHILL HAY →	DENI ←
----------------------------	-----------

Board E – Conargo Road – 400m south of Wandook Road/Conargo Road intersection

SWANHILL HAY ←

Board F – Moonee Swamp Bridge Road exit

MELB VIA SHEPP ←	DENI →
------------------------	-----------

Board I – Aratula Road – 400m west of Aratula Road/Riverina Highway intersection

DENI →	FINLEY ALBURY MELB ←
-----------	-------------------------------

Board G – Moonee Swamp Road – 400m south west of Aratula Road/Moonee Swamp Road intersection

FINLEY	NEXT
ALBURY	RIGHT
MELB	→

Board K – Cobb Highway – 500m north of the Barmah Road turn off

BRIDGE	4TH OCT	SEEK ALT
DELAYS	TO	ROUTE
EPXPECTED	6TH OCT	←

Appendix G: Variable Message Boards – Wet Weather

Monday 30th September

Board A - 50m south of Augustus Street

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
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Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board K - Cobb Highway – 500m south of the Barmah Road

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE
-------------------------	--------------------------	-------------------

Wednesday 2nd October at 6am

If camping areas are deemed too wet to take vehicles, the following locations will be utilised to hold traffic:

Boards to relocate and change:

Board A - North of Cobb Highway/ Wirraway Drive intersection

DENI UTE MUSTER	ALL VEHICLES ➔
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Boards to remain and change:

Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	500M AHEAD	TRAFFIC CONTROL AHEAD
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Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

DENI UTE MUSTER	1 KM AHEAD	CHANGED TRAFFIC CONDITIONS
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Boards to remain the same:

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE ➔
-------------------------	--------------------------	------------------------

New boards:

Board E - Finley Road prior to roundabout

DENI UTE MUSTER	ALL VEHICLES ←
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Board F - South of Cobb Highway/ Crispe Street intersection

DENI UTE MUSTER	ALL VEHICLES ➔
-----------------------	----------------------

Board G - Smart Street – north on Hay Road

DENI UTE MUSTER	ALL VEHICLES ➔	AT ROUNDA -BOUT
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Board H - Barham Road prior to Hardinge Street/ Cobb Highway Roundabout



Board I - Wakool Road prior to Hardinge Street/ Cobb Highway Roundabout



Board L - Davidson Street RTA Bay



Board M - Cobb Highway North of Cemetary Road



Board N - End Street, just off Memorial Drive



Board O - Crispe Street South of Duncan Street



If the Deniliquin Festival Site will hold campers, but the holding areas are too wet then all traffic will follow TCP1B. VMS boards will be as follows:

Boards to relocate and change:

Board A - Wandook Road – prior to Wandook Road / Conargo Road intersection

DENI UTE MUSTER	ALL VEHICLES ➔	DELAYS EXPECTED
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Boards to remain and change:

Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	3RD OCT TO 6TH OCT	DELAYS EXPECTED
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Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

DENI UTE MUSTER	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-----------------------	--------------------------	--------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

DENI UTE MUSTER	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
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New boards:

Board E - Hay Road – north of Wandook Road/ Hay Road intersection

DENI UTE MUSTER	ALL VEHICLES
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Board F - Hay Road – south of Wandook Road/ Hay Road

DENI UTE MUSTER	ALL VEHICLES
-----------------------	-----------------

Board G - Davidson Street near Brick Kiln Bridge

DENI UTE MUSTER	ALL VEHICLES ←
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Board H - Finley Road prior to north side roundabout

DENI UTE MUSTER	ALL VEHICLES ↓
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Boards to remain:

Board J - Cobb Highway 100m past 100km/hr sign out of Moama

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED
-------------------------	--------------------------	--------------------

Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE ➔
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Appendix H: Variable Message Boards - Extreme Traffic Build Up

PLAN C - Threshold Point
Thursday 3rd October

Boards to remain:

Board A - 50m south of Augustus Street

DENI UTE MUSTER	400M AHEAD	CHANGED TRAFFIC CONDITIONS	TRAFFIC CONTROL AHEAD
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Board B - 1km north of the Main Entrance at the MIL Moulamein Channel No.1

DENI UTE MUSTER	500M AHEAD	TRAFFIC CONTROL AHEAD
-----------------------	---------------	-----------------------------

Board C - 1km east of the Moonee Swamp Bridge Road (MSBR) Entry on Moonee Swamp Road

DENI UTE MUSTER	1 KM AHEAD	CHANGED TRAFFIC CONDITIONS
-----------------------	---------------	----------------------------------

Board D - Conargo/ Jerilderie Road at Jerilderie

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	DELAYS EXPECTED	DETOUR VIA FINLEY
-------------------------	--------------------------	--------------------	-------------------------

Board K - Cobb Highway – 500m south of the Barmah Road turn off

MAJOR EVENT AHEAD	3RD OCT TO 6TH OCT	SEEK ALT ROUTE ➔
-------------------------	--------------------------	------------------------

Boards to remain and change:

Board E - Finley Road, 150m from the Finley Road, Hay Road, Davidson Street roundabout

DENI UTE MUSTER	ALL VEHICLES ↑
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Board F - Davidson Street near Brick Kiln Bridge

DENI UTE MUSTER	ALL VEHICLES ←	AT ROUNDA -BOUT
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Board H - Smart Street – south on Hay Road

DENI UTE MUSTER	ALL VEHICLES ↑
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Board I - Wandook Road - Wandook Road/ Conargo Road intersection



Boards to relocate and change:

Board G - Hay Road – corner of Hay Road and Wandook Road – Pretty Pine side



Board J - Hay Road – corner of Hay Road and Wandook Road – Deniliquin side



Appendix I: Risk Management Plans

BEFORE CONTROLS		AFTER CONTROLS			ACTIONS AND RESPONSIBILITIES							
HAZARD	CONSEQUENCE	LIKELIHOOD	RISK LEVEL	RISK RATING	CONTROLS	LIKELIHOOD	RISK LEVEL	RISK RESULT	RESPONSIBILITY	REQUIRED ACTION	PERSON RESPONSIBLE TO IMPLEMENT ACTION	TARGET DATE
Emergency vehicles access to the event hindered by build-up of traffic.	Delay in emergency response and treatment leads to further injury.	3	E	1 H I G H	Medical staff located in central location and well signposted. Medical staff on site by 12noon Thursday. Location marked on maps. Security trained in ambulance response & crowd management. No structures will block main entrance and emergency access lane will be clear at all times. Provide all emergency services with map of site and traffic control plan. Ensure emergency access complies with Traffic Control Plan. Traffic controllers to stop all traffic and allow emergency vehicles through access.	2	B	4 L O W	Police Muster Staff Medical Security Traffic Manager	Document as part of Emergency Management Plan Traffic Control Plan Site induction Erect signage	Executive Events Solutions Paul Hussey Executive Events Solutions Site Manager	July 2019 July 2019 Sept 2019 Sept 2019
Patrons camping on Conargo and Moonee Swamp Rd shoulders and opposite Festival Site	Persons being hit by traffic.	3	E	1 H I G H	Provide "No Camping" signs for Conargo and Moonee Swamp Rd shoulders and opposite Festival Site. Patrons must camp on the Deniliquin Festival Site including Bluey's Paddock.	2	B	4 L O W	Traffic Manager Edward River Council	"No Camping" signs will be erected on Conargo and Moonee Swamp Rd shoulders and opposite Festival Site.	Paul Hussey	Early Sep 2019
Traffic backing up into town limits and north roundabout	Traffic unable to travel through to Conargo, Hay or Finley in a timely manner.	3	D	2 S E R	Festival traffic will be diverted into Bluey's Paddock Holding Area. Police to manage traffic control at roundabouts.	2	B	4 L O W	NSW Police Traffic Manager	Monitoring of traffic	Peter Kirk Paul Hussey	3 rd Oct to 6 th Oct 2019

2018 Deni Ute Muster Traffic Management Plan

BEFORE CONTROLS		AFTER CONTROLS			ACTIONS AND RESPONSIBILITIES							
HAZARD	CONSEQUENCE	LIKELIHOOD	RISK LEVEL	RISK RATING	CONTROLS	LIKELIHOOD	RISK LEVEL	RISK RESULT	RESPONSIBILITY	REQUIRED ACTION	PERSON RESPONSIBLE TO IMPLEMENT ACTION	TARGET DATE
Passing traffic (including heavy vehicle traffic) in conflict with Festival traffic	Accidents	3	E	1	Qualified Traffic Controllers & TCPs	2	B	4	Traffic Manager	Include messages in marketing & website	Julia Druitt	Aug 2019
	Frustration				Put up VMS's 1 week prior – use as an advanced warning sign. Intense marketing. Encourage alternate route via Finley				Media Coordinator Coates Hire			
Wet weather	Accidents	3	E	1	In minor wet weather adhere to TCP1A.	2	B	4	Traffic Manager	Traffic Control Plan	Paul Hussey	July 2019
	Frustration				In extreme wet weather develop Wet Weather Contingency Plan				Traffic Mgt Committee	Convert to Wet Weather Contingency		Aug 2019
No overall Traffic Control Manager to carry out Traffic Management Plan.	Inexperienced and unqualified people being responsible for traffic control. Speed limits, traffic signs, warning signs, traffic control devices, safety barriers and access as per Traffic Management Plan not enforced. Not complying with legislation.	3	E	1	Engage suitably qualified and experienced Traffic Control Manager and Qualified Traffic Controller.	2	B	4	General Manager	Engage Edward River Council and their qualified and experienced Traffic Management team	Vicky Lowry	July 2019
Event personnel being hit by vehicles during set up and dismantling of traffic management due to poor visibility.	Injury to event personnel.	3	C	1	Shadow vehicles with flashing lights used to protect personnel: all personnel to wear high visibility vests and retro reflective strips to AS/NZ Standard 4602.	2	B	4	Traffic Manager Edward River Council Coates Hire Muster Staff	Induction	Paul Hussey	3 rd Oct – 6 th Oct

1 4 5 0 1 7 9

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RISK CLASSIFICATION TABLE			
Consequence	Likelihood		Risk Rating
E= Extreme (Death)	5 = Almost Certain	C5, D3, D4, D5, E4, E5, E2, E3	1 - HIGH
D= Major (Extensive Injury more than 7 days)	4 = Likely	A5, B4, B5, C3, C4, D1, D2, E1	2 - SERIOUS
C= Moderate (Medical treatment)	3 = Possible	A4, B3, C1, C2	3 - MODERATE
B= Minor (Minor Injury)	2 = Unlikely	A1, A2, A3, B1, B2	4 - LOW
A= Insignificant (No Injury)	1 = Rare		

2018 Deni Ute Muster Traffic Management Plan

Appendix J: Deni Ute Muster - Terms and Conditions

Tickets & Wristbands

The festival ticket is sold by Deni Play on the Plains Limited ('the organisers'). This ticket (wristband) is to be sold subject to the terms and conditions.

Wristbands are non-refundable and non-transferrable and must be purchased from the organisers authorised ticketing agency Oztix.

Tickets may not be re sold, unless via the official ticket resale facility should one be made available by the organiser.

The purchaser of the ticket must ensure that the name on each ticket is correct and that ID may be asked for at the festival entry.

You are responsible for checking all festival information and ensuring you have purchased the correct tickets for the festival. No refunds will be processed if you make an error in relation to your ticket purchase.

Wristbands must be worn for the duration of the Festival, failure to do so may result in your eviction. Any wristbands that are removed or tampered with will be rendered invalid and will not be replaced. Damaged or defaced wristbands will not be accepted.

Tickets purchased for children aged under 18 years of age (minors) can only be purchased with an adult ticket.

Children Under 13 are admitted free and will be issued with a U/13 wristband which must be worn. Parent or adult guardian must provide proof of age of the U/13 if requested.

General

The Deni Ute Muster ("the festival") will not be cancelled due to adverse weather except on the advise of emergency services in extreme conditions in which case no refund or exchange will be given on wristbands.

The Organisers are providers of recreational services and activities as defined under the Civil Liability Act. You are aware and acknowledge that the festival site contains all manner of obstacles, risks and dangers both known and unknown which may result in loss or damage to your property, personal injury or death. You choose to come onto the festival site at your own risk and to the full extent permitted by law, you release and indemnify the Organisers, its agents, employees and volunteers from and against any claim or liability of any nature in relation to injury or death, from you or any third party which might arise from entry to or the use of the festival site by you and any accompanying persons and or minors regardless of how the damage, injury or death is sustained or caused.

The organisers reserve the right to vary advertised performing artists, entertainment and the festival program as is required and at its absolute discretion.

CCTV Cameras are operational over the festival.

You consent to be included in film and sound recordings of the festival and for these recordings to be used by the organisers in any medium or context without further authorisation by or compensation to you.

In the event of injury or illness the organiser may, at the cost of the patron, arrange medical treatment and/or emergency evacuation as deemed necessary for the safety of the patron.

You are responsible for your own property. There is no storage available at the festival site.

Vehicles

NSW Road Laws apply on the Deniliquin Festival Site.

Vehicles once parked in the festival camp site cannot be moved until the end of the festival. Vehicles are not permitted to be driven around the festival camp site for any reason.

Buses will be operating in and out of town, please check your festival guide, website or APP for the bus timetable.

Alternatively, there will be a carpark located outside of the festival site where vehicles may be left and patrons enter via foot with their camping gear. Please note search conditions will apply.

Behaviour

No swimming in channels or waterways within the Deniliquin Festival Site.

Possession, sale or use of illicit substances is strictly prohibited at the festival and on site. Any person found with illegal drugs or illicit substances in their possession will be removed from the site and subject to Police action.

For safety and other reasons, some parts of the site are not open as part of the venue, patrons must not enter fenced off areas or areas to which access is denied.

Please help to keep our site and your campsite clean, place all rubbish in bins and take all items with you when you leave.

Whips are to be used at your own risk and sensibly.

The organisers may refuse you entry into or remove you from the festival if you (a) do not obey these terms and conditions (b) refuse to allow the organisers to inspect bags, containers and vehicles at the festival (c) if you disrupt the festival (d) if you interfere with the enjoyment, comfort or safety of other persons at the festival. (e) if you have acquired a stolen or counterfeit wristband. If you are evicted from the Festival Site/Event or denied entry to the Festival Site/Event, you will not be entitled to any ticket refund and or compensation.

Patrons must not cause damage to, improperly use, or tamper with any site facility or event infrastructure, or enter any onsite bodies of water at the festival site. Patrons must not remove or attempt to remove any item or object from the festival site or surrounding area. Patrons accept full liability and responsibility for any loss or damage caused in contravention of this clause or any other term of these Terms and Conditions.

Entry / Exit to and from Festival Site and Arena and your time at the Festival

All vehicles entering the Reserved Camping areas must have the appropriate valid Reserved Camping vehicle pass displayed on their windscreen.

It is a condition of entry to the festival site and festival arena that a search of you and your possessions and or vehicle be conducted. If you do not consent to such searches, you may be denied entry to the festival site and festival arena without refund.

It is a condition of entry into the festival arena that all patrons submit to being searched. This may include pat down of persons and physical inspection of bags and containers.

Non alcoholic drinks taken into the Festival Arena must be unopened/sealed.

Unsealed empty plastic water bottles (no metal, glass or aluminium bottles) are allowed into the festival arena, these can be filled up at the free water stations.

Activities such as moshing, crowd surfing, climbing and stage diving are strictly prohibited. Patrons engaging in these or other dangerous activities will be removed from the Festival Arena.

Children U/16 must be accompanied by a parent or adult guardian at the entry gates and at all times whilst at the festival or campgrounds.

Children 16 years or older do not need to be accompanied by a parent or guardian to enter or whilst they are in the Festival Arena.

Children 18 years or under are not permitted to camp at the Festival Site unless they are camping with a parent or guardian. ID and proof of age must be provided if requested.

Patrons wishing to purchase and or consume alcohol must be over 18 years of age and have valid photographic ID. Anyone found supplying or buying alcohol for a minor will be evicted from the event & may face criminal charges. Any minor found consuming or in possession of alcohol face similar action.

Patrons must vacate the site/camping areas by 2.00pm on Sunday 6th October.

Items Allowed

- ✓ BBQ (gas bottle must comply with 2018 regulations)
- ✓ Wood – it must be under 60cm x 30cm for your own small campfire which must be contained in a drum (excessive fire wood will be confiscated)
- ✓ Camping gear
- ✓ Food, water and soft drink (strictly no glass)
- ✓ Fire drum (1/2 x 44 gallon or less)
- ✓ Generators – Please be mindful of your neighbours when in use.
- ✓ Alcohol – Every adult patron camping on site can bring one only slab/box/carton to a maximum of 30 cans of beer or pre-mix spirits or 4L cask of wine into the camping area. This is one of the above for the entire festival not one per day. No Glass.

Items Prohibited

Prohibited Items will be confiscated with no exceptions and include but are not limited to:-

- Glass
- Butane gas canisters and burners
- Illicit substances
- Fireworks, flares or explosives
- Animals (guide dogs excepted)
- Unregistered vehicles
- Household furniture or vehicle parts
- Structures built on site in camping area
- Weapons including but not limited to: shovels, knives, axes, chainsaws
- Anti-social behaviour
- Drones or any other remote control devices
- Flammable liquids (container/jerry cans with flammable liquids will be confiscated)
- Paint cans or spray paint cans
- Nitrous oxide bulbs and cannisters
- Wood over the allowed size of 60cm x 30cm
- Fireworks and flares are prohibited and will be confiscated on entry, anyone caught lighting fireworks and flares will be evicted.
- Animals are prohibited at the site, with the exception of service or assistance animals, such as Guide Dogs.
- Whips are not to be used in the festival arena unless part of the whip cracking demonstration/championships.

2019 Entry Consequences

THE FOLLOWING BREACHES WILL INCUR NON ADMISSION TO THE EVENT:

- Possession/transportation of illegal drugs.
- Possession/transportation of flares or fireworks
- Possession/transportation of firearms & illegal weapons.
- Possession/transportation of butane gas cylinders or paint in aerosol cans.

THE FOLLOWING BREACHES WILL BE CONFISCATED AND YOU WILL BE SENT TO BACK OF ENTRY LINE:

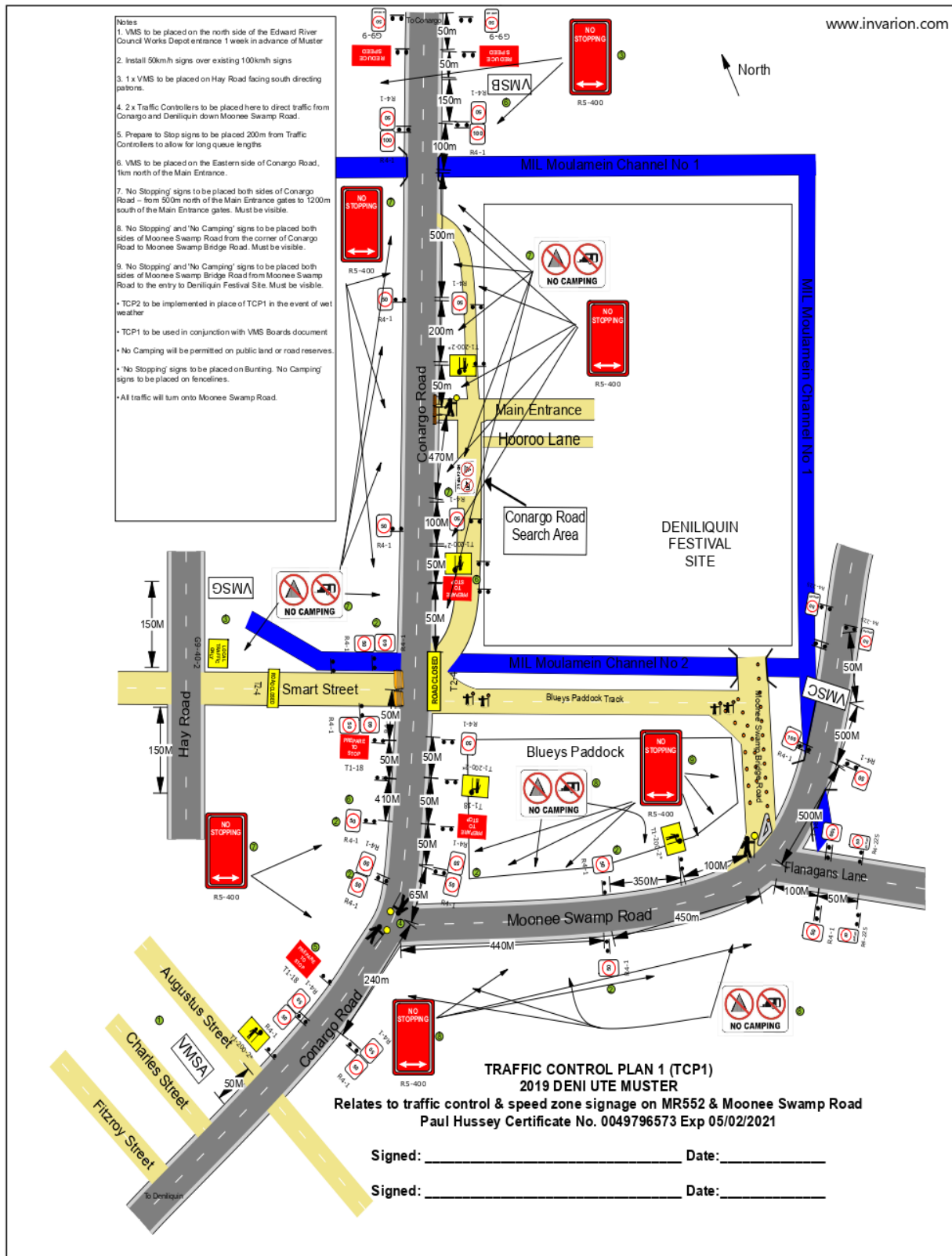
- Possession/transportation of excess alcohol contrary to conditions of entry.
- Possession/transportation of glass products (beer, spirits, glasses etc.)

