



Agenda and Business Paper

Ordinary Meeting of Council

To be held on
Monday 12 April 2021
at 6.00pm

Civic Centre cnr Baylis and Morrow Streets,
Wagga Wagga NSW 2650 (PO Box 20)
P 1300 292 442
P council@wagga.nsw.gov.au

wagga.nsw.gov.au

NOTICE OF MEETING

In pursuance of the provisions of the Local Government Act, 1993 and the Regulations there under, notice is hereby given that an Ordinary Meeting of the Council of the City of Wagga Wagga will be held in the Council Chamber, Civic Centre, Corner Baylis and Morrow Streets, Wagga Wagga, on Monday 12 April 2021 at 6.00pm.

Council live streams video and audio of Council meetings. Members of the public are advised that their voice and/or image may form part of the webcast.



Mr Peter Thompson
General Manager

WAGGA WAGGA CITY COUNCILLORS



**Mayor
Councillor Greg
Conkey OAM**



**Deputy Mayor
Councillor Dallas
Tout**



**Councillor Yvonne
Braid**



**Councillor Paul
Funnell**



**Councillor Dan
Hayes**



**Councillor Vanessa
Keenan**



**Councillor Rod
Kendall**



**Councillor Tim
Koschel**

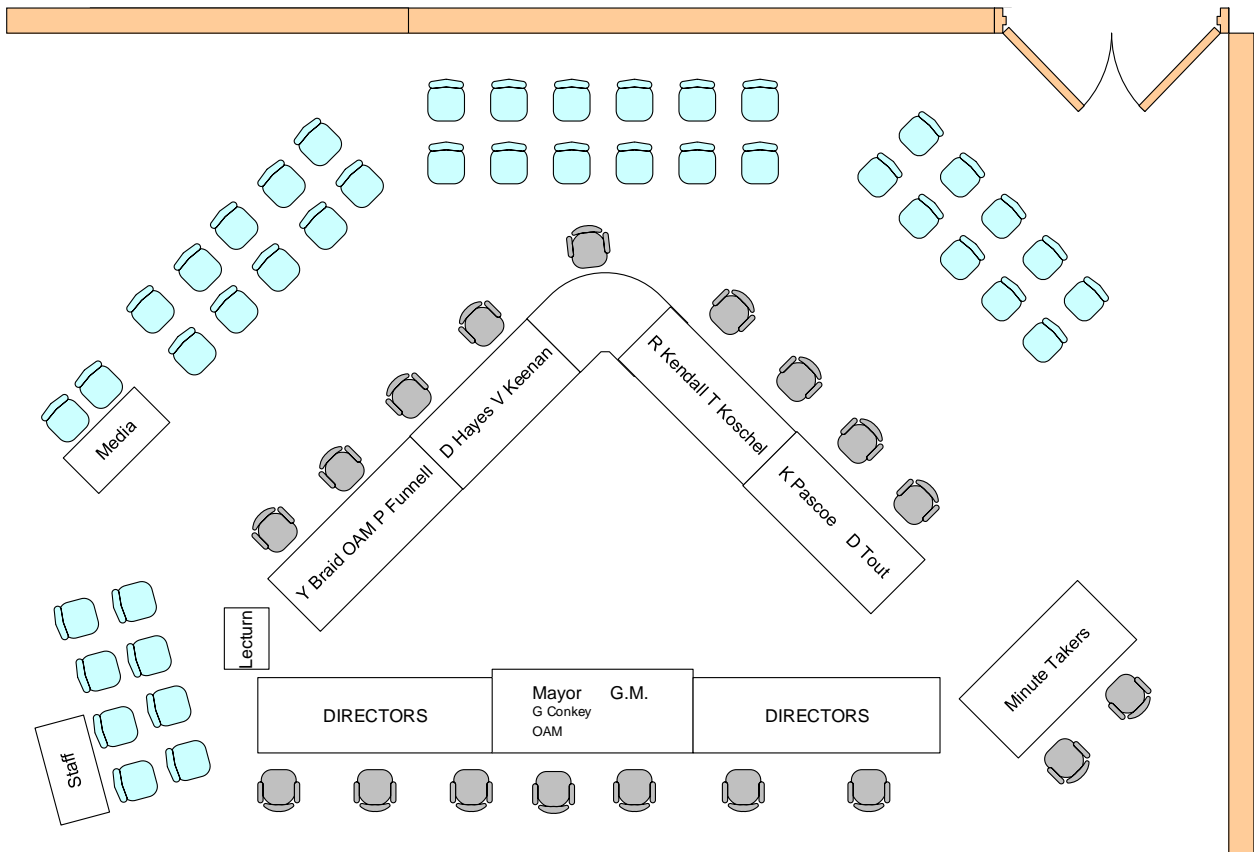


**Councillor Kerry
Pascoe**

QUORUM

The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office for the time being who are eligible to vote at the meeting.

COUNCIL MEETING ROOM



ORDINARY MEETING OF COUNCIL AGENDA AND BUSINESS PAPER

MONDAY 12 APRIL 2021

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PRAYER

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 22 MARCH 2021

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 22 March 2021 be confirmed as a true and accurate record.

Attachments

1   Minutes of the Ordinary Council Meeting - 22 March 2021 180

DECLARATIONS OF INTEREST

COUNCILLOR REPORT

CR-1 LOCAL GOVERNMENT NSW CONFERENCE - OUTCOMES - WAGGA WAGGA CITY COUNCIL MOTIONS

Author: Councillor Dan Hayes

Recommendation

That Council receive and note the report outlining the outcomes of Wagga Wagga City Council's Motions to the 2020 Local Government NSW (LGNSW) Conference.

Report

The 2020 LGNSW conference was held on 23 November 2020 (one day only) via zoom due to COVID-19 restrictions.

Due to the limited timeframe and the greater length of time to manage motions, unlike previous conferences approximately half of the motions could be debated during the conference with the remainder being debated at a later date by the LGNSW Board.

Below are the results of the motions put forward by Wagga Wagga City Council.

Results of motions put up by Wagga Wagga City Council

1. Wagga Wagga City Council Arts and entertainment sector support

That Local Government NSW advocates to State and Federal Governments to support the arts and entertainment sector throughout NSW, especially in regional areas due to COVID-19.

Decision: Combined with similar motions - Carried.

2. Wagga Wagga City Council Accessible athletics fields

That Local Government NSW advocates to State and Federal Governments to improve athletics facilities to increase accessibility and involvement for participants with a disability.

Decision: Carried - Board only.

3. Wagga Wagga City Council Code of Conducts complaints

That Local Government NSW advocates to the Minister for Local Government and the Office of Local Government to conduct a review into the operation of investigation of Code of Conduct complaints including allocation of more resources from the NSW Government to address code of conduct complaints.

Decision: Carried - Board only.

4. Wagga Wagga City Council Remote Council and Committee meetings

That Local Government NSW advocates for continuing to allow Councillors and staff to attend and participate in Council and Committee meetings by audio video links where it is reasonably practicable to do so and that the Office of Local Government NSW issue corresponding detailed practical guidance on managing remote meetings, which take into account the use of mobile technology.

Decision: Combined with similar motions - Carried - Board only.

5. Wagga Wagga City Council External audit costs

That Local Government NSW and member councils advocate to the NSW Government to help reduce the cost of being audited.

Decision: Not debated - considered existing policy of LGNSW.

6. Wagga Wagga City Council Standards for solar farm glare

That Local Government NSW advocates for guidelines in relation to the impact of glare from solar farms on nearby residents.

Decision: Not debated - considered existing policy of LGNSW.

7. Wagga Wagga City Council Airport security upgrade costs

That Local Government NSW advocates to State and Federal Governments for support in the cost of airport security screening for regional airports.

Decision: Not debated - considered existing policy of LGNSW

8. Wagga Wagga City Council Adult lay down change facilities

That Local Government NSW continues to advocate for adult lay down change facilities to be installed on NSW highways.

Decision: Not debated - considered existing policy of LGNSW.