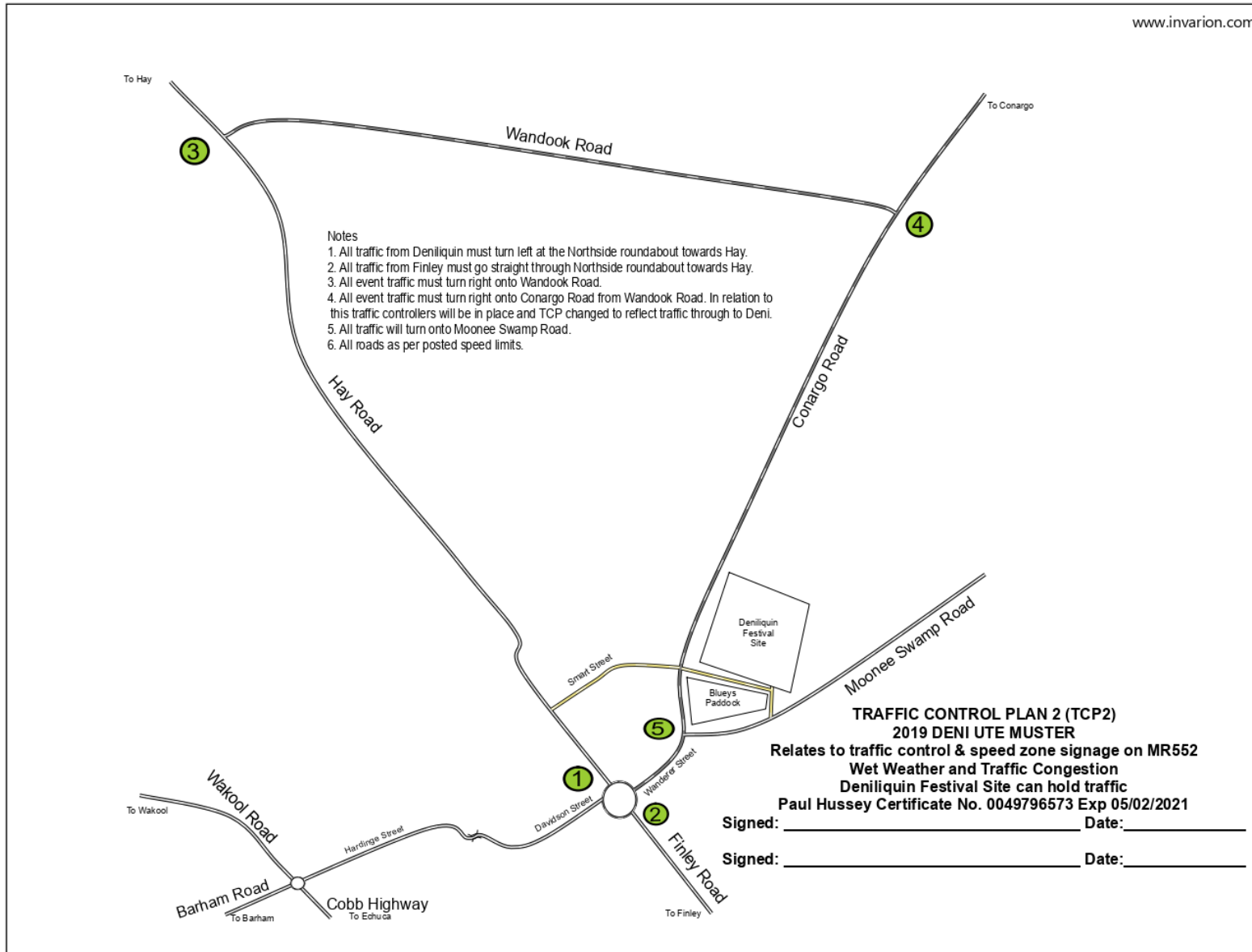
This will at the discretion of Police and Security depending on breach of entry and quantities.

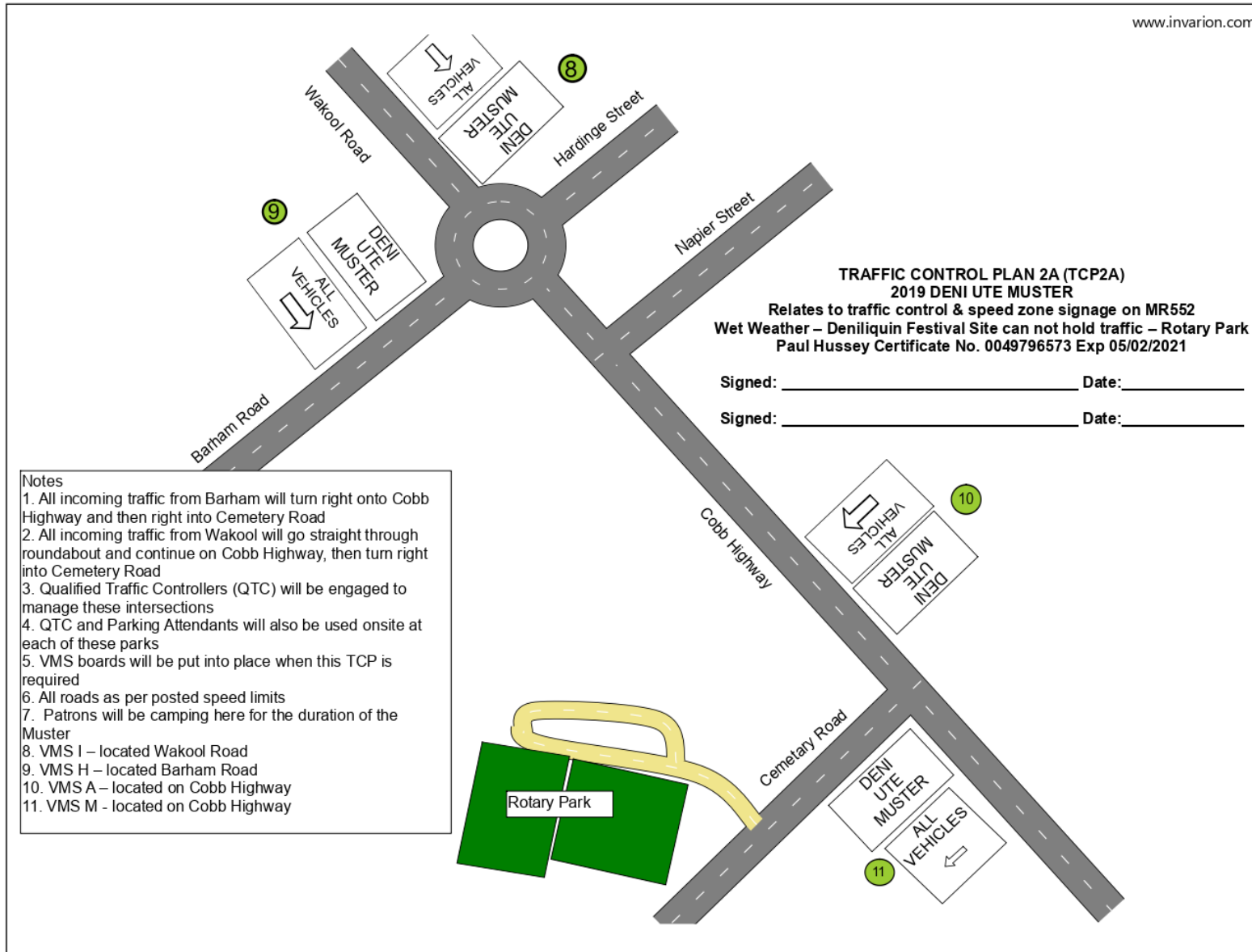
Appendix L: Contact Details

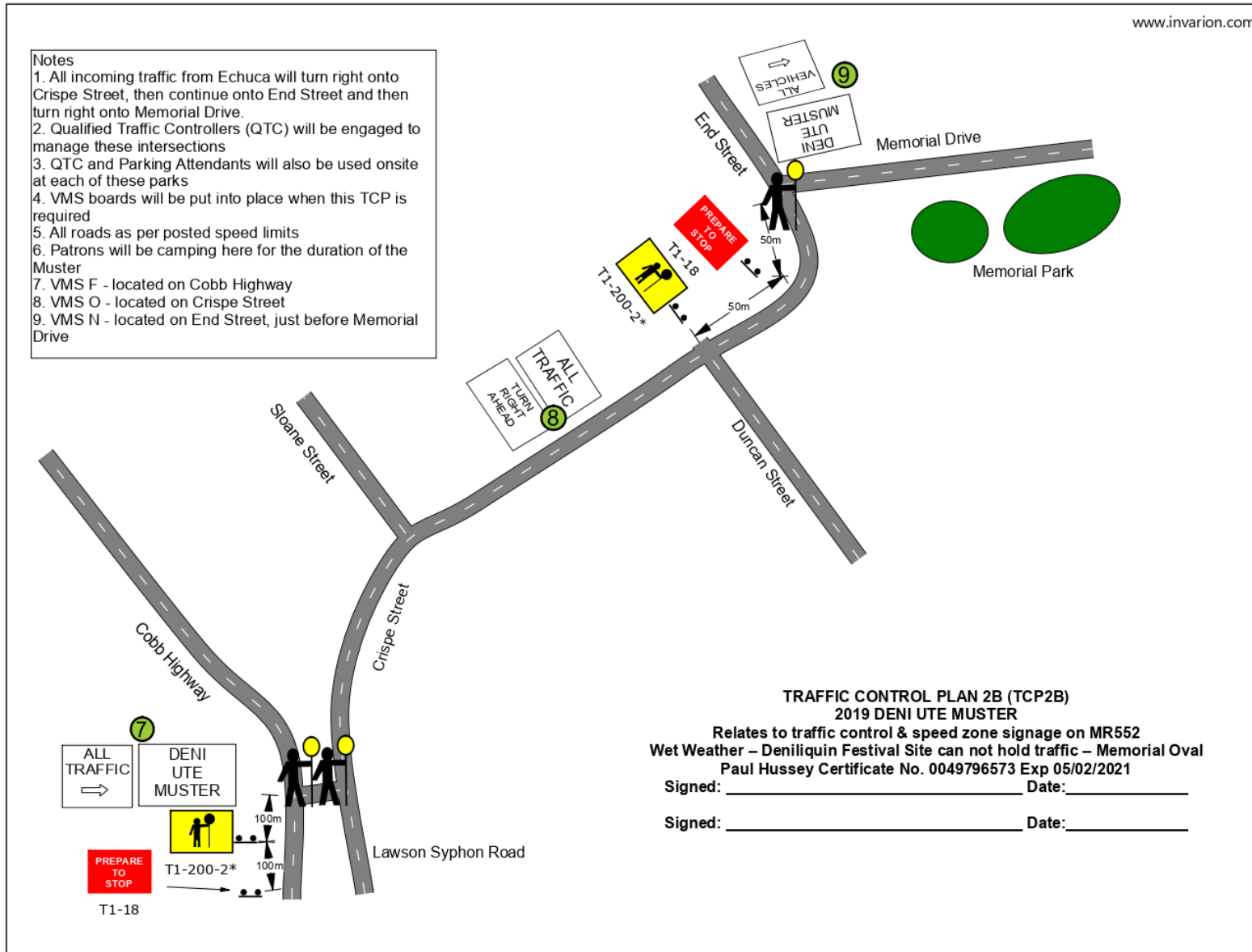
Organisation	Contact	Phone	Location	Available
Deni Ute Muster; GM	Vicky Lowry	0448 832 104	Operations Centre	ON SITE 24/7
Deni Ute Muster; Chairman	Russell Tait	0407 344 056	Operations Centre	ON SITE 24/7
Deni Ute Muster; Site Manager	Rob Hallum	0428 814 087	Radio CH: 2	ON SITE 24/7
Fire & Rescue NSW	Stewart Alexander	0417 651 826	ESC	ON SITE 24/7
NSW Rural Fire Service	Duty Officer	03 5881 6297	ESC	ON SITE 24/7
Police Command Centre	Juay Brown	0419 380 619	Operations Centre	ON SITE 24/7
Medical	James Carew	0419 598 522	Medical Centre	ON SITE 24/7
VRA	Chris Holloway	1300 872 777	Operations Centre	ON SITE 24/7
Traffic Manager	Paul Hussey	0417 629 325	Radio CH: 1	ON SITE
Risk Manager/Safety Officer	Pete Docwra Executive Events Solutions	0439 533 336	Operations Centre	ON SITE 24/7
Security	Simon Austin	0404 008 297	Radio CH: 15	ON SITE 24/7
Edward River Council		5898 3000	Deniliquin	24/7
Deniliquin Hospital		5882 2800	Deniliquin	24/7
NSW Ambulance		000	Deniliquin	24/7
NRMA		13 11 11	Deniliquin	24/7
Service NSW		13 77 88	Deniliquin	7am – 7pm
Poisons Information Centre		13 11 26		24/7
EPA		13 15 55		24/7
Safework NSW		13 10 50		24/7