Financial Implications

N/A

Policy and Legislation

Code of Meeting Practice

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We have leaders that represent us

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

REPORTS FROM STAFF

RP-1 DA20/0673 - 24M X 8M SHED, 2 X 10,000 LITRE WATER TANKS AND AMENDMENT TO THE BUILDING ENVELOPE AT 6 CAMPASPE CLOSE, SPRINGVALE

Author: Paul O'Brien
General Manager: Peter Thompson

Summary: The report is for a development application and is presented to Council for determination. The application has been referred to Council under Section 1.11 of the Wagga Wagga Development Control Plan 2010 (DCP) as the application includes variations to controls and to which submissions have been received.

It is proposed to vary the maximum cumulative area of all outbuildings by more than 10% to allow for 411.8m² of cumulative area and the maximum height of outbuildings from the required 4.8 metres to 5 metres.

The details of the submissions and justification for the required variations are contained within the attached Section 4.15 Assessment Report.

Recommendation

That Council approve DA20/0673 for 24m x 8m shed, 2 x 10,000 litre water tanks and amendment to the building envelope at 6 Campaspe Close, Springvale NSW 2650 subject to the conditions outlined in the Section 4.15 Assessment Report.

Development Application Details

| | |
|--------------------------------|--|
| Applicant | Daniel R Draper |
| Owner | Daniel R Draper |
| Development Cost | \$35,000 |
| Development Description | 24m x 8m shed, 2 x 10,000 litre water tanks and amendment to the building envelope |

Report

Key Issues

Variation to DCP Clauses 9.4.4 C4 - C4 requires that the total cumulative area of all outbuildings on any on any one property shall not exceed 8% of the site area or a maximum area of 300m², whichever is the lesser. The proposed development will result in 411.8m² of cumulative area. Also 9.4.4 C6 which requires that the height of an outbuilding or the alterations and additions to an existing outbuilding on a lot must not be more than 4.8m above ground level. The proposed shed is 5 metres above ground level.

In addition, the proposed shed is located outside of the prescribed building envelope. The envelope has been previously amended by DA20/0126 to allow for the existing outbuildings to be contained within the building envelope. This proposal includes an additional building envelope to be imposed via a condition consent to contain the proposed shed and water tanks.

Site Location

The subject site is legally described as Lot 6 DP1037020 and is located at 6 Campaspe Close, Springvale. The site is located on the eastern side of Campaspe Close approximately 75 metres from the intersection of Campaspe Close and Lloyd Road and comprises of 8563m² in area.



Assessment

The proposed development seeks consent for a 24m x 8m shed within the eastern portion of the site. The development includes a bathroom, two 10,000 litre water tanks and an additional building envelopment to encompass the shed and the water tanks. The additional building envelopment will be secured via a condition of consent.

The proposed development seeks to vary C4 and C6 within Section 9.4.4 of the DCP. Written justification was received by the application which stated that the shed is “the shed is specifically proposed to be placed to the back right side of the property with the front of the shed to have a west facing aspect. Due to the slope and drainage run off to the north/east of the block, positioning the shed as shown in the site plan allows for ease of water run off on the property”. Whilst the justification is not relevant to the

controls being varied the shed is sited as to avoid underutilised spaces within the rear yard and given the size of the site, the shed will not result in the site being overdeveloped. The shed will be effectively screened by the existing hedge and there are no constraints on the site that would preclude development in the location of the proposed shed. The variation in height is considered negligible given the size of the site, separation from boundaries and the established vegetation in the rear of the site.

Three submissions were received during the notification period. The submissions have been addressed in detail in the attached s 4.15 report.

The proposed shed is considered reasonable given the character of the locality, the size of the subject site and separation from the adjoining properties.

Reasons for Approval

1. The proposed development is consistent with the provisions of the Wagga Wagga Local Environmental Plan 2010;
2. The applicable objectives of Sections 2 and 9 of the DCP are satisfied by the proposed development;
3. The proposed variations to the cumulative area of outbuildings and the maximum height of an outbuilding pursuant to Clause 9.4.4 of the DCP has been justified;
4. For the abovementioned reasons it is considered to be in the public interest to approve this development application.

Financial Implications

N/A

Policy

Wagga Wagga Local Environmental Plan 2010
Wagga Wagga Development Control Plan 2010

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council

Refusal of the application may result in an appeal process in the Land and Environment Court which will have to be defended by Council. The reasons for refusal will have to be justified and withstand scrutiny and cross examination in Court.





Approval of the application is not considered to raise risk management issues for Council as the proposed development is generally consistent with LEP and DCP controls and the proposed variation has been fully assessed and justified.

Internal / External Consultation

Full details of the consultation that was carried out as part of the development application assessment is contained in the attached s4.15 Report.

| | Mail | | | Media | | | | Community Engagement | | | | | | Digital | | | |
|--------------------|----------------------|-------------------------------------|----------------|--------------------|---------------------|----------------|----------------------|----------------------|------------------|--------------------|-----------------------|------------------|----------------------------|--------------|-------------------|---------|---------------------|
| | Rates notices insert | Direct mail | Letterbox drop | Council news story | Council News advert | Media releases | TV/radio advertising | One-on-one meetings | Your Say website | Community meetings | Stakeholder workshops | Drop-in sessions | Surveys and feedback forms | Social media | Email newsletters | Website | Digital advertising |
| TIER | | | | | | | | | | | | | | | | | |
| Consult | | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | | |
| Involve | | | | | | | | | | | | | | | | | |
| Collaborate | | | | | | | | | | | | | | | | | |

Attachments

1. DA20/0673 - Plans - Provided under separate cover

2. DA20/0673 - 4.15 Report - Provided under separate cover

3. DA20/0673 - Justification and photos (email from applicant) - Provided under separate cover

4. DA20/0673 - Submissions (redacted) - Provided under separate cover


RP-2 WAGGA WAGGA INTEGRATED TRANSPORT STRATEGY AND IMPLEMENTATION PLAN 2040 - PROGRESS UPDATE

Author: Crystal Atkinson
Director: Michael Keys

Summary: To provide Council with a progress report in relation to the implementation of the Wagga Wagga Integrated Transport Strategy and Implementation Plan 2040.

Recommendation

That Council receive and note the Wagga Wagga Integrated Transport Strategy and Implementation Plan 2040 progress report.

Report

Council adopted the Wagga Wagga Integrated Transport Strategy and Implementation Plan 2040 (WWITS) on 28 August 2017. The development of WWITS was a significant journey for the community and Council with a substantial amount of community engagement throughout the process.

At the 13 May 2019 meeting of Council, an update was reported to Council to present the progress on implementation of the plan. Attached is an updated progress report representing where Council is at in relation to achieving items within the implementation plan.

The implementation plan identifies a timeframe for when each action item will commence being implemented as per the following:

- Short Term – 0 – 5 Years
- Medium Term – 6 – 15 Years
- Long Term – 16 – 30 Years
- Ongoing

The Strategy is a blueprint for transport in Wagga Wagga that reflects the needs and expectations of the community, leaving a legacy for future planning and projects with the goal of creating an active, safe, healthy and vibrant city that enhances Wagga Wagga's position as a leading regional city.

Whilst the study indicates a review will occur every five (5) years, continual monitoring and reporting of progress will occur and the latest report is attached identifying progress to date on each of the action items within the plan.

The plan includes 126 action items with 40 of these actions identified as ongoing, while 19 items were identified as Short Term (Year 1). Staff are working on key projects that have resulted in a number of the Short-Term actions being substantially commenced or completed.

The plan identifies how we will measure success of the plan. These measures are identified in the table below with a summary of progress noting that each project and its progress has been included in Attachment 1.