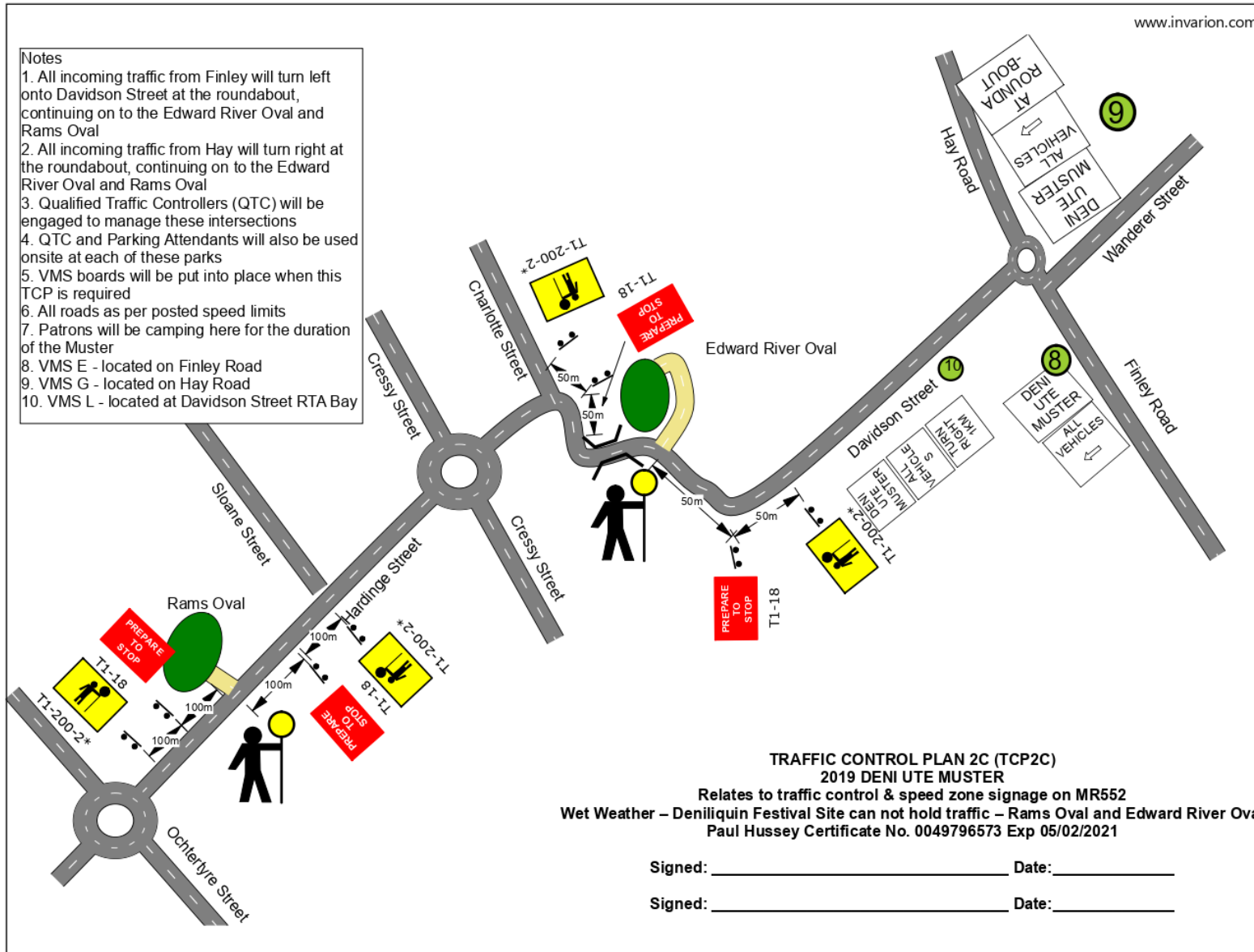
ESC – Emergency Services Compound

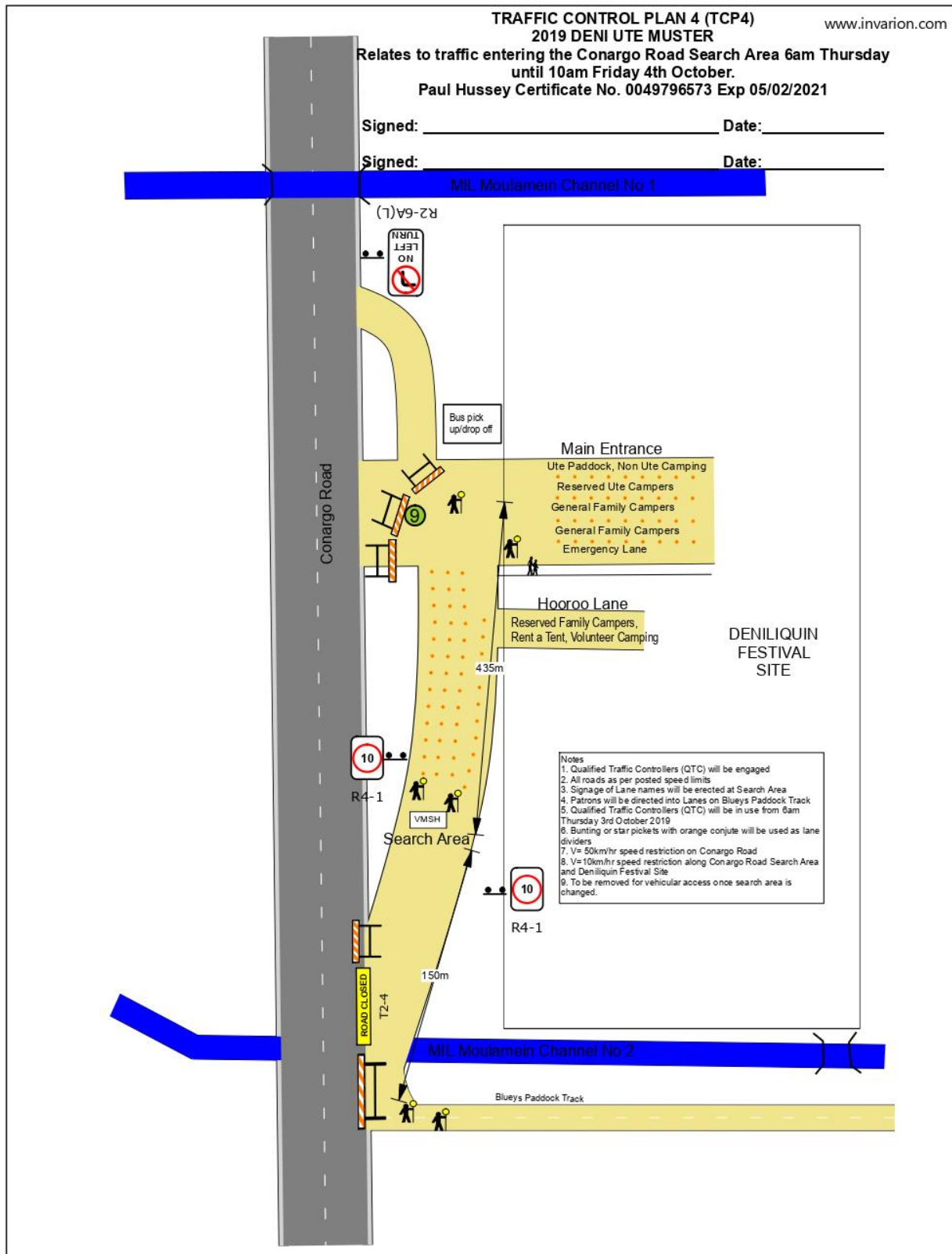


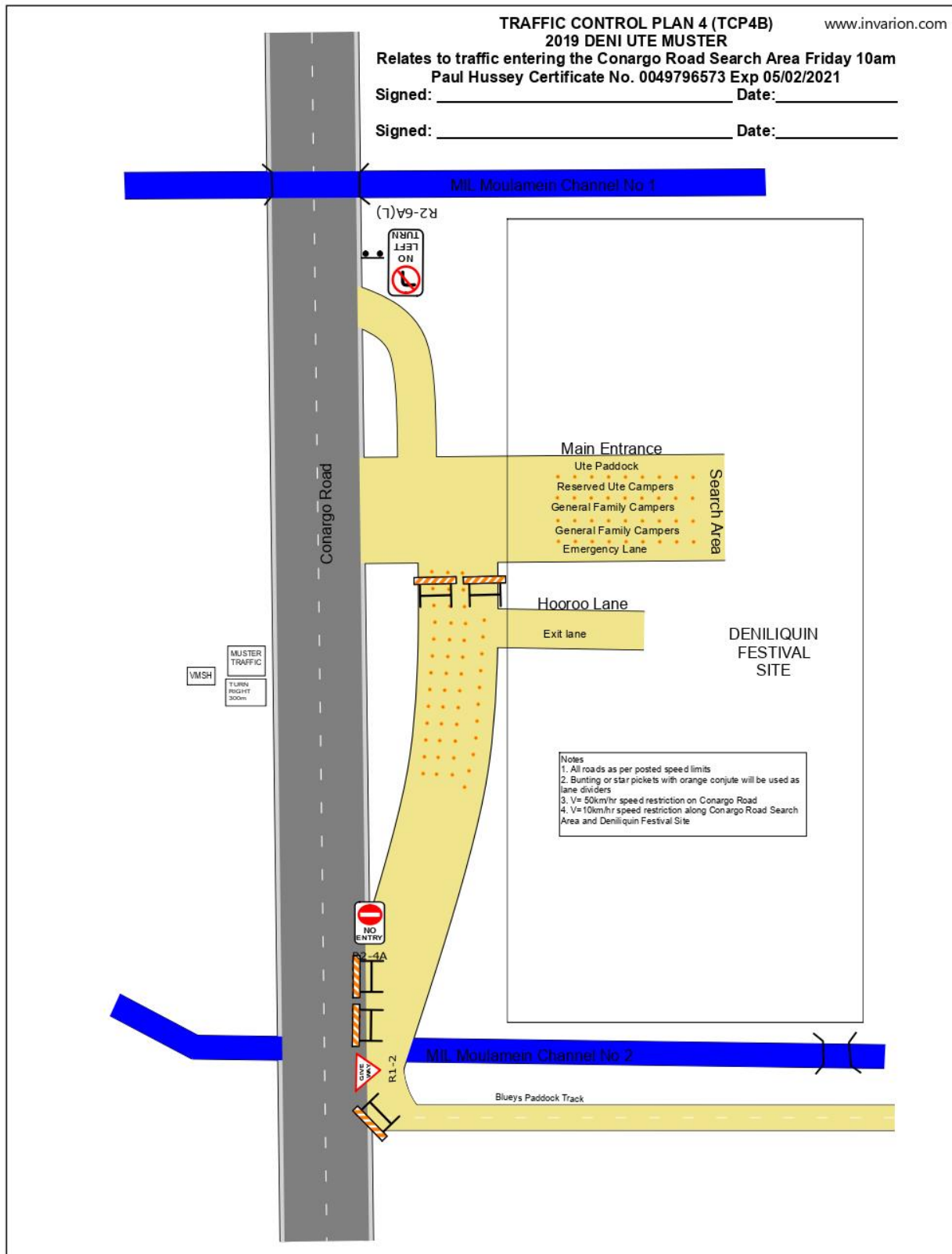


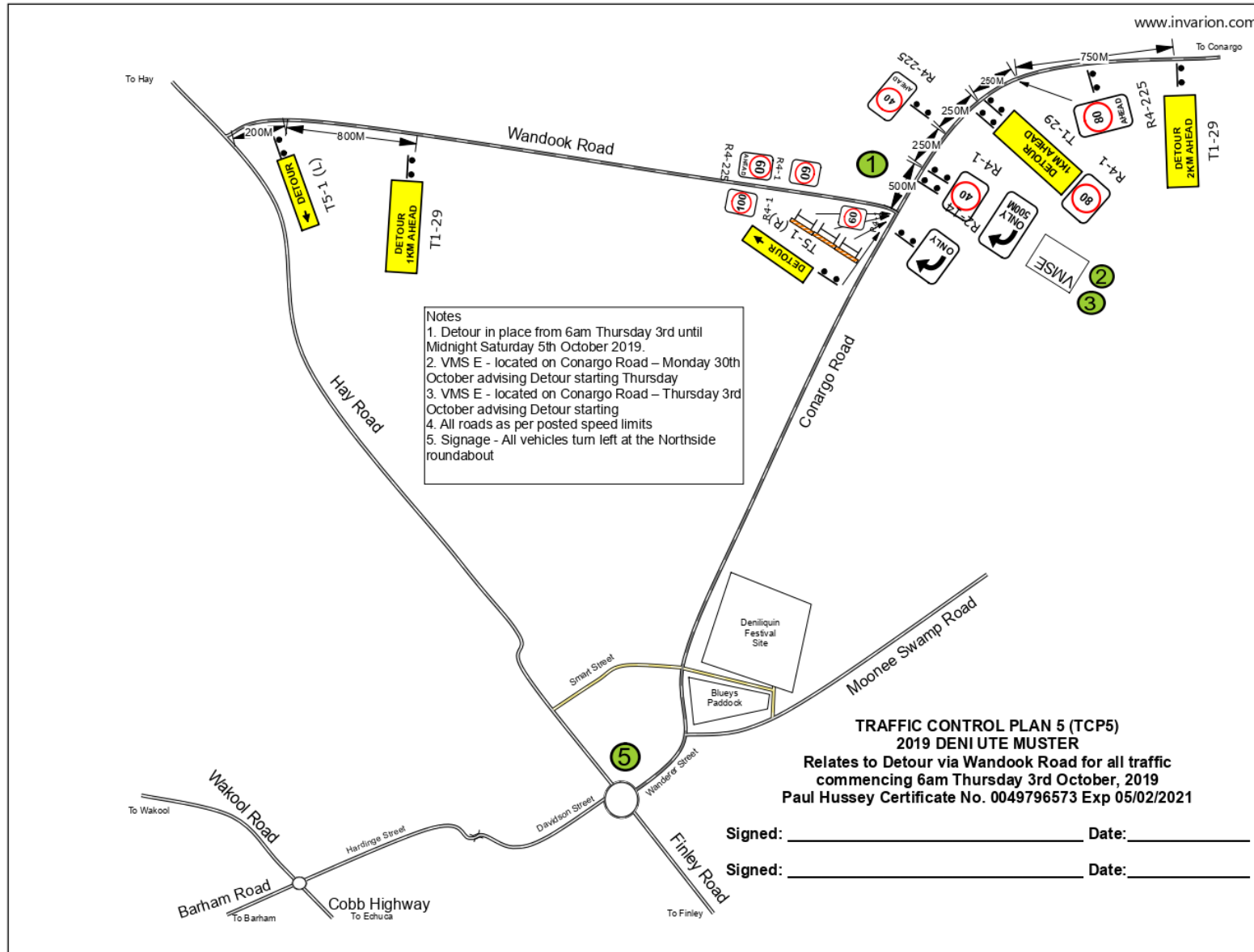


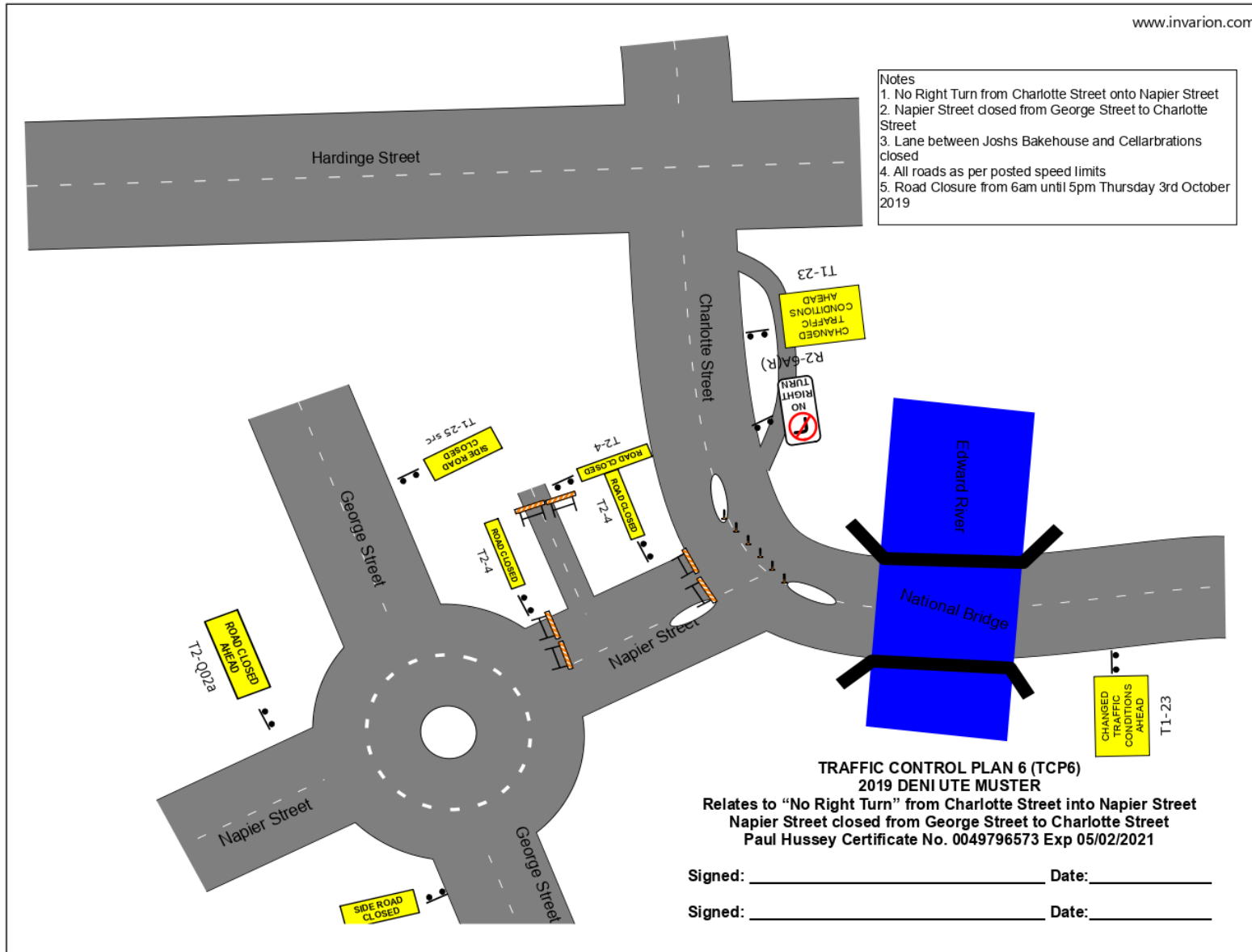












9.21 DENILIQVIN HOSPITAL AND POLICE PRECINCT PARKING REVIEW**Author: Mark Dalzell, Manager Engineering Assets****Authoriser: Oliver McNulty, Director Infrastructure****RECOMMENDATION**

That Council:

1. Approve the creation of 12, 2-hour time limited parking spaces along Charlotte Street to encourage parking space turnover near the hospital entrance;
2. Receive a further report regarding the effectiveness of the changes six months after the implementation of the 2-hour time limited parking spaces;
3. Note that Councils resourcing of staff to undertake enforcement in this area is not increasing and inspections will be undertaken as they fit within existing workload; and
4. Contact the Police regarding the creation of a disabled parking space along Charlotte Street, in accordance with the Development Approval for the Police Station.

BACKGROUND

Council has been contacted by representatives from the Murrumbidgee Local Health District regarding parking near the Deniliquin Hospital. Surveys, that hospital staff have undertaken of their patients and visitors noted concerns with the limited parking at the hospital entrance on Charlotte Street. This was especially highlighted in cases for short term visits to see consultants.

This matter has been presented to Council's Local Area Traffic Committee at its 11 September 2019 meeting. This committee includes representatives from Council, Police, RMS and the community.

ISSUE/DISCUSSION

Following discussions with the Deniliquin Cluster Manager, Council staff have undertaken inspections of the traffic flow and parking around the Deniliquin hospital. These have included:

- Review of available parking in the area; and
- Parking surveys at various times.

Available Parking

A map of the area around the hospital, including Charlotte Street, Macauley Street, Hardinge Street and Riverside Drive, is attached to this report. Parking in this area includes:

- All-day parking is available along the hospital frontage in Charlotte Street, however, the number of spaces available is impacted by the number of driveways and special parking zones in this area;
- All-day parking is available on the remaining streets adjacent to the hospital, being Charlotte, Macauley and Hardinge Streets and Riverside Drive;
- There are disabled parking spaces available along Charlotte Street and Macauley Street; and
- There is no time limited parking adjacent to the hospital.

Parking Survey

Council staff have undertaken a parking survey of the streets surrounding the hospital. Counts were taken on three different days with four counts per day. A summary of the results from these surveys is shown below and the data from the surveys is attached to this report in Attachment 2.

Street	Section	Total Spaces	Ave. Empty	% Empty
Hardinge Street	Charlotte Street to Riverside Drive	24	17	71%
Riverside Street	Hardinge Street to Macaulay Street	66	36	54%
Macaulay Street	Riverside Drive to Charlotte Street	46	11	24%
Charlotte Street (SW side)	Hardinge Street to Macaulay Street	36	4	11%
Charlotte Street (NE Side)	Hardinge Street to Macaulay Street	28	6	21%
Total		200	37	19%

Based on the above information, there are enough parking spaces around the hospital to cater for the demand. There is evidence of a shortage of available spaces along Charlotte Street, between Hardinge Street and Macauley Street. Whilst the above survey results note that there were some parking spaces available along Charlotte Street, anecdotal evidence indicates that this section of the street is extremely busy with parking at a premium. It is also noted that parking availability along Hardinge Street, adjacent to the Medical Centre, is also dependant on how busy the Medical Centre is.

Parking Availability along Charlotte Street

Discussions with hospital staff have noted a need for short term parking to increase parking turnover and availability, especially for people visiting the hospital for a short period of time. Hospital staff have noted that many of the people attending the hospital for appointments or consultations are unwell or elderly. This can be problematic for these people to park further away from the hospital entrance along Charlotte Street than is necessary.

Council staff have discussed with hospital staff the option of implementing 2-hour time restricted parking along the north eastern side of Charlotte Street, between the hospital entrance and Macauley Street. There are currently 3 all day parking spaces between the main hospital entrance and the emergency department driveway entrance, along with a disabled parking space, and 18 all day parking spaces between the entrance and Macauley Street. This makes a total of 21 parking spaces in this area, as shown on the map attached to this report.

Council is proposing that 12 of these all-day parking spaces be converted to 2-hour time limited parking. These spaces would be the three parking spaces to the east of the hospital entrance and nine of the 18 parking spaces to the west of the entrance, leaving nine all day parking spaces in this area.

It is noted from the parking survey that on average there are more than 12 all day spaces available on the streets surrounding the hospital. These would more than make up for the 12 spaces that would be converted to the 2-hour time limited parking spaces. There is also parking available along Charlotte Street, between Macauley Street and Russell Street.

It is proposed that this change in parking be implemented for a six-month period, after which the Local Area Traffic committee and Council receive a further report regarding the effectiveness of the parking change.

Parking in front of the Police Station

Council have also received concerns regarding the lack of disabled parking in front of the Police Station. A review of the Development Approval for the Police Station notes that the approved parking near the entrance to the station included:

- Four specific parks for first response police vehicles. These parks are rear to kerb to allow for quicker exit from the parking space; and
- A disabled parking space.

Investigation of this area has highlighted that there are six first response parking spaces, with two on the western side of the entry path and four on the eastern side of the entry path, and no disabled parking spaces.

It is proposed to create a disabled parking space along Charlotte Street, either by using the gap in the parking spaces near the entrance or by converting the two parks on the western side of the entry path to a disabled parking space. It is noted this, given the nature of the parking spaces that would be lost, this needs to be further discussed with the Police.

Conclusion

Based on the information contained in this report, whilst there is enough all-day parking in the area surrounding the hospital, there is a lack of time limited parking that would promote a higher parking turnover. This would help people attending or visiting the hospital for short periods of time. It is therefore proposed that 12, 2-hour time limited parking spaces be created along Charlotte Street to assist with turnover of parking spaces. These parking spaces would be balanced by the all-day parking spaces available on the other streets around the hospital.

STRATEGIC IMPLICATIONS

It is important that the availability and management of parking spaces near larger developments such as the hospital is managed in a manner to encourage the turnover of parking

COMMUNITY STRATEGIC PLAN

This project meets the objectives of *Outcome 4 – A region with quality and sustainable infrastructure* in the Community Strategic Plan, including:

- Target 4.1 – Our built environment is managed, maintained and improved.

FINANCIAL IMPLICATIONS

The implementation of the parking spaces shall be funded from Council's existing traffic facilities budget area. Additional consideration should be given to the enforcement of these new parking conditions. Councils' staff will be required to carry out a level of enforcement of the parking on Street. This will be factored into existing workloads.

LEGISLATIVE IMPLICATIONS

Council, as the road authority under the Roads Act 1993, has the authority to approve and implement traffic control measures such as parking controls. This authority is provided in conjunction with the Roads and Maritime Services, through the Local Area Traffic Committee.