| Integrated Landuse (ILU) | | |
|--|---|---|
| Objective | Measure | Update |
| A regional city that obtains investment for all sectors. | Amount of federal government and private investment captured over the next ten years as a result of transport measures. | A number of upgrades have been completed or have received funding, including: <ul style="list-style-type: none"> - Dunns Road - Marshalls Creek Bridge - Eunony Bridge - Farrer Road. Further opportunities to be explored with release and adoption of TNSW Wagga Wagga Place Plan. |
| Landuse planning to support improved transport outcomes for the Local Government Area. | Physical change within core of city and key corridors due to intensification and landuse zoning over five-year period. | <p>Master planning for the Health and Knowledge Precinct and changes to the Wagga Wagga Local Environmental Plan height and floor space ratio provisions will contribute to intensification.</p> <p>SAP Masterplan is nearing completion and new framework plus infrastructure will support future business and industry in Bomen. The direct linkage between landuse planning and infrastructure will support better outcomes and ensure the City can attract new plus expanding business and industry.</p> <p>Northern Growth Structure Plan has commenced and will completed this year having consideration to traffic and growth.</p> |
| Provide alternate modes of transport opportunities. | Review uptake of alternate modes of transit over ten-year period. | <p>The active travel plan has been designed and is currently being constructed, this will contribute to take up of alternative modes of transport.</p> <p>RiFL will encourage freight transfer from road to rail long term viability and efficiency of regional centres.</p> <p>Uber is currently operating within the city.</p> |

| Parking (PK) | | |
|---|--|--|
| Objective | Measure | Update |
| An improved parking hierarchy that supports activity within the core of the city. | Update planning controls within CBD and frame within a two-year period. | Council has prepared a CBD Master Plan brief to commence the project. This will consider parking and traffic movement to and within the CBD to support further growth and increased activity. |
| Rationalise parking in CBD. | Review rationalisation of car parking over ten-year period. | Improvements to accessibility parking have been completed. |
| Freight Transport and Logistics (FT) | | |
| Objective | Measure | Update |
| Preserve a heavy vehicle bypass south of the Sturt Highway. | Implement southern corridor within Council strategies. | The Wagga Wagga Local Strategic Planning Statement – Wagga Wagga 2040 (LSPS) adopted by Council in February 2021 has identified a nominal southern bypass corridor. |
| Prioritise Bomen as a major intermodal destination. | Work with private sector, NSW Government and Federal Government in relation to delivery of inter-modal hub connected to inland rail over next 1-5 years. | Stage 1 of the Riverina intermodal Freight Logistics (RiFL) hub is under construction. Council is currently working with the Regional Development Growth Corporation on suitable investment and development of the Wagga Wagga SAP. Further grant submissions under Federal Government Inland Rail Productivity improvements program are being sought to expand the RiFL facility. |
| Road Network (RN) | | |
| Objective | Measure | Update |
| Implement a road hierarchy that is connected and supports traffic movement. | Implement road hierarchy within next 1-4 years. | Submissions have been made to an independent Panel as part of the NSW Road Classification Review and Regional Road Transfer to reclassify roads in accordance with the adopted road hierarchy. |
| Ensure efficient State roads and minimise local road impacts. | Influence Sturt Highway and Olympic Highway Corridor Strategy to ensure local roads are improved over the next 2-5 years. | Working with Transport for NSW on the Wagga Wagga Place Plan, having regard to highway corridors and major traffic and transport routes. |

| | | Recent announcements confirming improvements to Marshalls Creek bridge plus further works on Sturt Highway to support Hospital works. |
|---|---|---|
| Active Travel (AT) | | |
| Objective | Measure | Update |
| Identify a connected and accessible network of cycling facilities. | Implement active travel routes over the next 2-10 years. | The active travel network (ATP) has been designed and is currently being constructed. |
| Support increased provision of end of trip facilities. | Review the amount of end of trip facilities available in key employment areas over the next five years. | End of trip facilities are currently being constructed at Bolton Park and Visitor Information Centre as part of Active Travel Plan (ATP). |
| Prioritise people and pedestrian movement within the core and city frame. | Implement change to street diet and measure time for change to occur on ground over the next 2-4 years. | The active travel network has been designed and is currently being constructed. |
| Public Transport (PT) | | |
| Objective | Measure | Update |
| Rationalise bus routes. | Work with TfNSW to implement strategic bus corridors within next 2-5 years. | New public transport corridors/routes to support key activity centres, employees and increase connectivity across the City have been implemented (2020). |
| Regional Airport Master Plan. | Implement Regional Master Plan. | Council is undertaking a review of the Airport Master Plan and this will be dependent on ongoing consideration of airport lease arrangements. |
| High speed rail connected to Wagga Wagga. | Work with private sector, NSW Government and Federal Government in relation to delivery of high-speed rail to Sydney over next ten years. | High speed rail connection to Sydney is not a priority action for the State Government. Council continues to promote future opportunities and support for improved rail services to Wagga Wagga. NSW Government focus is on faster rail services to regional areas. |
| Transport interchange. | Work with private sector to deliver heavy vehicle transport interchange over next five years. | Working with TfNSW to review and consider options in Place Plan and also having regards to the Wagga SAP for long term interchange options. |

| | | |
|---|---|--|
| Provide opportunities for public transport at events. | Ensure large events are serviced by public transport within next 1-2 years. | <p>Working with TfNSW to continue pursuing on-demand services that will provide opportunities for public transport at events.</p> <p>Event transport has been provided at events such as the Raiders NRL game, Fusion and 2019 NSW Junior State Cup.</p> <p>Where practical, events have been moved to more accessible spaces such as Botanic Gardens and active travel is encouraged.</p> |
|---|---|--|

The attached list and detailed commentary on Action items from the WWITS provides Council with an update on current and planned activities. It is recommended that Council note the information provided.

Financial Implications

The implementation of adopted plans and strategies often requires funding to be available. The action items within WWITS are either fully funded, partially funded or unfunded. With any budget restrictions, funding availability can impact the timing of the implementation of adopted plans.

Policy and Legislation

Wagga Wagga Community Strategic Plan 2040

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development



Risk Management Issues for Council

With extensive consultation occurring to develop WWITS, the community has expectations on the implementation and delivery of the plan. Lack of delivery of the action items identified within the plan can put Council under public scrutiny.

Internal / External Consultation

Ongoing internal and external consultation occurs on the implementation of action items identified with the plan.

Attachments

- 1  Wagga Wagga Integrated Transport Strategy and Implementation Plan 2040
 - Progress Update