ATTACHMENTS

1. Hospital Precinct
2. Hospital parking survey results
3. Proposed changes to parking along Charlotte Street




Edward River Council
Civic Centre
Civic Place
PO Box 270
Deniliquin, NSW, 2710
Phone 03 5898 3000
Fax 03 5898 3029

HOSPITAL PRECINCT AREA			
LOCALITY PLAN			
SCALE	N.T.S.	DRAWING No.	AMEND
			A
			SHEET SIZE
			A4

HOSPITAL PARKING																						
Street	Section	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	
Hardinge	Charlotte to Riverside	17-07-19	10:00-10:30 AM	24	16	67%	17-07-19	12:00 - 12:15:00 PM	24	16	67%	17-07-19	2:00-2:15 PM	24	20	83%	17-07-19	3:00-3:15PM	24	19	79%	
Riverside	Hardinge to MacAuley	17-07-19	10:00-10:30 AM	66	36	55%	17-07-19	12:00 - 12:15:00 PM	66	47	71%	17-07-19	2:00-2:15 PM	66	57	86%	17-07-19	3:00-3:15PM	66	62	94%	
MacAuley	Riverside to Charlotte	17-07-19	10:00-10:30 AM	46	12	26%	17-07-19	12:00 - 12:15:00 PM	46	9	20%	17-07-19	2:00-2:15 PM	46	10	22%	17-07-19	3:00-3:15PM	46	19	41%	
Charlotte (SW Side)	Hardinge to Macauley	17-07-19	10:00-10:30 AM	36	6	17%	17-07-19	12:00 - 12:15:00 PM	36	9	25%	17-07-19	2:00-2:15 PM	36	7	19%	17-07-19	3:00-3:15PM	36	8	22%	
Charlotte (NE Side)	Hardinge to Macauley	17-07-19	10:00-10:30 AM	28	5	18%	17-07-19	12:00 - 12:15:00 PM	28	6	21%	17-07-19	2:00-2:15 PM	28	5	18%	17-07-19	3:00-3:15PM	28	7	25%	
Total Hospital		17-07-19	10:00-10:30 AM	200	75	38%	17-07-19	12:00 - 12:15:00 PM	200	87	44%	17-07-19	2:00-2:15 PM	200	99	50%	17-07-19	3:00-3:15PM	200	115	58%	
HOSPITAL PARKING																						
Street	Section	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	
Hardinge	Charlotte to Riverside	18-07-19	8:15-8:30 AM	24	23	96%	18-07-19	11:00-11:15 AM	24	12	50%	18-07-19	2:00-2:15 PM	24	16	67%	18-07-19	3:00-3:15PM	24	20	83%	
Riverside	Hardinge to MacAuley	18-07-19	8:15-8:30 AM	66	50	76%	18-07-19	11:00-11:15 AM	66	49	74%	18-07-19	2:00-2:15 PM	66	45	68%	18-07-19	3:00-3:15PM	66	55	83%	
MacAuley	Riverside to Charlotte	18-07-19	8:15-8:30 AM	46	18	39%	18-07-19	11:00-11:15 AM	46	10	22%	18-07-19	2:00-2:15 PM	46	7	15%	18-07-19	3:00-3:15PM	46	17	37%	
Charlotte (SW Side)	Hardinge to Macauley	18-07-19	8:15-8:30 AM	36	6	17%	18-07-19	11:00-11:15 AM	36	5	14%	18-07-19	2:00-2:15 PM	36	3	8%	18-07-19	3:00-3:15PM	36	5	14%	
Charlotte (NE Side)	Hardinge to Macauley	18-07-19	8:15-8:30 AM	28	12	43%	18-07-19	11:00-11:15 AM	28	2	7%	18-07-19	2:00-2:15 PM	28	3	11%	18-07-19	3:00-3:15PM	28	3	11%	
Total Hospital		18-07-19	8:15-8:30 AM	200	109	55%	18-07-19	11:00-11:15 AM	200	78	39%	18-07-19	2:00-2:15 PM	200	74	37%	18-07-19	3:00-3:15PM	200	100	50%	
HOSPITAL PARKING																						
Street	Section	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	
Hardinge	Charlotte to Riverside	23-07-19	9:00-9:15 AM	24	17	71%	23-07-19	12:00 - 12:15:00 PM	24	12	50%	23-07-19	2:00-2:15 PM	24	19	79%	23-07-19	3:00-3:15PM	24	18	75%	
Riverside	Hardinge to MacAuley	23-07-19	9:00-9:15 AM	66	38	58%	23-07-19	12:00 - 12:15:00 PM	66	53	80%	23-07-19	2:00-2:15 PM	66	50	76%	23-07-19	3:00-3:15PM	66	55	83%	
MacAuley	Riverside to Charlotte	23-07-19	9:00-9:15 AM	46	12	26%	23-07-19	12:00 - 12:15:00 PM	46	3	7%	23-07-19	2:00-2:15 PM	46	4	9%	23-07-19	3:00-3:15PM	46	17	37%	
Charlotte (SW Side)	Hardinge to Macauley	23-07-19	9:00-9:15 AM	36	2	6%	23-07-19	12:00 - 12:15:00 PM	36	0	0%	23-07-19	2:00-2:15 PM	36	3	8%	23-07-19	3:00-3:15PM	36	4	11%	
Charlotte (NE Side)	Hardinge to Macauley	23-07-19	9:00-9:15 AM	28	8	29%	23-07-19	12:00 - 12:15:00 PM	28	1	4%	23-07-19	2:00-2:15 PM	28	3	11%	23-07-19	3:00-3:15PM	28	5	18%	
Total Hospital		23-07-19	9:00-9:15 AM	200	77	39%	23-07-19	12:00 - 12:15:00 PM	200	69	35%	23-07-19	2:00-2:15 PM	200	79	40%	23-07-19	3:00-3:15PM	200	99	50%	
HOSPITAL PARKING																						
Street	Section	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	
Hardinge	Charlotte to Riverside	31-07-19	9:00-9:15 AM	24	17	71%	31-07-19	12:00 - 12:15:00 PM	24	18	75%	31-07-19	2:00-2:15 PM	24	16	67%	31-07-19	3:00-3:15PM	24	17	71%	
Riverside	Hardinge to MacAuley	31-07-19	9:00-9:15 AM	66	29	58%	31-07-19	12:00 - 12:15:00 PM	66	22	33%	31-07-19	2:00-2:15 PM	66	31	47%	31-07-19	3:00-3:15PM	66	45	68%	
MacAuley	Riverside to Charlotte	31-07-19	9:00-9:15 AM	46	12	26%	31-07-19	12:00 - 12:15:00 PM	46	9	20%	31-07-19	2:00-2:15 PM	46	5	11%	31-07-19	3:00-3:15PM	46	15	33%	
Charlotte (SW Side)	Hardinge to Macauley	31-07-19	9:00-9:15 AM	36	3	8%	31-07-19	12:00 - 12:15:00 PM	36	2	6%	31-07-19	2:00-2:15 PM	36	2	6%	31-07-19	3:00-3:15PM	36	4	11%	
Charlotte (NE Side)	Hardinge to Macauley	31-07-19	9:00-9:15 AM	28	5	29%	31-07-19	12:00 - 12:15:00 PM	28	10	36%	31-07-19	2:00-2:15 PM	28	4	14%	31-07-19	3:00-3:15PM	28	12	43%	
Total Hospital		31-07-19	9:00-9:15 AM	200	66	39%	31-07-19	12:00 - 12:15:00 PM	200	61	31%	31-07-19	2:00-2:15 PM	200	58	29%	31-07-19	3:00-3:15PM	200	93	47%	
HOSPITAL PARKING																						
Street	Section	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	Date	Time	Capacity	Empty No.	Empty %	
Hardinge	Charlotte to Riverside	01-08-19	9:00-9:15 AM	24	19	79%	01-08-19	12:00 - 12:15:00 PM	24	15	63%	01-08-19	2:00-2:15 PM	24	18	75%	01-08-19	3:00-3:15PM	24	16	67%	
Riverside	Hardinge to MacAuley	01-08-19	9:00-9:15 AM	66	35	53%	01-08-19	12:00 - 12:15:00 PM	66	39	59%	01-08-19	2:00-2:15 PM	66	35	53%	01-08-19	3:00-3:15PM	66	49	74%	
MacAuley	Riverside to Charlotte	01-08-19	9:00-9:15 AM	46	12	26%	01-08-19	12:00 - 12:15:00 PM	46	6	13%	01-08-19	2:00-2:15 PM	46	8	17%	01-08-19	3:00-3:15PM	46	17	37%	
Charlotte (SW Side)	Hardinge to Macauley	01-08-19	9:00-9:15 AM	36	6	17%	01-08-19	12:00 - 12:15:00 PM	36	4	11%	01-08-19	2:00-2:15 PM	36	3	8%	01-08-19	3:00-3:15PM	36	2	6%	
Charlotte (NE Side)	Hardinge to Macauley	01-08-19	9:00-9:15 AM	28	6	21%	01-08-19	12:00 - 12:15:00 PM	28	7	25%	01-08-19	2:00-2:15 PM	28	8	29%	01-08-19	3:00-3:15PM	28	5	18%	
Total Hospital		01-08-19	9:00-9:15 AM	200	78	39%	01-08-19	12:00 - 12:15:00 PM	200	71	36%	01-08-19	2:00-2:15 PM	200	72	36%	01-08-19	3:00-3:15PM	200	89	45%	





Edward River Council
 Civic Centre
 Civic Place
 PO Box 270
 Deniliquin, NSW, 2710
 Phone 03 5898 3000
 Fax 03 5898 3029

HOSPITAL PRECINCT AREA
 PROPOSED PARKING LAYOUT ALONG CHARLOTTE STREET

SCALE	N.T.S.	DRAWING NO.	AMEND
			A
			SHEET SIZE
			A4

9.22 PROCUREMENT POLICY REVIEW**Author:** Oliver McNulty, Director Infrastructure**Authoriser:** Oliver McNulty, Director Infrastructure**RECOMMENDATION**

That Council adopt the draft Procurement Policy incorporating the changes to Section 55 of the *Local Government Act* relating to the threshold for open tendering being raised to \$250,000.

BACKGROUND

After lobbying by the Local Government sector for a change to legislation, the *Local Government Act 1993 (section 55 (3) (n))* tender threshold has been lifted from \$150,000 to \$250,000. A copy of this section of the *Local Government Act* is attached to this report.

Council's current Procurement Policy (policy) includes the previous tendering threshold and needs to be reviewed in line with the above noted changes to the *Local Government Act*. The policy is supplemented by a separate risk assessment tool and procedure documentation to support council staff and councillors to comply with the policy.

ISSUE/DISCUSSION

Recent changes to the *Local Government Act* allow for works with a value between \$150,000 and \$250,000 to be managed without the need to go to open tender. These changes shall allow Council staff to engage contractors and suppliers more quickly as, without going to open tender, a Council resolution to enter into the contract is not required. It is noted that any purchases shall be in accordance with Council's Procurement Policy and Procurement Procedures.

A review of Council's contracts register highlights that in the past two years seven contracts were awarded with a contract value between \$150,000 and \$250,000. These include two major plant purchases, three strategic projects and two construction projects. This is out of a total of 30 contracts Council has entered into over this period. Details of these contracts are attached to this report. It is noted that upcoming projects in the 2019/20 Operational Plan, mainly regarding road construction, may also fall within this \$150,000 to \$250,000 value.

To enact these changes to the *Local Government Act*, Council's Procurement Policy needs to be amended in line with the increased threshold for open tendering. Included in the table below is a summary of the current information detailed in the Procurement Policy and the proposed changes to the policy in line with the *Local Government Act*.

Procurement Method	Current Threshold Values	Proposed Threshold Values
Verbal quote or Purchase Card	Less than \$1,000	Less than \$1,000
1 written quote	More than \$1,000 and less than \$5,000	More than \$1,000 and less than \$5,000
2 written quotes	More than \$5,000 and less than or equal to \$25,000	More than \$5,000 and less than or equal to \$25,000
3 written quotes	More than \$25,000 and less than or equal to \$50,000	More than \$25,000 and less than or equal to \$50,000
Request for Quotation	More than \$50,000 & less than \$150,000	More than \$50,000 & less than \$250,000

Procurement Method	Current Threshold Values	Proposed Threshold Values
Open Tender	Equal to or more than \$150,000	Equal to or more than \$250,000

Regarding plant and fleet purchases, Councillors have previously requested that purchases greater than \$150,000 be reported to Council in line with the requirements for open tendering. This threshold would change to \$250,000 in line with the new threshold for open tendering.

As noted in the table above, projects with a value between \$150,000 and \$250,000 shall be managed using a Request for Quotation process. The steps involved in a Request for Quotation process include:

- Preparing a Project Plan to document the project requirements and how it shall be delivered;
- Preparing a Request for Quotation brief in the same manner as tender documentation;
- Advertising the Request for Quotation either publicly or to a select list of contractors/suppliers;
- Approval of a quotation in accordance with Council's Delegated Financial Authority for staff; and
- Issuing a Council order for the work.

A copy of the amended draft Procurement Policy is attached to this report. It is recommended that Council adopts this draft Procurement Policy,

STRATEGIC IMPLICATIONS

This policy ensures that all council employees and councillors undertake procurement activities in a manner that is consistent with their legal and ethical obligations

COMMUNITY STRATEGIC PLAN

5.3 Our local government is efficient, innovative and financially sustainable

FINANCIAL IMPLICATIONS

The Procurement Policy sets out the guidelines for officers to purchase goods and equipment on behalf of Council

LEGISLATIVE IMPLICATIONS

The policy supports the implementation of Section 55 of the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*.

ATTACHMENTS

1. Local Government Act 1993 Sec 55
2. Contracts awarded with a value between \$150,000 to \$250,000 in the past two years
3. Draft Procurement Policy

Local Government Act 1993 No 30

Current version for 25 June 2019 to date (accessed 24 July 2019 at 09:19)

Chapter 6 > Part 3 > Division 1 > Section 55

55 Requirements for tendering

- (1) A council must invite tenders before entering into any of the following contracts:
 - (a) a contract to carry out work that, by or under any Act, is directed or authorised to be carried out by the council,
 - (b) a contract to carry out work that, under some other contract, the council has undertaken to carry out for some other person or body,
 - (c) a contract to perform a service or to provide facilities that, by or under any Act, is directed or authorised to be performed or provided by the council,
 - (d) a contract to perform a service or to provide facilities that, under some other contract, the council has undertaken to perform or provide for some other body,
 - (e) a contract for the provision of goods or materials to the council (whether by sale, lease or otherwise),
 - (f) a contract for the provision of services to the council (other than a contract for the provision of banking, borrowing or investment services),
 - (g) a contract for the disposal of property of the council,
 - (h) a contract requiring the payment of instalments by or to the council over a period of 2 or more years,
 - (i) any other contract, or any contract of a class, prescribed by the regulations.
- (2) Tenders are to be invited, and invitations to tender are to be made, by public notice and in accordance with any provisions prescribed by the regulations.
- (2A) Nothing in this section prevents a council from tendering for any work, service or facility for which it has invited tenders.
- (3) This section does not apply to the following contracts:
 - (a) subject to the regulations, a contract for the purchase of goods, materials or services specified by a person prescribed by the regulations made with another person so specified, during a period so specified and, if a rate is so specified, at a rate not exceeding the rate so specified,
 - (b) a contract entered into by a council with the Crown (whether in right of the Commonwealth, New South Wales or any other State or a Territory), a Minister of the Crown or a statutory body representing the Crown,
 - (c) a contract entered into by a council with another council,

Local Government Act 1993 No 30 [NSW]

- (d) a contract for the purchase or sale by a council of land,
- (e) a contract for the leasing or licensing of land by the council, other than the leasing or licensing of community land for a term exceeding 5 years to a body that is not a non-profit organisation (see section 46A),
- (f) a contract for purchase or sale by a council at public auction,
- (g) a contract for the purchase of goods, materials or services specified by the NSW Procurement Board or the Department of Administrative Services of the Commonwealth, made with a person so specified, during a period so specified and, if a rate is so specified, at a rate not exceeding the rate so specified,
- (h) a contract for the employment of a person as an employee of the council,
- (i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders,
- (j) contract for which, because of provisions made by or under another Act, a council is exempt from the requirement to invite a tender,
- (k) a contract made in a case of emergency,
- (l) a contract to enter into a public-private partnership,
- (m) if a council has entered into a public-private partnership—a contract entered into by the council for the purposes of carrying out a project under the public-private partnership (but only to the extent that the contract is part of the project that has been assessed or reviewed under Part 6 of Chapter 12),
- (n) a contract involving an estimated expenditure or receipt of an amount of:
 - (i) less than \$250,000 or another amount as may be prescribed by the regulations, or
 - (ii) less than \$150,000 or another amount as may be prescribed by the regulations for a contract involving the provision of services where those services are, at the time of entering the contract, being provided by employees of the council,
- (o) a contract that is an environmental upgrade agreement (within the meaning of Part 2A),
- (p) a contract or arrangement between a council and the Electoral Commissioner for the Electoral Commissioner to administer the council's elections, council polls and constitutional referendums,
- (q) a contract made with a person or body approved as a disability employment organisation under the *Public Works and Procurement Act 1912* for the purchase of goods or services in relation to which the person or body is so approved.

Note. Despite the person or body being approved under the *Public Works and Procurement Act 1912*, that Act does not otherwise apply to the procurement of goods and services by or for a council.

Current version for 25 June 2019 to date (accessed 24 July 2019 at 09:19)

Page 2 of 3

Local Government Act 1993 No 30 [NSW]

- (4) A council that invites tenders from selected persons only is taken to comply with the requirements of this section if those persons are selected:
- (a) from persons who have responded to a public advertisement for expressions of interest in the particular contract for which tenders are being invited, or
 - (b) from persons who have responded to a public advertisement for recognition as recognised contractors with respect to contracts of the same kind as that for which tenders are being invited.
- (5)–(7) (Repealed)

Extract from Contract Register
Contracts between \$150000 and \$250000 over past 2 years

Contract Number	Tech1 No. & Short Name example C2019/02 - Sewer Relining Program - CAP 1000123	Contract Long Name	Contract Value - Estimate	Contract Description	Tender Closing Date	Responsible Officer	Method of Tendering
C2019/02		Construction of Cressy Street	\$186,588	Construction of Cressy Street between Macaulay Street and Napier Street		Chandana de Silva	Open tender
2.19.234		Replacement of Water Meters Contract No 2.19.234	\$ 190,000	Replacement of Water Meters Contract No 2.19.236	22-06-17	Mark Dalzell	Open tender
2.19.251		Edward River North Deniliquin Depot Masterplan Development Stage 1	\$200,000	Stage 1 of the North Depot development	30-03-18	Director Infrastructure	Fixed Price
2.19.268		Purchase of large tipping truck	\$200,000	Purchase of large tipping truck to replace FM6	16-11-18	Geoff Pitt	Vendor Panel
C2019/13	Crushed Rock to RMS Riverina	Crushed Rock Delivery to RMS site Riverina (16km east of Deniliquin)	\$200,000	Supply & deliver 4700 tonnes class 2 fine crushed rock ex-Yabba Quarry to Birganbigal Road stockpile - to commence when instructed by Council (around 7 June 2019)	16-05-19	Malcom Styles	other - EB Mawson & Sons Pty Ltd
2.19.250		Purchase of one bogie drive tipping truck Contract No 2.19.250	\$206,000	Purchase of one bogie drive tipping truck CP 496	20-04-18	Geoff Pitt	LGP Vendor Panel
2.19.246		Deniliquin CBD, Riverfront, Lagoon and Town Entrance Masterplan Contract No 2.19.246	\$213,000	The project will provide a structured program that builds on the Deniliquin Public Space Strategy and allows for the staged renewal and upgrade of the Deniliquin CBD, Riverfront, Lagoon Network and Town Entrances. The project aims to: <ul style="list-style-type: none"> • Provide a structural change to the physical appearance of Deniliquin with a focus on the CBD, Riverfront, Lagoon networks and town entrances • Improve the liveability, functionality and access to the CBD, Riverfront and Lagoon networks • Consider both short term and long-term actions • Consider ongoing Council asset management and servicing requirements • Consider ongoing ability to fund and implement works • Consider the impacts of planning issues • Maximise the Riverfront and its proximity and links with the CBD • Consider the needs of all stakeholders • Focus on creating new private sector development opportunities where appropriate and supporting existing business 	09-03-18	Adam McSwain	Open Tender
2.19.244		North Deniliquin Levee Fesability & Design Study Contract No 2.19.244	\$220,000	North Deniliquin Levee Fesability & Design Study	22-03-18	Mark Dalzell	Open tender



PROCUREMENT POLICY

Scope

This Policy applies to Councillors and Council Officers participating in the procurement of goods or services on behalf of Edward River Council.

Purpose

The purpose of this policy is to establish how Council's procurement practices support the implementation and delivery of Council's Community Strategic Plan in accordance with Council's annual budget and long term financial plan.

Definitions

Procurement describes the over-arching process concerned with developing and implementing strategies to manage an organisations spend in a way as to contribute to the organisations overall goals and to maximise value and/or minimise the total cost of ownership.

Purchasing means the actual purchasing of goods and services.

Value for Money as detailed by the Tendering Guidelines for NSW Local Government, value for money is determined by considering all the factors that are relevant to the proposed procurement and may include: experience, quality, reliability, timeliness, service, risk profiles and initial and ongoing costs. These are all factors that can make a significant impact on benefits and costs. Value for money does not automatically mean the 'lowest price'. Value for money is a comparison of the apparent benefits of the proposed procurement activity with the whole-of-life costs.

Legislative Requirements

Local Government Act 1993 particularly Section 55, Section 10A, Section 12.

Local Government (General) Regulation 2005.

Relevant Australian Standards.

Local Government Amendment (Public Private Partnership) Act 2004 and the Public Private Partnerships DLG Guidelines.

Office of Local Government Tendering Guidelines for NSW Local Government.

Government Information (Public Access) Act 2009.

National Competition Policy.

Competition and Consumer Act 2010 (Cth) and the Fair Trading Act 1987 (NSW)

Privacy and Personal Information Protection Act 1998.

State Records Act 1998.

Policy Statement

Council is committed to ensuring that all procurement activities are undertaken in a robust and systematic manner that is consistent with its legal and ethical obligations.

Council will ensure value for money through a balanced whole-of-life evaluation that includes consideration of financial, social, ethical, local economic and environmental factors.

Council will deliver on our commitment to procurement that meets operational requirements and achieves the highest commercial and sustainability outcomes through the application of the principles and objectives of this policy.

Only authorised staff may undertake procurement of goods or services on behalf of Edward River Council. Staff are authorised through instruments of delegation in accordance with the Local Government Act 1993.

Principles

i. Value for money

Consideration of capital cost, lifetime costs and benefits associated with the procurement for the long-term benefit of Council.

ii. Probity

Clear application of fairness and integrity in procurement processes to encourage suppliers to work with Council.

iii. Accountability and transparency

Procurement is open, justified, planned, documented and within delegation.

iv. Consistency

Application of procedures based on standard methods providing a consistent approach to procurement.

v. Risk management

Risks are identified and managed to maximise opportunity and minimise adverse consequence to Council through procurement processes.

vi. Sustainability

Procurement achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to the community, the economy and the natural environment.

Objectives

Building upon our existing business principles, it is the objectives of the Policy to ensure that Council's procurement practices:

1. make efficient and effective use of Council's and Council's supplier's resources;
2. are compliant with legislation;
3. improve the local amenity of our community and are socially responsible;
4. foster local economic development and business sustainability through procurement practices;
5. support Australian markets for sustainable products and services;
6. improve Council's on time payment record and cash management;
7. ensure Council and its staff act within their delegations and are accountable for decision making in procurement.

Procurement Controls

All procurements must be in accordance with the following and executed in accordance with the Procurement Procedure.

Value of Purchase inc. GST	Procurement Method
Less than \$1,000	Verbal quote or Purchase Card
More than 1,000 and less than \$5,000	1 written quote
More than \$5,000 and less than or equal to \$25,000	2 written quotes
More than \$25,000 and less than or equal to \$50,000	3 written quotes
More than \$50,000 & less than \$250,000	Request for Quotation
Equal to or more than \$250,000	Open Tender

For low value transactions of less than \$1,000, where procurement can be through a single verbal quote, the details of the verbal quote are to be entered in the notes field of the Purchase Order in the Finance System. Similarly, written quotes are to be attached to the Purchase Order.

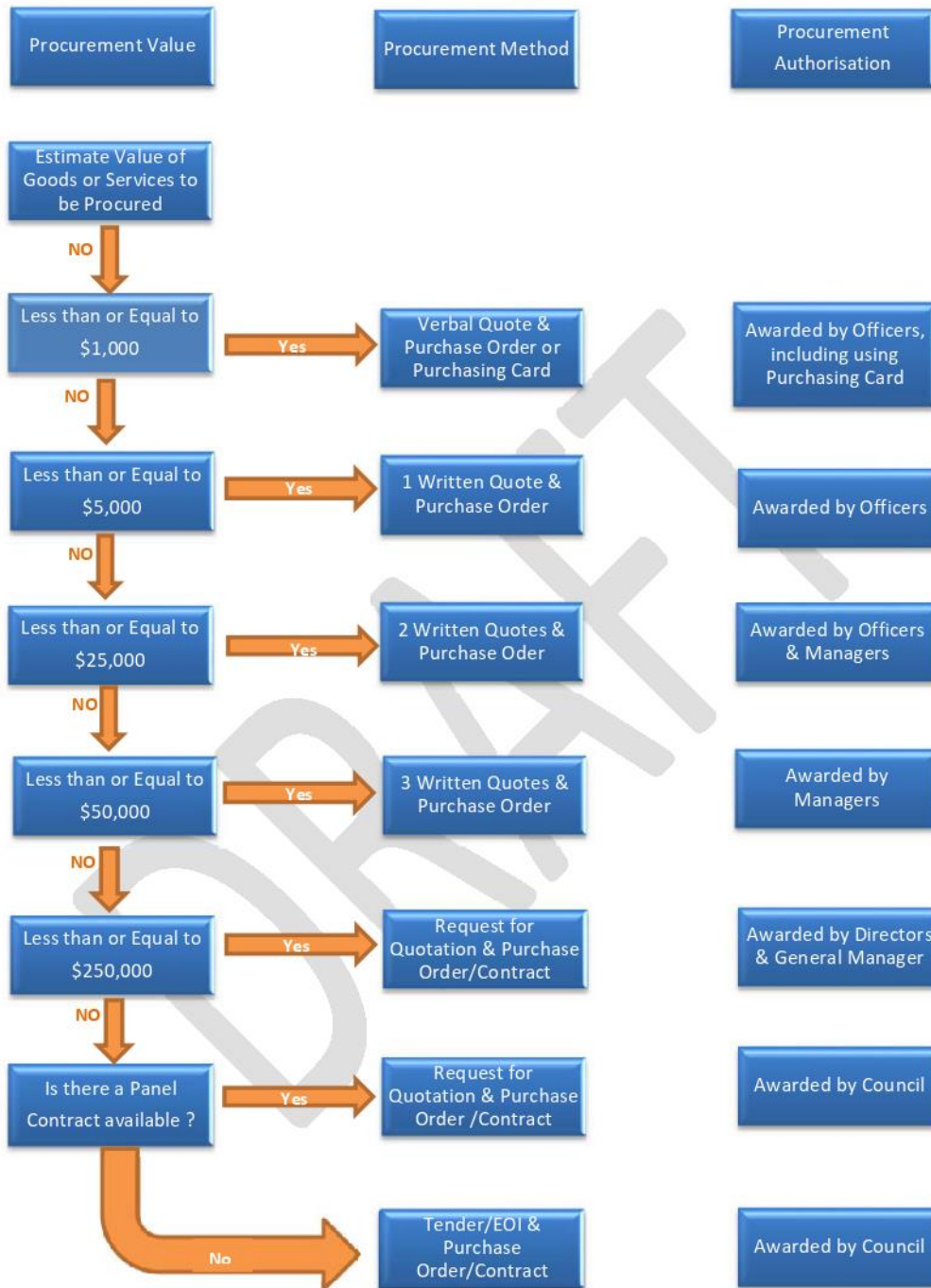
All purchase orders must be separately authorised in accordance with Financial Delegations.

Council's Corporate Purchase Card may be used for the payment of invoices under \$1,000.



Procurement Policy

Council Policy
Corporate Services
Director Corporate Services



Exemption

The following activities are exempt from this Policy as they are subject to the approval of the General Manager:

- Emergency purchases
- Purchase of specialised goods or services
- Purchase of travel and accommodation

Exemptions from Quotation Requirements

If an employee is prevented from obtaining the number of quotations required (e.g. sole supplier), then they must document the facts to support the deviation from the procedures set out in this Policy on an *Exemption Form*; and

(b) All exemptions must be recommended by the relevant Director and authorised by the General Manager or designate

Supporting Local Business

Council is committed to supporting local businesses where such purchases are justified on value for money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements. A weighting percentage of 10% will be assigned to the criteria element of "benefit to the Edward River region" for tenders and quotations. Council will examine where the business has its head office, the percentage of staff employed, percentage of materials, plant and equipment used and what impact the business offers the local community.

Corporate Purchase Cards

The following applies to the use of Corporate Purchase Cards issued to the Mayor, General Manager and designated Council employees:

1. Council is to maintain a register of Corporate Purchase Cards;
2. All cards will have transaction limits and monthly spending limits;
3. The cardholder is responsible for ensuring the security of the Purchase Card;
4. The cardholder is responsible for keeping all transaction records, such as receipts to verify expenditure;
5. All Corporate Purchase Card transactions must be authorised by the cardholder's manager or Director;
6. Corporate Purchase Card spending will be regularly audited by the Manager Finance and external auditors.

Procedures, guidelines and supporting documents

Procurement Procedure (Council)

Tender Guidelines for NSW Local Government, October 2009 (State)

Delegations Register

Code of Conduct and Guidelines



**CERTIFICATE OF EXEMPTION
TO DEVIATE FROM POLICY**

Project Details:

Description of work/materials:

Total Estimated Cost: \$

Allocation No. / Project Code:

Reasons for Seeking Exemption:

Proposed Supplier/Tenderer:

Certificate of Exemption

I certify that for the work/material detailed above it is impractical / inexpedient to:

- Obtaining three (3) quotations
- Calling public tenders
- Other (specify)

Period for which Certificate of Exemption is value to

Recommended

Signature

Position

Approved

Signature

Position



Policy Version Control

Title	Procurement Policy			
ECM Doc Set ID	27190			
Date Adopted	24 Aug 2017			
Council Minute No.	179/17			
Responsible Officer	Director Corporate Services			
Version Number	Modified By	Modifications Made	Date modified and Approved by Council	Council Minute Number
2	Michael Todd	Quotations	19 July 2018	2018/166

DRAFT

9.23 EDWARD RIVER COUNCIL - DRAFT WASTE STRATEGY**Author:** Oliver McNulty, Director Infrastructure**Authoriser:** Oliver McNulty, Director Infrastructure**RECOMMENDATION**

That Council

1. Adopt the Edward River Council Waste Strategy 2019-2049, Attachment 2
2. Note that recommendation 1.1, 'Expansion of Kerbside Services' (contained in Appendix A), will require the development of a business case prior to implementation.

BACKGROUND

At its April 2019 meeting, Council considered a report in relation to the Edward River Council Draft Waste Strategy. At this meeting Council resolved to;

1. *Place the draft Edward River Waste Strategy on exhibition for a minimum period of 28 days; and*
2. *Receive a report on the outcome of the exhibition of the Edward River Waste Strategy*

The Draft Strategy was placed on public exhibition and was advertised extensively. The exhibition period was extended to enable the Draft Strategy to be displayed at Council's budget roadshow through early June. The exhibition period closed in June with 12 submissions being received from the community.

ISSUE/DISCUSSION

The draft Waste Strategy, prepared by Mike Ritchie and Associates Consulting (MRA Consulting), highlights several strategic measures and actions that Council should put in place for the management of waste into the future. These include:

- Expanding kerbside services to include recyclables and Food Organic and Garden Organic (FOGO) material;
- Expand community awareness and education regarding recycling;
- Investigate the feasibility of new landfill cells and disposal areas at the Deniliquin landfill depot;
- Implementation of transfer station and closures of the rural landfill depots;
- Develop longer term waste disposal facilities for use by Edward River Council;
- Enhance service delivery and performance improvement.

Summaries of each of the submissions received, and comments from Council staff, are attached to this report.

In summary, the issues raised in the submissions can be grouped in the following areas:

- Support for kerbside recycling, including the recycling of FOGO material;
- Support for greater community awareness and education;
- Concerns with the costs for recycling;
- Concerns with the extension of the landfill depot at its current location.

Comments from MRA Consulting regarding the issues raised in the submissions are also included in the attachment.

Kerbside Recycling

Of the 12 submissions received, eight were supportive of kerbside recycling with no submission being received that raised concerns about kerbside recycling. Submissions highlighted the benefits of kerbside recycling in terms of less material being disposed of at the landfill as well as the fact that many other areas already undertake kerbside recycling and have done so for a long time. The submissions were also supportive of FOGO recycling.

Cost of Kerbside Recycling

Whilst the submissions were supportive of kerbside recycling, concerns were raised in two of the submissions regarding the cost of recycling as well as the fact that some people already recycle and therefore should not have to pay for the service.

The cost for the recycling included in the draft Waste Strategy was based on the additional collection and disposal costs for recyclable material at a designated recycling facility. This is for both recyclable material and FOGO as the volumes generated in the Edward River Council area are not large enough to warrant construction of dedicated recyclable handling infrastructure in Deniliquin.

It is noted that waste management is a fee-based service rather than a rateable service and that fees and charges are set so that it is self-funding. Based on this the introduction of recycling would need to include an increase to the fees

Regarding the concern of who would need to pay for the recycling, it is proposed that the recycling service is added to the existing general waste collection service. Therefore, all properties currently receiving the general waste collection service would also receive, and pay for, a recycling service. This is considered the fairest method of charging on a community wide basis for the service.

It is noted that should Council allow for an opt-in scenario, where a kerb side recycling service would be provided for those willing to pay for the service, that the cost to do so would be much greater than noted in the draft Waste Strategy and that people who did not pay for the recycling service would place recyclable material in the general waste collection bins. This would reduce the effectiveness of any recycling system. Such an alternative would also not resolve the issue of diverting material from Deniliquin landfill.

Further, the costs of separation of unsuitable materials that in effect "contaminate" recyclables, and food organic and garden organic materials collected reflect markedly in charges imposed by recycling companies operating materials recycling facilities. The 'Chinese Sword' and more recently rejections of shipments of recyclables from Australia and other countries highlight the need to significantly reduce the source "contaminants". Reduction is best addressed by community education and focusing on an education in schools.

Community Awareness and Education

Submissions received highlighted the need for Council to undertake greater community awareness and education regarding recycling and waste minimisation. This would be needed to support any recycling efforts.

Officers agree and believe it is important to implement community awareness and education as the success of any recycling systems shall be dependent on how much the community uses the system. This in turn is dependent on the benefit and value that the community place in the system.

Rural Landfill Depots

A submission was received that directly related to the rural landfill depots and this noted that the depots should only be open to people from the relevant community. This does not show a community preference for or against the closure of the rural landfill depots and construction of transfer stations as noted in the draft Waste Strategy.

As the draft Waste Strategy proposed the closure of rural landfill depots and construction of transfer stations, this should remain in the final Waste Strategy. It is also noted that the EPA currently provide grant assistance to councils wishing to close smaller rural landfills and that inclusion of this in the final Waste Strategy may assist Council in obtaining grant funding for conversion.

Council has recently been informed that they were successful in an application for funding to construct transfer stations at their Blighty and Conargo tips. A further report will be bought to Council about these projects in October 2019

Extension of the Deniliquin Waste Depot

The draft Waste Strategy discussed options for the extension of the existing waste depot at its current site. This is because the current disposal area is quickly reaching its full capacity. Mike Ritchie and Associates (MRA Consulting) are finalising designs that should be able to extend the existing disposal area for a period of approximately five years within the existing site boundaries.

The draft Waste Strategy highlighted extension of the disposal area either to the north or south of the existing disposal and provided benefits and concerns for both options. The preferred option would be to extend to the north.

Submissions received raised concerns regarding any extension of the existing disposal area at the current site based on the following:

- Impact on nearby residents due to odour, noise, dust and litter;
- Impact on the groundwater due to the high groundwater table;
- Requirement to clear many trees for the extension to the north; and
- Lack of information regarding the environmental impact of any extension to the existing disposal area.

These submissions raise technical issues regarding the extension to the landfill disposal area that were outside the scope of the draft Waste Strategy. It is noted that any such extension shall require Development Approval in accordance with the *Environmental Planning and Assessment Act* (EPAA Act). For this type of development, the EPAA Act would require Council to prepare a detailed Environmental Impact Statement (EIS) as part of the DA process. The EIS would address, in detail, environmental issues surrounding the development. As part of this process the EIS would be placed on public exhibition thereby allowing the public to comment on the information provided in the document.

Council would also require an approval and licence to operate a landfill disposal within such an extended area from the Environmental Protection Authority (EPA). Officers from EPA have advised that a full environmental assessment of the project shall be required before any licence is given for the operation of an extended disposal area.

Seeking an alternative waste disposal site for Edward River Council's community, either by securing and constructing a new landfill or seeking access to an existing regional landfill facility where the owners are willing to accept waste require long planning timeframes. It must be borne in mind that removing recyclables, and food organics and garden organics from the waste stream should reduce the waste by up to 75%, thereby extending the life of the existing facility by four times.

Administration of Waste Management

During the draft Waste Strategy process, Council staff discussed with MRA Consulting as well as EPA the ongoing administrative task regarding waste management. It is noted that this task may increase with the administration of recycling and interaction with third party receivers of recyclable material from Council. Any increase in these costs would need to be factored into Councils waste management charges.

Current Recycling Climate

It has been well advertised and reported that the market for recycling material has diminished. Federal and State governments are working with industry providers to resolve this issue, as it is critical to divert recycled material from landfills.

Officers have spoken to representatives from Veolia (who manage and operate the recycling centre in Echuca and elsewhere). They have stated that their markets for recycled material are secure, principally since they remove contaminants from all recyclables received.

However, their gate costs are to rise by over 25% in the coming period which will impact upon projected costs for the recycling service. They have also indicated that if the materials delivered contain considerable contaminants then the costs will go up further. They strongly recommend a community education program be established well prior to rolling out a full recycling service.

Recommended Changes to the draft Waste Strategy

Based on the submissions received, it is recommended that the following be retained or revised in the final Waste Strategy (these changes are included in Attachment 2):

- The implementation of a kerbside recycling service, including normal and FOGO material, should be retained in the final Waste Strategy. This should include a fee for each service that covers all costs to Council relating to the provision of the recycling service. It is recommended that this is delivered over a 3-year period;
 - Year 1 - Council will deliver detailed Project Plans and Business plans for both Recycling and FOGO waste collection services. These plans will consider the current market climate and provide a timeline for the delivery of infrastructure to enable the service to be delivered.
 - Year 2 – Deliver recycling services subject to a suitable business climate
 - Year 3 – Deliver FOGO waste collection services
- Community awareness and education should be retained and reinforced in the final Waste Strategy;
- The closure of rural landfill depots and construction of transfer stations should be retained in the final Waste Strategy;
- Investigating extension of the existing Deniliquin Waste Depot should be retained in the final Waste Strategy, however, more focus should be included on investigating the environmental impacts of any extension; and
- Review of internal resourcing for overseeing waste services should also be included in the final Waste Strategy. This would include a business case for any additional resources that may be required to ensure compliance with EPA licence requirements.

STRATEGIC IMPLICATIONS

The Edward River Council Waste Strategy 2019-2049 will set the direction for waster strategy for the next thirty years. This document outlines an action plan for how Council can work with the community to reduce the volumes of materials that are currently disposed of at landfill. This will provide better outcomes for the community as well as reduce the impact on the environment.

COMMUNITY STRATEGIC PLAN

Outcome 1 – A great place to live

Outcome 3 – A valued and enhanced natural environment

FINANCIAL IMPLICATIONS

- The strategy outlines a range of changes to the current waste services delivered across Edward River Council. It also outlines estimated costs for these changes to service. This will need to be reviewed on an ongoing basis to ensure that Councils waste services are cost recoverable

LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

1. Submissions Received to Draft Strategy
2. Edward River Council Waste Strategy

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
Life of Wanganella landfill may be extended by construction a purpose - built fence and issuing keys to rate payers. Would also require signage along Highway noting that Wanganella landfill is closed.	Fencing improvements would be needed at Wanganella if such a suggestion is adopted. It should be noted that because one now can dispose free of charge at the Deniliquin landfill facility, the motive for external persons to dump at Wanganella is now low. The draft Strategy proposes to close Wanganella as a landfill and convert the site to a Transfer Station.
Supportive of all the options included in the strategy.	
Questioned whether Council can supply mulch back to residents free of charge. Noted that Council had advised them that it was not possible to do so.	A budgetary decision for Council. Note that because of the scale of a composting facility, it is likely to be cheaper to send the FOGO to a central facility and transport costs need to be considered if the material is to be returned to Deniliquin.
Noted that other Councils undertake a three - bin system as well as coupon systems. This seems to be supportive of the recycling options.	Cost consideration for Council. Some councils include bundled green waste as part of kerbside hard waste collections. Council already has a free drop off day at the landfill
Noted the composting facility at Carrathool.	
Noted that Muswellbrook has small flat pack boxes for disposal of household batteries.	Will follow up the suggestion. Battery collection can be included in the existing CRCs.
Supportive of measures to increase waste diversion from landfill.	Noted
Concerns with the high use of plastic and queried whether Council can legislate to reduce the use of straws and only use compostable packaging.	Agreed. Council could increase education in this area.
Recycling bins throughout town, such as in the CBD and near McDonalds.	Agreed.
Recycling bins at events and ensuring there are enough bins at events, especially at Waring Gardens.	Agreed.
Concerned with the lack of data regarding the of waste that Council is dealing with. Noted that the	The data used assumed a neighbouring Council's stated figures because of a lack of data availability at

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
usage is based on Murray River Council and that the number is much lower than the national average.	Edward River. As the total volumes for Edward River are relatively small, and the annual airspace at the Deniliquin landfill is accurately surveyed annually, the impact of errors in the assumed data is not likely to be very serious.
Opportunity for Council or local business to make and use compost rather than sending it to a location elsewhere.	See comments above. It's a question of the relative cost and availability of approved space required to establish a composting facility.
Concerns with the number of trees that would be felled as part of options 1 and 2 of the extension to the Deniliquin landfill. Didn't see any mention of an EIS. Noted that the area of lost trees is much bigger than the area of replacement. Also, could a site on the opposite side of the highway be investigated?	Environmental assessment would need to be undertaken as part of the approvals process. Suggestions noted. Flora and fauna assessments relative to any extension being undertaken. A draft has been received for a 0.4 - hectare extension. Any new site will require careful assessment of a number of factors (see later comments).
Supportive of all the options included in the strategy. No comment on charges.	
Concerns with accurate data for Edward River waste generation. Where is the evidence that Edward River produces 66% less waste than the national average	Agree waste data is imperfect, but there is sufficient information for broad planning purposes. Refer also to comment above.
References to globally recognised best practices and options.	Ceasing the practice of sending organic material to landfill and separation of recyclable materials has been researched by the consultants and has been confirmed to be best practice.
Evaluation of environmental impacts/benefits from the proposed waste management options.	This can be performed. There needs more work to be done and suggest it as a further action. A full LCA study is likely to cost between \$50,000 and \$100,000. Given the relatively small size of the ERC community

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
	and the fact that separation of organics and recyclables corresponds to best practice. It will probably be difficult to justify this expenditure. Top level environmental impacts were considered as part of the options study.
Explanation or validation of the estimated costs of kerbside collection of separated recyclables and FOGO.	The consultant's "Options" report covered this issue. Please refer to the "Options" Report.
Importance of community education and awareness	Agreed. Without robust and on-going education, source separation will not be efficient.
Requirement for full Environmental Assessment, rather than an ecological assessment for new cells (WS 1.4)	Should a decision be made to extend the landfill, this would be part of the approval process.
Proposed extension involving clearing of mixed, open box and woodland area is totally unacceptable given the environmental and aboriginal heritage contained within the proposed areas.	Would be determined as part of the development approval process
Suggested that accurate assessment of current waste practices be undertaken to provide accurate data to replace inaccurate and wild comparative assumptions.	See response above regarding waste data.
Suggests that a full environmental assessment of all proposals be undertaken.	See responses above. This would be part of the approval process.
Kerbside separation and collection of organic waste should not include food waste as this restricts recycling options.	Food waste is collected with garden waste, not recyclable materials.
Kerbside separation and collection of recyclables should commence ASAP.	Agreed.
Council should implement compost and mulch production business case study.	The consultants covered this matter in their "Options" report. A business case is not likely to be required because elsewhere it has been demonstrated separating out recyclables and FOGOs lead to

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
	substantial (50 - 60 percent) reduction in waste to landfill.
Noted that there are issues with the end use of recycled materials. As markets for recyclable material diminish, less material is actually recycled.	Recent decisions by the Government of China have disrupted the international market for recovered plastics and paper. Industry has secured some replacement markets and is presently developing infrastructure to reprocess these materials on-shore. It will take time, and meanwhile it is important for the community to continue to separate these recyclable materials so that future sources for these materials are not jeopardised.
Noted that the \$112 per year for recycling is high and that there may be better options for recycling other than kerbside, e.g. drop-off bins near supermarkets.	Drop-off centre's will also come with a cost. Council needs to develop a universal system which will service the entire community. Many residents may have difficulties in transporting recyclables to a central location.
Amount of FOGO that is collected may be less than modelled as many home gardeners already compost at home.	Agreed, however experience has shown that not everyone will consistently and persistently home-compost. Council should consider provision of a universal system for all residents.
Requested further details regarding how the composting and FOGO would operate.	Regular collection of a green bin into which residents place garden and food wastes. Possibly provide a kitchen tidy with vegetable-sourced degradable bags for each dwelling - reduces plastic bag contamination of FOGO material
Service should be provided to rate payers free of charge as it shall be a strain on budgets. Only objection to the strategy is the cost.	"Free of charge" would be ideal, but not practical. Additional Council kerb side recycling, and kerbside FOGO services would come at a cost. There are,

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
	however, economic, environmental and social benefits.
Already composting at home and taking recyclables to the landfill.	Council wishes to provide a universal waste and recycling system which will serve the entire community.
Writing in support other submission that do not support further development of the Deniliquin Landfill depot.	Noted the concurrence with neighbour's views.
Concerns with groundwater contamination as they have a number of aquifer licenses and use groundwater for irrigation and stock and domestic uses.	Best practice design and lining subject to planning approvals would be employed to protect groundwater. (If groundwater is already affected, not extending the landfill will not overcome.)
Concerns with planning for future needs based on dubious past decisions and stop gap solutions.	The aim of the strategy is to develop a pathway based on logic and best practice. It is unclear how past decisions affect this pathway.
Support for the introduction of kerbside recycling. Done across Australia and overdue in Edward River Council.	Agreed
Do not support the proposal to expand the Deniliquin landfill into the north east of current landfill site. Notes that the whole site is too close to residences.	Noted, and if favoured, extension would be away from residences, and would be subject to a formal approval process.
Concerned with the significant amount of money that would need to be expended at the current site to extend its life by 10 years. Also noted significant environmental impact and risks with the existing site.	The consultants Options report compared the costs associated with transferring waste to a regional landfill, as well as the likely viability and costs of a new site. Expansion of the current site would be subject to a formal approval process.
Suggest that the option in the WS to identify regional landfill sites that would be able to receive waste from Deniliquin. Deniliquin could then be converted into a transfer station for this waste.	A possibility which can be considered. Development of a regional landfill site will take time, and any extension of the current site would be regarded as an interim measure.

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
Believes that this option shall be the future as the current site cannot be justified in terms of environmental impact, impact on nearby residences, potential groundwater contamination, noise and air pollution.	Parameters for the selection of a new site would include distance from residences. The site will be engineered according to best practice to manage potential groundwater impacts. Noise and odour issues would need to be considered within the context of site selection criteria.
Does not support the rural landfill sites becoming transfer stations and send the waste into Deniliquin unless the Deniliquin site is also converted to a transfer station.	Rural sites manage very small waste quantities and the impact on Deniliquin landfill airspace will be negligible. It has been identified that two of the rural landfills (Pretty Pine and Conargo) already are nearly full.
Council should investigate the transfer of waste to facilities that can support generation of electricity from the incineration of waste.	Capital cost of incineration would exceed \$100 million and require 150,000 - 200,000 tonnes per annum of waste feed. Deniliquin is not of this scale. At present there are no sites in NSW or Vic which employ this approach. Should this change, transport costs will need to be considered.
Submitter has previously sent correspondence requesting that council does not extend the landfill to the area known as Yorkies Pit, at the rear of the current landfill.	
Strong support of the recycling initiatives included in the WS.	Noted
What is the planned timeframe for making a final decision on the strategy?	Council to advise.
How will FOGO recycling be encouraged among businesses and organisations?	Education. (Council may like to consider differential pricing.) If a business signs up it will have a FOGO collection if introduced.
Will businesses with current kerbside collection have the option for kerbside collection of recycling and FOGO.	Council not responsible for commercial collections, however this can be negotiated with industry players. Note that if commercial food waste can be included, the unit cost may well be able to be reduced. If a

Summary of Submission received regarding the draft Edward River Council Waste Strategy

Summary of points raised in submission	MRA Consulting comments
	business signs up it will have a FOGO collection if introduced.
Will recycling and FOGO bins be available in the CBD, beaches, river walk and recreation areas?	Council to advise. Recommend against food bins (there is no GO as such in these locations) because of odour, vermin and contamination considerations.
Does Council have a policy on product stewardship and strategies to encourage, and if needed facilitate, the community and businesses using such programs?	Product stewardship is best managed at a Federal level.
Other than recycling, what is Council's plan to promote, encourage and support reduction of waste in our community?	Education.
The WS does not include information on how litter is to be reduced despite it being named as a priority.	Education, increased public place monitoring, prosecution.
Information regarding management and treatment of FOGO material. Could be done at the Deniliquin Landfill.	There is limited space at the existing landfill, and odour issues need to be considered. The scale of the composting process was previously trialed by the Council and found to be too small for it to be financially viable.



Edward River Council Waste Strategy 2019-2049

A submission to Edward River Council

11 September 2019





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Edward River Council Waste Management Strategy	3	Revised Final	05/04/2019
Edward River Council Waste Management Strategy	4	Revised Final Draft	11/04/2019
Edward River Council Waste Management Strategy	5	Amended Final Draft	12/04/2019
Edward River Council Waste Management Strategy	6	Final	05/09/2019
Edward River Council Waste Management Strategy	7	Revised Final	11/09/2019

Disclaimer

This report has been prepared by Mike Ritchie and Associates Pty Ltd (trading as MRA Consulting Group (MRA)) for Edward River Council. MRA (ABN 13 143 273 812) cannot accept any responsibility for any use of or reliance on the contents of this document by any third party.



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Strategy at a glance

Supporting Information

This report was developed in conjunction with supporting information and contributions by Edward River Council staff, together with a separate study prepared by MRA Consulting Group "Edward River Waste: Summary of Strategic Waste Management Options", 27 September 2018.

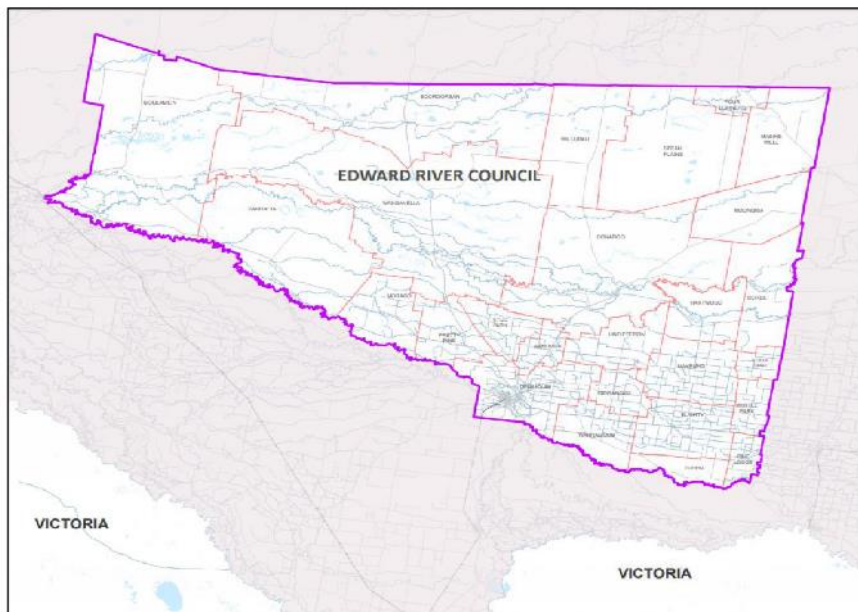
Where are we today?

Overview

Edward River Council (ERC) was established in May 2016 through the merger of the former Conargo Shire Council and Deniliquin Council.

The ERC region is located between Adelaide, Melbourne and Sydney, and borders the Murrumbidgee, Murray River, Hay and Berrigan local government area. It is a member of the Riverina and Murray Joint Organisation (RAMJO), a group of 18 LGAs located along the Murray River throughout the south west of NSW.

The ERC supports a population of 8,900 across an area of 8,881 square kilometres including the town of Deniliquin and surrounding rural towns of Blighty, Booroorban, Conargo, Mayrung, Pretty Pine and Wanganella. The largest industry sectors in the Edward River region are agriculture, forestry and fishing, and irrigated agriculture.



Waste Management Services

ERC delivers a range of waste services that includes;

- Kerbside waste collection;
- community recycling centres;
- drop off points for comingled and paper and cardboard recycling, and waste oil;

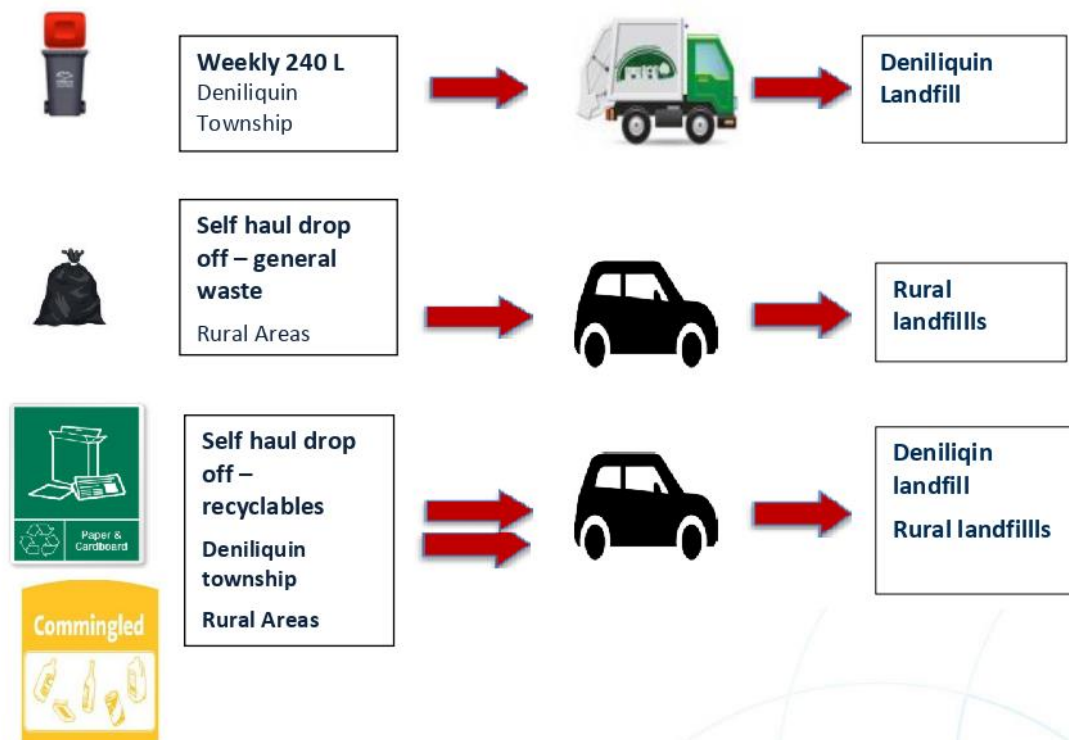


- street sweeping and public place cleansing;
- illegal dumping management and compliance.

Residents that live within the Deniliquin township area are provided with a single general waste bin for weekly kerbside collection. This service covers 3,712 rateable households including both residential and commercial dwellings. Outside the service area, rural residents have access to five local unlicensed rural landfill facilities for self-haul waste disposal. These sites are free of charge for all residents.

There is no available weight data¹ to which defines the rate of waste generation in Edward River. For the purposes of this strategy, it has been assumed that the rate will be similar to neighbouring Murray River Council. A waste audit undertaken in 2014² showed Murray River generated 185 kg of waste per capita. This is significantly less than the national average (2018) of 560 kg per capita per annum³ and the NSW average (2014) of 488 kg per capita per annum⁴.

Residents and businesses can dispose of problem wastes at community recycling centres co-located at Deniliquin and Blighty landfill. Separate gate fees are charged for disposing of self-hauled bulk waste, commercial and industrial, and construction and demolition waste at Deniliquin landfill.



¹ Edward River Council currently collects regular volumetric data related to waste and recyclables at all of its rural landfills and at the Deniliquin landfill.

² MRA Consulting, 2014, Murray River Council – Murray Shire Waste Audits

³ Blue Environment, 2018, National Waste Report 2018 – prepared for the Department of the Environment and Energy

⁴ NSW EPA, 2014, Local Government Waste and Resource Recovery Data Report: As reported by councils



Why we need a strategy?

Outcome 3 of Council's *Community Strategic Plan* notes that Council and the community "will work together to tackle littering, increase recycling", and Council's role is to improve waste management and recycling options. This in turn will empower the community to dispose of waste thoughtfully.

A waste strategy is required to set a roadmap for Council's provision of better waste management and recycling options.

The overall objective for the Strategy is to provide comprehensive, cost effective waste services for the local community and businesses, and ensure long term landfill security through increased waste diversion.

Strategic waste planning is a dynamic process, and this strategy should be reviewed every five years to ensure it keeps up with industry developments and continues to serve the ERC community.

Current Challenges

Edward River faces a number of challenges in improving waste management and recycling within the shire:

- The NSW Government has established state-wide landfill diversion targets. Although these targets are not mandatory, Council has recognised the need to act towards their achievement, as reflected in Council's *Community Strategic Plan*. Improved landfill diversion would have the added benefit of prolonging the life of the Deniliquin landfill and deferring the capital expenditure required to develop a new site.
- The Deniliquin landfill is reaching critical capacity whilst serving as the main licenced waste disposal site for the LGA. The extension of Deniliquin landfill to the South West and North West is prohibited by the close proximity to residents.
- ERC does not provide additional kerbside services that support source separation of comingled recyclables or food and garden organics. Relatively small volumes of paper and cardboard recycling are captured via a self-haul drop off point at all waste facilities, and comingled recycling can be dropped off at either Blighty and Deniliquin Community Recycling centres.
- Landfills can pose a wide range of risks to the environment, human health and amenity. ERC's unlicensed landfill facilities including Blighty, Boooroban, Conargo, Pretty Pine and Wanganella all require operational plans to mitigate environmental risks through provisions for improved site management, and site closure and rehabilitation. At present these landfills are insufficiently resourced and within a changing future regulatory landscape, such sites might be mandated to close with no likely access to government support packages.
- The amount of greenhouse gas emissions from the breakdown of food and garden organics in landfill is significant and can be mitigated through the recovery and recycling of these organics into compost and other products.
- There will be additional costs to households associated with the introduction of additional kerbside services to divert recyclables, food and garden organics from Deniliquin Landfill.

Potential Solutions

There is immediate potential to extend the landfill to the North East and gain additional disposal capacity, approximately ten years that could be increased through landfill diversion activities. Further extension to the North East may be possible, however extension to the South West and North West is precluded by the close



proximity to residents. Immediate capacity gains might be realised through operational improvements in consultation with the EPA.

The risks from the unlicensed landfills can be minimised through better practice landfill design, operation, management and rehabilitation. The rationalisation of the rural landfills would enable ERC to channel limited resources into better managing a smaller number of waste facilities, reduce the risk of environmental harm, and adequately plan for long-term controls and measures.

The introduction of additional kerbside services to divert recyclables and food and garden organics could, if supported by the residents, significantly reduce the quantity of waste to be disposed at Deniliquin Landfill.

Where do we want to get to?

In December 2014, the NSW EPA released the NSW Waste and Resource Recovery Strategy 2014-21 that set six clear targets for 2021-22 to improve waste management across NSW. The key area of concern for ERC to address was the increased recycling rate targets for municipal solid waste to 70%, commercial and industrial waste to 70% and construction and demolition waste to 80%. There is also the target to increase waste diverted from landfill to 75%. ERC is committed to implementing an action plan in order to move towards achieving these targets.

ERC is undergoing a planned and collaborative approach to waste management which can achieve long term benefits that are cost effective, and supportive of the local community, environment and economy.

ERC's key waste management and resource recovery priorities are to;

- Maximise the life of landfill resources;
- Improve the environmental performance of all waste and resource recovery facilities;
- Provide cost effective waste and resource recovery services;
- Enhance Service Delivery and Performance Improvement.

ERC must introduce actions that can effectively divert waste from Deniliquin landfill, and progressively convert existing rural landfills to transfer stations whilst reducing budgetary impacts.

How are we going to get there?

This strategy is a roadmap that highlights the key priorities and activities that will be undertaken by ERC to divert waste from landfill and deliver sustainable waste management outcomes within the region.

1. Maximise the life of landfill resources

1.1 Expand kerbside services

Paper and cardboard recycling self-haul drop off facilities are available at all waste facilities except Wanganella and Boorooban, and comingled recycling drop-off is available at Blighty and Deniliquin Community Recycling centres. During 2016/7 the Deniliquin Waste Facility received approximately 28 tonnes of comingled, paper and cardboard recyclables through the self-haul collection system, which represents approximately only 4% of the material which could potentially be diverted from landfill.

Around 65% of all materials sent to landfill are organic in nature, therefore increasing recovery of food waste is an important factor in order to reduce the tonnes of material sent to landfill. Up to 15% of the average kerbside bin content are comingled recyclable materials. Overall, Kerbside recycling inclusive of food and garden organics could divert up to 80% of municipal waste from Deniliquin landfill.



Expanded kerbside collection services will incur an additional cost which will depend upon commercial negotiations with the processing service providers. Initial modelling estimates undertaken by MRA indicate a food and organics collection service will result in an increased cost of approximately \$65.00 per household per year. A recycling collection service will cost approximately \$46.50 per household per year.

Actions

- Prepare detailed project and business plans for both recycling and FOGO waste collection services. These plans will consider the current market climate and provide a delivery timeline.
- Prepare and conduct tendering processes to engage waste service providers to support the introduction of the following new kerbside services to township households:
 - Fortnightly 240 litre comingled recycling bin; and
 - Fortnightly Food and Garden Organics (FOGO) bin.
 - Roll out a fortnightly FOGO service and weekly garbage service in the short term and review collection frequency within the medium to long term.
- Investigate and implement strategies for recycling at all Council facilities and public places.



Image Source: Melville Talks (2019)

1.2 Expand community education and awareness

For the new waste services to be successful in achieving waste diversion from within the community, Council will strive towards achieving high community acceptance of the new services and ensure residents know how to use them. The staged implementation of kerbside collection system, or alterations to the current system, will require extensive education and engagement activities to support households and businesses to adapt to the new system, and achieve low contamination and high diversion rates.

Actions

- Undertake community and industry consultation, and produce an implementation package that addresses and supports;
 - Current recycling behaviours;
 - Attitudes towards recycling services;
 - Optimal messaging and service design;



- Barriers or concerns regarding participation;
- The potential effectiveness of available support tools;
- Illegal dumping prevention.
- Design and implement a trial run before a full roll-out so as to help Council to identify challenges and prepare the community for the full roll-out;
- Develop general education initiatives to encourage waste diversion, including:
 - Develop and deliver awareness raising campaigns to increase public understanding and engagement regarding waste avoidance, service changes, relevant campaigns and feedback on achievements through the council website, social media channels and events;
 - Encourage the re-use/exchange of recyclable materials and goods through existing reuse stores and online marketplaces;
 - Identify partnerships to facilitate and encourage waste minimisation and recycling within the community;
 - Provide clear information on all Council waste and recycling services. Basic pictorial information of what to put in each bin, and what day bins go out is best displayed on or around kerbside bins. Bin Signage and stickers designed to consider language and accessibility (i.e. to be understood as clearly as possible by those with different abilities of vision, knowledge of the English language, intellectual ability and with other conditions);
 - Engage with businesses on waste avoidance and implement a business waste reduction program (e.g. Bin Trim, Halve Waste);
 - Expand and improve recycling at council run or supported events;
 - Support regional waste education campaigns.

1.3 Optimise air space at the existing Deniliquin Landfill

The Deniliquin Landfill is sited upon an area which has been lined, and the original approval stipulates the broad geometry of the final shape. There is the potential to utilise additional airspace within the existing facility in order to maximise the benefit to the ERC community which the landfill provides.

Actions

- Determine the extent of the lined area;
- Obtain survey data for the existing landfill;
- Develop a design for the final form of the landfill in accordance with the site's approval; and
- Base on the above develop an estimate of the remaining landfill capacity.

1.4 Investigate feasibility of new cells at the Deniliquin Landfill

The area to the north of the existing landfill may afford two opportunities to extend the landfill and prolong its life. The first is to extend the facility into an area which lies within the boundary of the site. This would be subject to gaining appropriate approvals. The second would be to extend further into an adjoining area which forms part of the TSR. This would similarly be contingent upon gaining approvals, and also subject to ERC reaching an agreement with the TSR.

Actions

- Undertake a constraints level ecological assessment of the two areas to determine if there are any obvious factors which would preclude expansion of the landfill into either of these areas;



- Should no constraint be identified, develop a concept design for the landfill in the first area which integrates into the final form of the current landfill;
- Develop a cost estimate for the landfill extension into the first area;
- Subject to the cost of the extension being satisfactory, prepare a development application, including an Environmental Impact Statement and appropriate specialist studies;
- Subject to the extension cost and remaining capacity of the enlarged landfill, ERC should determine if further extension into the TSR is warranted;
- If further extension is judged to be warranted, enter into negotiations with the TSR to secure the land, then undertake a design of the area and seek appropriate approvals.

1.5 Develop longer term waste disposal facilities for use by Edward River Council

The Deniliquin landfill has finite capacity. Reducing the amount of waste deposited there, and extending the landfill footprint will extend the life of the facility, however in the medium to long term other arrangements will need to be made. There are two primary options: identify another landfill site within ERC, enter into contractual arrangements with a larger regional facility for the disposal of ERC's waste. Further opportunities may become apparent to reduce the amount of waste to landfill, or to process materials locally, however there is always likely to be a need for a landfill to dispose of residuals or to manage waste in the event of a natural disaster or breakdown of processing equipment. In view of the relatively small quantity of waste generated in ERC, processing is unlikely to be a financially viable alternative.

Actions

- Identify potential sites within ERC LGA;
- Should a suitable site(s) be identified, undertake a constraints level ecological assessment for the preferred location to determine its suitability;
- Identify regional landfills which may be able to receive ERC's wastes;
- For both options, undertake a financial analysis (which would include transport costs) to determine the preferred approach;
- Should remote landfilling be preferred, enter into long term contract negotiations for the disposal of ERC's wastes; and
- Should a new local landfill be preferred, develop a design for the facility and prepare the requisite documentation for a Development Approval application.

2. Improve the environmental performance of waste facilities

ERC will provide the community with sustainable and lasting infrastructure for future waste management needs. This will involve over the longer term converting operations from land filling to transfer stations at all but the Deniliquin Landfill site. This will ensure residents in rural regions outside of the main towns continue to have access to a convenient site for waste disposal and recycling, without the attendant obligations and risk to Council in running and maintaining multiple landfills. It is important that a continuous disposal service is maintained, in the form of a transfer station, as the complete closure of waste services at the rural landfill sites may lead to an increase in illegal dumping, which, apart from the undesirable environmental impact, would be costly to regulate and remediate.

ERC will continue building upon the successful establishment of two community recycling centres (CRC) for problem waste materials by continually promoting and expanding participation in responsible disposal and product stewardship (takeback) schemes at Council facilities.



A summary of the estimated costs to transition the rural landfills to transfer stations is presented in Appendix B.

Operation of the Deniliquin Landfill and rural transfer stations

Improve the operation and environmental impact of ERC's waste facilities while maintaining the level of service available to residents.

Actions

- Prepare closure and rehabilitation plans for rural landfills and develop alternative rural transfer stations with secure waste and recycling drop off points;
- Investigate and apply for grant opportunities to fund landfill closure and development of transfer stations;
- Progressively rehabilitate sites in accordance with the rehabilitation plan and EPA requirements;
- Develop transfer stations on former landfill sites that improve waste separation, and safety and amenity for the community;
- Encourage full uptake of CRC services by monitoring and reviewing usage at both sites, and identify opportunities to increase capture and transfer of problem wastes;
- Host e-waste collection days at Blighty and Deniliquin CRC's, and either transfer stockpiles to an approved processor or partner with an approved provider of the National Television and Computer Recycling Scheme;
- Identify and monitor potential hot spots for illegal dumping (e.g. RID on-line).

3. Provide cost effective waste and resource recovery services

Providing improved waste services to a recently amalgamated council region can be challenging and is further complicated by the dispersed rural geography. Services need to be cost effective for Council, whilst being equitable and accessible. Financial costs will be continually balanced with acceptable levels of service.

Actions

- Review and identify opportunities for developing a full cost recovery waste service model that uses a combination of gate fees and rates, and covers landfill operations, closure, rehabilitation and monitoring, infrastructure development and equipment purchases;
- Review internal resourcing for waste service delivery and contract administration, and develop a business case for any additional resources to be funded from waste charges.
- Investigate availability of grant funding through government and industry bodies;
- Work with surrounding councils and regional waste bodies to maximise resource sharing and investigate joint tendering opportunities.

4. Enhance Service Delivery and Performance Improvement

ERC will ensure waste management services are appropriate, efficient and can be sustainably delivered through planning, review, monitoring, and improvement processes.

ERC could introduce new kerbside services to trial areas before expanding the services to the whole LGA in order to streamline the correct use of the service by residents and to manage any operational issues initially at the small scale.



It is essential that all decisions made by Council are informed and based upon accurate baseline and ongoing data. This data will assist Council ensure it is undertaking the most environmentally and financially sustainable waste management practices possible.

The need for accurate and timely data collection will require the development of both internal data capturing processes and suitable requirements within all of Council tenders that relate to the collection and processing of Council's waste materials. For example, Council could consider the installation of weighbridge facilities.

It is essential that ERC develop key performance indicators to measure and monitor progress towards achieving priority goals as part of this Strategy.

Actions

- Review Council's internal waste management processes that include service delivery and accountability;
- Implement a weighbridge and waste data system to record and report key performance indicators, inform decision making and provide feedback to the community on improvements;
- Develop and review data collection systems;
- Work towards undertaking a landfill audit at Deniliquin landfill to obtain more detailed information on types of commercial and industrial, construction and demolition materials entering the facilities, and domestic waste bin audits including composition and bin fullness;
- Develop tender documents with appropriate requirements for collection and processing;
- Develop service delivery plans for operations at waste facilities, transfer stations, and kerbside collection services in consultation with stakeholders, and consistent with the objectives of this strategy;
- Develop and regularly review key performance indicators to monitor against strategic waste management targets;
- Work with kerbside collection staff or contractors to obtain data on contamination rates and total materials recovered;
- Review externally provided services to continually improve the performance of contracts and service delivery.



Appendix A Waste Management Strategy - Action Plan

Table 1: ERC Waste Management Strategy Action Plan (2019-2049)

Key Target Areas		Short term goals	Medium term goals	Long term goals
<p>1. Maximise the life of landfill resources</p>	<p>1.1 Expand kerbside services</p>	<ul style="list-style-type: none"> Prepare detailed project and business plans for both recycling and FOGO waste collection services. These plans will consider the current market climate and provide a delivery timeline. 	<ul style="list-style-type: none"> Prepare and conduct tendering processes to engage waste service providers to support the introduction of the following new kerbside services to township households: <ul style="list-style-type: none"> Fortnightly 240 litre comingled recycling bin; Fortnightly Food and Garden Organics (FOGO) bin; Consider staging comingled service in year 2 and then rolling out FOGO services in year 3 subject to market conditions. Roll out fortnightly FOGO/Comingled recycling service and weekly garbage service; 	<ul style="list-style-type: none"> Review collection frequency of FOGO/co-mingled recycling and garbage service; Investigate strategies for recycling at all Council facilities and public places.



Key Target Areas	Short term goals	Medium term goals	Long term goals
<p>1.2 Expand community education and awareness</p>	<ul style="list-style-type: none"> • Undertake community and industry consultation, and produce an implementation package that addresses and supports; <ul style="list-style-type: none"> ○ Current recycling behaviours; ○ Attitudes towards recycling services; ○ Optimal messaging and service design; ○ Barriers or concerns regarding participation; ○ The potential effectiveness of available support tools; ○ Illegal dumping prevention; • Design and implement a trial run before a full roll-out so as to help Council to identify challenges and prepare the community for the full roll-out; • Developing and delivering awareness raising campaigns to increase public understanding and engagement concerning waste avoidance, service changes, relevant campaigns and feedback on achievements through the council website, social media channels and events; 	<ul style="list-style-type: none"> • Encouraging the re-use/exchange of recyclable materials and goods through existing reuse stores and online marketplaces; • Identifying partnerships to facilitate and encourage waste minimisation and recycling within the community; • Engaging with businesses on waste avoidance and implementing a business waste reduction program (e.g. Bin Trim3 , Halve Waste4); • Expanding and improving recycling at council run or supported events; • Supporting regional waste education campaigns. 	



Key Target Areas		Short term goals	Medium term goals	Long term goals
		<ul style="list-style-type: none"> Providing clear information on all of Council's waste and recycling services, such as basic pictorial information of what to put in each bin, and what day bins go out is best displayed on or around kerbside bins. Bin Signage and stickers designed to consider language and accessibility (i.e. to be understood as clearly as possible by those with different abilities of vision, knowledge of the English language, intellectual ability and with other conditions). 		
	1.3 Optimise air space at the existing Deniliquin Landfill	<ul style="list-style-type: none"> Design optimal airspace and capping for the know lined areas 		
	1.4 Investigate feasibility of new cells at the Deniliquin Landfill	<ul style="list-style-type: none"> Investigate feasibility and environmental impact of constructing cells at the existing north-eastern area of the site 	<ul style="list-style-type: none"> If feasible, design, cost and construct new lined cells at the north-east area. 	
	1.5. Develop longer term waste disposal facilities for use by Edward River Council	<ul style="list-style-type: none"> Identify and determine relative suitability of possible landfill sites. 	<ul style="list-style-type: none"> Determine a business case and concept designs for at least two of the 'most suitable' sites; compare with any other means of disposing waste 	<ul style="list-style-type: none"> If a suitable site is agreed upon, secure the site and design and construct. If other means of disposal is determined, seek to secure it..



Key Target Areas	Short term goals	Medium term goals	Long term goals
<p>2.Improve the environmental performance of waste facilities</p>	<ul style="list-style-type: none"> • Prepare closure and rehabilitation plans for rural landfills and develop alternative rural transfer stations with secure waste and recycling drop off points; • Investigate and apply for grant opportunities to fund landfill closure and development of transfer stations; • Host e-waste collection days at Blighty and Deniliquin CRC's, and either transfer stockpiles to an approved processor or partner with an approved provider of the National Television and Computer Recycling Scheme; • Identify and monitor potential hot spots for illegal dumping. 	<ul style="list-style-type: none"> • Develop transfer stations on former landfill sites that improve waste separation, and safety and amenity for the community; • Encourage full uptake of CRC services by monitoring and reviewing usage at both sites and identify opportunities to increase capture and transfer of problem wastes. 	<ul style="list-style-type: none"> • Progressively rehabilitate sites in accordance with the rehabilitation plan and EPA requirements.
<p>3.Provide cost effective waste and resource recovery services</p>	<ul style="list-style-type: none"> • Review and identify opportunities for developing a full cost recovery waste service model that uses a combination of gate fees and rates, and covers landfill operations, closure, rehabilitation and monitoring, infrastructure development and equipment purchases; • Review internal resourcing for waste service delivery and contract administration, and develop a business 	<ul style="list-style-type: none"> • Work with surrounding councils and regional waste bodies to maximise resource sharing and investigate joint tendering opportunities. 	



Key Target Areas	Short term goals	Medium term goals	Long term goals
	<p>case for any additional resources to be funded from waste charges.</p> <ul style="list-style-type: none"> Investigate availability of grant funding through government and industry bodies. 		
<p>4.Enhance Service Delivery and Performance Improvement</p>	<ul style="list-style-type: none"> Develop and review data collection systems; 	<ul style="list-style-type: none"> Review Council’s internal waste management processes that include service delivery and accountability; Implement a weighbridge and waste data system to record and report key performance indicators, inform decision making and provide feedback to the community on improvements; Work towards undertaking a landfill audit at Deniliquin landfill to obtain more detailed information on types of commercial and industrial, construction and demolition materials entering the facilities, and domestic waste bin audits including composition and bin fullness; 	<ul style="list-style-type: none"> Review externally provided services to continually improve the performance of contracts and service delivery.



Key Target Areas	Short term goals	Medium term goals	Long term goals
		<ul style="list-style-type: none"> • Develop tender documents with appropriate requirements for collection and processing; • Develop service delivery plans for operations at waste facilities, transfer stations, and kerbside collection services in consultation with stakeholders, and consistent with the objectives of this strategy; • Develop and regularly review key performance indicators to monitor against strategic waste management targets; • Work with kerbside collection contractors to obtain data on contamination rates and total materials recovered. 	



Appendix B Cost Summary to convert rural landfills to transfer stations

Operational Expenses

Although there is no available budget data to estimate annual operating costs for ERC rural landfills, as part of the 2015 Conargo Waste Strategy, Impact Environmental estimated it would cost \$38.20 per tonne for disposal. However, this cost does not include costs for site closure, rehabilitation and post-closure.

ERC disposed 642 tonnes in 2016/17 at rural landfill sites, which means ERC spent approximately \$24,524 on annual rural landfill operations.

MRA has estimated it could cost \$16,704 per year to operate transfer stations, which would result in an annual savings of \$7,820.

Capital Expenses

MRA estimates it would cost \$1,509,982 in one off capital expenses to close rural landfills and open transfer stations

NSW EPA competitive capital grants are available up to a maximum of \$200,000 per project to support closure of landfills and establishment of transfer stations. The grants will cover up to 70 per cent of the total cost with the remainder being met by council contributions.

Table 2: Summary of estimated costs to transition rural landfills to transfer stations

Indicative Landfill Closure and Remediation Costs	Estimated Cost Landfill Closure	Estimated Cost to Establish Transfer Station	Total Cost (excl GST)	Potential Grant Contribution
Blighty	\$273,788	\$170,000	\$443,788	\$310,652
Booorooban	\$29,915	\$170,000	\$199,915	\$139,941
Conargo	\$58,920	\$170,000	\$228,920	\$160,244
Pretty Pine	\$252,980	\$170,000	\$422,980	\$296,086
Wanganella	\$44,379	\$170,000	\$214,379	\$150,065
TOTAL COST	\$659,982	\$850,000	\$1,509,982	\$1,056,988

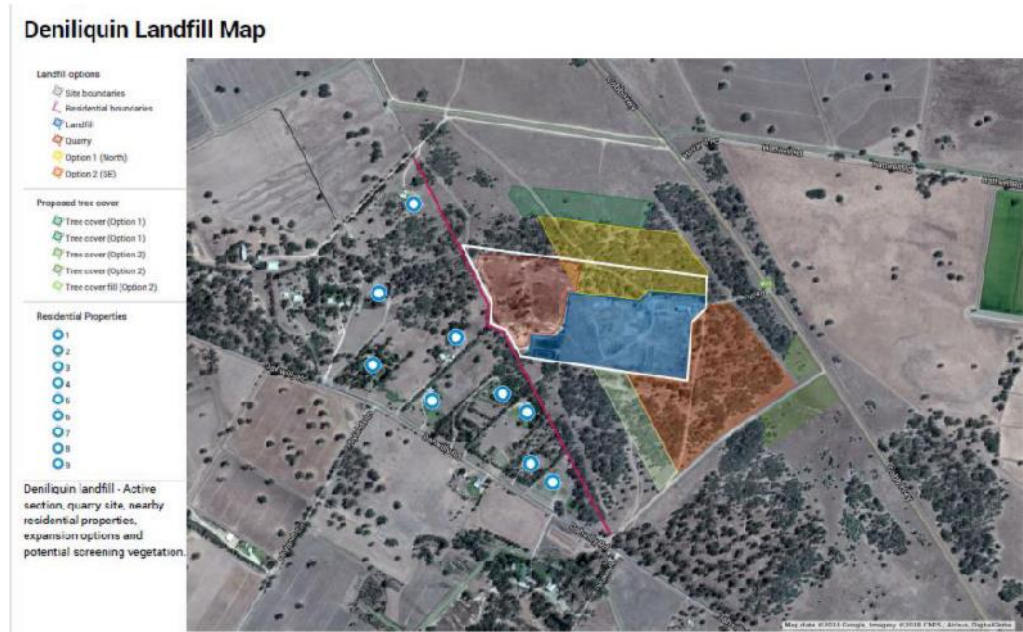
Taking this into account, ERC would have to cover \$452,994.60 of remaining cost if likely to win full grants.

The net cost is \$89.70 across all 5,050 rateable properties within ERC.

Council may choose to apply costs to the 1,338 rural households who do not currently have access to kerbside waste collection services, and would be major beneficiary of the service. It would cost \$ 338.56 as a total sum, which equates to \$33.86 per annum for each rural household over ten-years not accounting for depreciation and inflation.



Appendix C Possible Expansion of the Deniliquin Landfill



9.24 DENILIQIN TRUCK STOP PROJECT**Author: Oliver McNulty, Director Infrastructure****Authoriser: Oliver McNulty, Director Infrastructure****RECOMMENDATION**

That Council

1. Defer the project to develop a truck stop within Deniliquin pending further investigations to identify a suitable site that meets the trucking community's needs,
2. Seek approval through the Office of Local Government (OLG) to transfer the \$400,000 allocated to this project, through the Stronger Communities Fund (Round 2), to the following projects;
 - (a) \$390,000 to the development of a Civic Plaza at 180 Cressy Street, Deniliquin that will be delivered as part of the project to re-develop the Town Hall and the Estates Buildings,
 - (b) \$10,000 shall be retained in a truck stop project, to carry out further strategic work, to identify a suitable location and to determine the costings for the potential future development of a truck stop

BACKGROUND

Council has had ongoing discussions about the construction of a truck stop in Deniliquin for several years. There is an active trucking community that feel that the construction of a truck stop within Deniliquin would be beneficial to them as well as providing income to the local community.

Council has had discussions in the past about some possible sites for the development of a truck stop within Deniliquin, however each of the potential sites has had some restrictions and have been deemed not suitable for this development.

ISSUE/DISCUSSION

Through the Stronger Communities Fund (Round 2) Council was allocated \$3,371,750 towards community projects. Council considered several projects for this funding and it was decided to allocate \$400,000 towards the development of a truck stop in Deniliquin. At this time, it was considered that the most likely location for a truck stop would be a site at Saleyards Road adjacent to Councils saleyards. Through discussions with the local trucking community some concerns were raised relating to the distance and accessibility of this site from the CBD.

Council also considered options for Truck Stops within Deniliquin. Some sites that have been considered include:

- The North Deniliquin Tennis Courts
- Hardinge Street shoulder
- The South Depot

Issues discussed in relation to each of these sites are outlined below.

North Deniliquin Tennis Courts have restricted access and would have limited capacity for uncoupling trailers. There would also be issues for safe access to this site for road trains. There are toilets at this site which could be upgraded.

Hardinge Street Shoulders are not considered a viable option. They are currently signed for 1-hour parking only however this restriction can be reviewed. There is limited access and ability for truck drivers to uncouple their trailers along the shoulder of this busy road. There are no toilets and limited ability to further develop facilities.

The South Depot is no longer an option as Council have identified a preferred purchaser for this site that will bring local employment and industry in to Deniliquin.

A further site that has been considered is Calimo Street adjacent to Councils sewage Treatment Plant. Further work is required to determine if this site is an option as this land is Crown Land managed by Council. Even if this site is possible it is still roughly one kilometre from the two service stations in Hardinge Street and questionable as to its practicality for truck drivers.

Given the concerns with each of the sites identified it is recommended that Council not proceed with developing a truck stop at these locations. Investing in a site that isn't suitably located could create a scenario where the investment is wasted and the site lightly utilised.

In August Council were approached by the Office of Local Government (OLG) requesting updates on all of the projects that had been funded through the Stronger Communities Program. One of the requirements of this funding is that all the projects will have their funds allocated and committed by June 2020. A decision from Council on this project is needed in order to either select a site and progress with the construction of a truck stop or to reallocate the funding to another project to allow funding timeframes to be met.

If Council choose to not proceed with the Truck stop project then it is recommended this funding be reallocated towards the project to redevelop the Town Hall, the Estates Building and the Civic Precinct plaza (location where the portable administration building is currently located) at 180 Cressy Street, Deniliquin. This area would create a green open space plaza centrally located in Deniliquin that would support the Town Hall, Estates Building and Council Offices. It is proposed that the majority of this funding be reallocated, subject to approval from OLG, towards the civic plaza, \$390,000.

\$10,000 would then be retained to identify further opportunities for the development of a truck stop. This strategic work will assist Council in applying for future funding opportunities to complete this work.

STRATEGIC IMPLICATIONS

Council recognise the benefit of the future development of a Truck Stop in Deniliquin. There is a considerable amount of work required in the identification of a suitable site, completing designs, getting permits and planning any proposed works. By investing in the planning phase now this will enable Council to apply for future funding opportunities in the future.

COMMUNITY STRATEGIC PLAN

Outcome 1- A great place to live

FINANCIAL IMPLICATIONS

The reallocation of the funds from the truck stop to the development of a civic plaza will enable Council to meet the funding requirements set out within the Stronger Communities Fund (Round 2)

LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

Nil

9.25 DRAFT POLICY - MEMORIALS IN PUBLIC SPACE**Author: Oliver McNulty, Director Infrastructure****Authoriser: Oliver McNulty, Director Infrastructure****RECOMMENDATION**

That Council:

1. Place the draft Memorials in Public Places Policy on public exhibition for a period of 28 days
2. Adopt the draft Memorials in Public Spaces Policy subject to no submissions being received
3. Note that a central location for memorials will be constructed as part of the re-development of a Civic Plaza at 180 Cressy Street Deniliquin
4. Inform the family and friends of the late Bill Mulham that Council will place a memorial to Bill in the Civic Plaza once it is completed.

BACKGROUND

At its Ordinary Meeting held 16 December 2016, Council resolved to adopt the current Memorials in Public Places Policy [151/16] (Policy).

In February 2019 Council received a report in relation to an application for a memorial for Bill Mulham. At this meeting Council resolved to;

1. *Defer this report.*
2. *Request officers undertake further work on options for an Edward River Council Memorial in Public Place policy and bring this to the April Council Workshop for discussion.*

The current policy allows for an application for a nominee to be memorialised and a memorial plaque to be in an area or on existing infrastructure agreed upon by the nominator and Council. The policy also allows for additional or new infrastructure such as seats, to be approved by Council and installed at the cost of the nominator. Traditionally this has allowed for bench seating, garden features, small gardens and tree plaques to be installed throughout Edward River parks, public open space and Island Sanctuary. Although the current policy states that Council will not be involved with any material increase in maintenance and responsibilities, Council has inherited installation and continued maintenance for these memorials.

ISSUE/DISCUSSION

The current policy allows for memorials to be located on Council infrastructure in multiple locations. Through the review of the current policy, the draft policy endeavours to consolidate memorials into a single location with a dedicated memorial area. This will be located at the re-developed Civic Plaza at 180 Cressy Street, Deniliquin.

The amended Policy clarifies the assessment criteria that are considered when the community apply for memorials in public places.

All requests under this policy will be reported to Council for consideration. The current assessment process in the draft Policy would have Council staff assess applications and bring a report to Council.

In rural areas it is considered that applications be addressed on a case by case basis and officers would encourage plaques to be positioned on existing infrastructure. The same assessment criteria would apply.

Changes to the proposed new Policy

Naming roads after former mayors:

The existing Policy discusses that Councils' Road Naming Policy identifies that former Mayors may have roads named after them. Whilst this is not considered in any detail within the current policy it is felt that this is not relevant and has been removed from the modified draft Policy.

There are state guidelines for the naming of infrastructure and officers will review the current road naming policy and bring this to Council separately for consideration.

Local or National Memorials:

The current Policy breaks out reference to Local or National Memorials. After a review it was felt that there is little difference in the criteria for each. This has been simplified within the new Draft Policy.

Request for recognition of the late Mr Bill Mulham:

Officers have completed a review of the submission for a memorial to recognise the contribution that Mr Bill Mulham has made on behalf of the Edward River Community. Officers acknowledge the contribution of the work that Bill carried out on behalf of the community and recommend to Council the provision of a memorial on his behalf.

Council will provide a memorial to recognise Bills contribution as part of the re-development of the memorial area in the re-developed Civic Plaza in Deniliquin.

STRATEGIC IMPLICATIONS

The revised Policy sets the strategic direction of how Council will consider applications for memorials in Public Places.

COMMUNITY STRATEGIC PLAN

Outcome 1 – A great place to live

FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

ATTACHMENTS

1. **Memorials in Public Space Policy - 2016**
2. **Memorials in Public Space - Draft Policy 2019**

EDWARD RIVER COUNCIL

MEMORIALS IN PUBLIC PLACES

POLICY NO:

RESPONSIBLE OFFICER: Director Corporate Services

DATE ADOPTED: 15 December 2016

OBJECTIVE:

The objective of this policy is

- To establish the principles used in determining community requests for the installation of plaques and memorials recognising the community contribution by residents of Edward River Council
- To ensure that there is a clear and consistent method for assessing community requests for plaques and memorials in open space.
- To ensure that the installation and ongoing management of new and existing plaques and memorials in open space is undertaken in an agreed manner
- To assist community members when considering a request for a memorial or plaque on land owned or controlled by council.

POLICY:

Council recognises the contribution that certain individuals have made to the Edward River community and as an acknowledgement have established the following principles for determining applications for memorialisation of those individuals in Council open spaces.

PRINCIPLES

National or International

Memorialisation of an individual may be allowed, and will only be considered upon request from an individual and where possible with approval from the family of the individual where the request meets the following criteria:

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- The deceased individual was a member of the community and has made a substantial contribution to the community and the contribution was extra-ordinary and beyond what might reasonably be expected through paid employment or voluntary contribution, **and** that contribution stands out from others who may have also made a valuable contribution.
- The contribution has been recognised by the Australian Honours system
- The individual has either nationally or internationally reached the pinnacle of their field of endeavour e.g. their chosen sport, the arts etc.

Council will consider a nomination that recognises not only the quantity of service, but the quality of service including individual acts of compassion, bravery, generosity, ingenuity, creativity etc.

Local

Memorialisation of an individual may be allowed, and will only be considered upon request from an individual and where possible with approval from the family of the individual where the request meets the following criteria:

- The deceased individual was a member of the community and has made a substantial contribution to the community which stands out from others who may have also made a valuable contribution.
- The contribution has been recognised by the local Australia Day awards system
- The individual has reached the pinnacle in their local field of endeavour e.g. their chosen sport, the arts etc.

Council will consider a nomination that recognises not only the quantity of service, but the quality of service including individual acts of compassion, bravery, generosity, ingenuity, creativity in a local context.

MEMORIALS

National or International

Council shall supply a plaque with a maximum dimension of 300mm x 200mm with up to ten lines of text recognising the achievement of the person memorialised. The plaque shall be located in an area or on existing infrastructure agreed upon by the nominator and Council.

If a location or infrastructure does not satisfy the nominator, additional infrastructure, as approved by Council, shall be installed at the cost of the nominator.

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This may involve the installation of a landscaping feature such as a seat, a small garden, garden feature (e.g. a row of roses) or tree. It is a condition that any such installation does not involve Council staff with any material increase in maintenance responsibilities.

Local

If a person is classified in a local category, Council shall, at the request of the nominator, install a plaque on existing infrastructure within public open spaces. If a location of infrastructure does not satisfy the nominator, additional infrastructure shall be installed at the cost of the nominator. The wording and location of the plaque is to be agreed upon in conjunction with the nominator and will be a maximum dimension of 200mm x 180mm with up to eight lines of text.

Timing of Memorial

Generally a request commemorating a deceased individual for Community Service will only be considered where the individual has been deceased for at least one year. For those who have achieved the pinnacle of their field of endeavour a request commemorating their achievements will be considered during their lifetime.

Only one memorial per individual will be permitted.

Other Memorials

Memorials may also be considered in the following circumstances:

- Where a group or association have made a substantial and outstanding contribution to the Edward River community
- As a result of a significant historical or other event that has a link with the community, or is of a national or state significance.

Any requests that do not meet these principles will not be considered.

Memorials have a finite life and Council cannot guarantee that a memorial will remain at the designated site for more than fifteen years. Council reserves the right to remove a memorial at its discretion and will attempt to provide notification to the family of the memorialised person at least thirty days prior to removal.

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DEFINITIONS

Plaque - For the purpose of this policy, "plaque" refers to a flat tablet of metal, which includes text and and/or images which commemorates a person and provides historical text or relevant information. Such a tablet is affixed to an object, building or hard ground surface located within public open space.

Memorial - For the purpose of this policy 'memorial' refers to an object established in the memory of a person, group, association or event. This may include sculptures, statues, fountains and other landscape objects and may include a plaque.

Open Space - For the purpose of this policy 'public open space' refers to all Council owned or managed land that is primarily reserved for leisure, recreation or nature conservation purposes. This includes: - Council owned public open space including bushland reserves and sports fields - Public open space managed by Council but owned by another body - The exterior or interior of Council buildings within public open space - Park furniture within public open space (such as park benches, picnic tables etc)

Former Mayors

Council's road naming policy seeks to recognise former Mayors, which serves as an acknowledgement of that role within Council. For that reason, it is not intended to duplicate that recognition within the principles of this policy.

All applications require:

- A completed Memorial Application form;
- Evidence that demonstrates how the application fulfils the criteria identified in this policy including, for example:
 - Details of the community involvement of the nominee
 - letters of support and/or documentation relating to the significance of the nominee;
 - a letter of permission of relevant family if the request is from a person or organisation other than a family member; and/or
 - character references for the person to be commemorated.
- Identification of the preferred memorial and possible site by diagram photo or map

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Assessing an Application

How does the assessment process work?

Requests are assessed against the Principles established in this Policy.

Two criteria are essential for any approval:

1. That the individual, group or event is demonstrated to be significant to the location/community; and
2. The design and placement of the memorial is appropriate and does not pose a safety risk.

All other criteria support these primary criteria.

Notes:

1. All applications will be considered on the principles detailed on pages 1 and 2.
2. Parks and public spaces that can be observed to already contain a high number of memorial plaques, features and furniture are currently a low priority for further memorial items unless the subject for commemoration is of particular significance.
3. No more than one plaque will be attached to each furniture item.
4. The location of a table, seat or memorial item shall not impact on park maintenance operations.
5. Council has developed a standardised model for plaques on memorials.
6. All memorial applications are subject to availability of funds and are accepted on the basis that long term maintenance is at the discretion of Council. It is essential; when considering the memorialisation of an individual, the applicant and family take into account the longevity of the proposed memorial and likely maintenance costs.

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Application for Memorial

Name _____ of

address _____

Telephone _____ Email _____

hereby submit an Application for the Erection of a Memorial in memory of the late

_____ of _____.

Proposed location _____

please set out below or on attached sheet a diagram or photo of the intended location.

Please indicate whether this nomination is for a class 1 or class 2 recognition.

Class 1 Class 2

(Please address the principles outlined on pages 1 and 2 of this policy)

Reasons supporting the memorialisation of the nominee (if more spaces is required, please attach additional information in support of your application)

Please obtain letters of support from the organisations or community sectors on which the nominee has served in support of the nomination.

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Additional Information – This page is deliberately left blank for additional information to support your application.

Date	Revision No	Minute No
	0	



POLICY OBJECTIVE

The objective of this policy is to:

- Establish the principles used in determining community requests for the installation of plaques recognising the community contribution by residents of Edward River Council
- Establish criterion against which to assess and respond to requests for memorials within the council area

SCOPE

Council recognises the contribution that certain individuals have made to the Edward River community. This Policy assists Council in acknowledging this contribution by establishing criterion for determining an application for memorialisation of those individuals in the Council Memorial Area located in Council's Civic Place, 180 Cressy Street, Deniliquin.

CRITERION

A request for a memorialisation will be considered if the person nominated (the nominee);

- Has been deceased for a period of at least 2 years; and

The nominator can demonstrate that the nominee;

- Was widely known and respected within the local community,
- Had made a substantial contribution to the community which stands out from others who may have also made a valuable contribution,
- Had a recognised historical link to the locality or is acknowledged as having made a significant contribution to the social, economic, sporting and/or cultural development of the community,
- The contribution has been recognised by the local Australia Day awards system or, for national or international persons, by the Australian Honours system.

Council will not approve requests to memorialise a living person.

MEMORIAL PLAQUES

Council will approve a plaque with a maximum dimension of 300mm x 200mm with up to ten lines of text recognising the achievement of the person memorialised. The plaque shall be located within the Council Memorial Area, at 180 Cressy Street, Deniliquin. The cost for supply and installation of the plaque will be at the customers cost and charged as per Councils Fees and Charges.

Placement of memorialised plaques in rural areas will be addressed on receipt of application.

Plaques in rural areas will be approved on the same criterion. Plaques will have the same requirements and be positioned on existing infrastructure in Council managed reserves.

APPLICATION

Applications are to be on Councils Application for Memorial Plaque form and must be accompanied by:

- Details of the community involvement of the nominee
- Letters of support and/or documentation relating to the significant of the nominee



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Policy
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Infrastructure
Director Infrastructure

- A letter of permission of relevant family if the request is from a person or organisation other than a family member; and /or
- Character references for the person to be commemorated

ASSESSMENT

Applications are assessed against the criterion established in this Policy

The essential criteria for assessment is:

- That the individual, group or event is demonstrated to be significant to the location/community

All other criteria support this primary criterion.

Notes:

1. All applications will be considered on the criterion detailed on page 1.
2. No more than one plaque per person to be memorialised
3. Council has developed a standardised model for plaques

An initial assessment will be completed by Council officers in line with the documented criterion. Should the assessment meet the criterion a report will be presented to Council for approval.

LEGISLATIVE REQUIREMENTS

Nil

ASSOCIATED POLICIES AND PROCEDURES

Assessment Criteria
Plaque style template

DEFINITIONS

Plaque – For the purpose of this policy, 'plaque' refers to a flat tablet of metal which includes text and/or images which commemorates a person and provides historical text or relevant information. Such a tablet is affixed to a hard surface located within the Council Civic Place.

Council Memorial Area – For the purpose of this policy 'Council memorial Area' refers to Council land at 180 Cressy Street, Deniliquin, which has been set aside especially for memorialisation's.

POLICY VERSION CONTROL

Title	Memorials in Public Space			
ECM Doc Set ID				
Date Adopted				
Council Minute No.				
Responsible Officer	Oliver McNulty			
Version Number	Modified By	Modifications Made	Date modified and Approved by Council	Council Minute Number

10 NOTICES OF MOTIONS

Nil

11 QUESTIONS WITH NOTICE

Nil

12 CONFIDENTIAL MATTERS

Nil

13 CLOSE OF MEETING