| Key | Project | Timing | Resource | Responsibility | Progress | |
|--|---|----------------------|---------------|--|---|---|
| | | | | | 2019 | 2021 |
| ILU: Integrated Land Use | | | | | | |
| ILU1: Regional planning for economic development | | | | | | |
| ILU1.1 | Prioritise the role of freight and logistics hubs. | Ongoing | City Strategy | Council DPE | | Progressing as part of the Bomen Special Activation Precinct Master Plan. The SAP Master Plan is anticipated to be adopted in the coming weeks with the delivery plan exhibited in the next few months. |
| ILU1.2 | Preserve freight transit corridors. | Ongoing | City Strategy | Council DPE | Council is preparing a report to submit to TfNSW requesting that they consider preserving freight corridors. | The adoption of the Wagga Wagga Local Strategic Planning Statement - Wagga Wagga 2040 has provided an option for a bypass to the south of the city with residential sprawl being discouraged to further protect this corridor. Council has worked closely with TNSW in the development of the Wagga Wagga Place Plan to reinforce and identify key transit corridors. |
| ILU1.3 | Grow the social and economic links between regional cities, smaller towns and villages to make access to new markets easier and to drive sustainable economic growth. | Ongoing | City Strategy | Council DPE Adjoining LGAs REROC / JOC | Council is continuing to discuss with TfNSW an opportunity to develop a train link between Albury /Wagga. | A workshop with TfNSW is scheduled for 19 April 2021 to discuss the WW Place Plan in anticipation for it's exhibition. The details of the plan will provide further details relevant to this action. |
| ILU1.4 | Become a smart city by integrating technology with public transport, roads and related infrastructure and parking. | Medium Term (Year 6) | City Strategy | Council Adjoining LGAs | Council is working with TfNSW to discuss long term options of capitalising on available technology options to improve public transport. | A workshop with TfNSW is scheduled for 19 April 2021 to discuss the WW Place Plan in anticipation for it's exhibition. The details of the plan will provide further details relevant to this action. |
| ILU1.5 | Develop policies that stimulate the private sector, in collaboration with the city, to make the necessary investment. | Ongoing | City Strategy | Council Business Chamber C4W WIB HIA | This requires collaboration to develop policies. | Council is working in collaboration with key industry and business stakeholders to provide support and stimulus to the local economy. A new initiative to develop a Regional Economic Development Strategy has commenced and will be developed in consultation with key stakeholders. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|--------------------------|---|---------|--|---|---|---|
| | | | | | 2019 | 2021 |
| ILU2: Strategic planning | | | | | | |
| ILU2.1 | Encourage residential development based upon activity and transport corridors. | Ongoing | City Strategy | Council DPE TfNSW Industry | Council is to prepare Structure Plans that plan for intensification of residential development along key transport corridors. | The adoption of the Wagga Wagga Local Strategic Planning Statement - Wagga Wagga 2040 has identified opportunities for urban renewal in key locations along transport corridors. |
| ILU2.2 | Ensure that future residential growth is connected to sufficient road networks to minimise congestion on key corridors. | Ongoing | City Strategy Operations | Council Industry | Council is to prepare Structure Plans that plan for intensification of residential development along key transport corridors. | Road Network Structure Plans exist for new residential growth areas such as Lloyd, Gobbagombalin, Estella and Boorooma that prevent direct residential access to key corridors as well as control the location of new intersections on key corridors to assist with the minimisation of congestion. Future consideration of new development or significant infill areas will require assessment of, and planning for, key network connectivity. |
| ILU2.3 | Ensure that pedestrians and active travel modes are a priority in all future infill and greenfield development. | Ongoing | City Strategy Operations Development Services | Council Industry | The revision of the pedestrian access and mobility plan is currently behind schedule. | Footpaths in infill and greenfield development are constructed as required by Councils Engineering Guidelines for Subdivisions & Developments. Future consideration of new development or significant infill areas will require assessment of, and planning for, key network connectivity. |
| ILU2.4 | Ensure that private vehicles are not the only form of transport to be connected in Wagga Wagga. | Ongoing | City Strategy | Council TfNSW RMS Transport Operators | An UBER Trial is currently underway and discussions are continuing to improve bus usage. | Improvements to the bus network & construction of the Active Travel Plan is increasing transport options. Uber is currently operating in Wagga. |
| ILU2.5 | Ensure key sites and corridors are preserved for density where appropriate. | Ongoing | City Strategy | Council DPE Industry | Council is to prepare Structure Plan that plan for intensification of residential development along key transport corridors. | The adoption of the Wagga Wagga Local Strategic Planning Statement - Wagga Wagga 2040 has identified opportunities for urban renewal in key locations along transport corridors. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|----------------------------|---|--|---------------|-------------------------------------|--|---|
| | | | | | 2019 | 2021 |
| ILU3: Northern growth area | | | | | | |
| ILU3.1 | Assess the infrastructure requirements needed to meet future needs. | Ongoing | Operations | Council TfNSW RMS Industry | Council is currently preparing a Northern Growth Structure Plan to determine growth opportunities and infrastructure requirements. It is anticipated that this will be completed in the coming months. | Road Network Structure Plans exist for the Northern Growth Area and are being adhered to as development progresses. The type of intersection upgrades and timing for works is currently being reviewed. A further review and planning for transport networks will be a consideration of the new Northern Growth Structure currently under investigation. |
| ILU3.2 | Prepare a northern growth area structure plan. | Short term (Year 1) | City Strategy | Industry | Council is currently preparing a Northern Growth Structure Plan. It is anticipated that this will be completed in the coming months. | Structure Plans for the suburbs of Boorooma, Estella and Gobbagombalin (the Northern Growth Area) have been completed. A new Northern Growth Structure Plan is currently being prepared. |
| ILU3.3 | Initiate detailed design plans for and implement construction of Farrer Road improvement. | Short term (Year 1 - design) (Year 3 - | Operations | Council | The detailed design has commenced. | Farrer Road improvement has been completed. |
| ILU3.4 | Review layout of key routes and intersections in the northern growth area to ensure stable functionality now and into the future. These routes include Pine Gully Road, Farrer Road, Estella Road and | Short term (Year 1) | Operations | Council | Council is currently preparing a Northern Growth Structure Plan that considers key routes and intersections. It is anticipated that this will be completed in the coming months. | Council is in the process of updating its baseline traffic model to reflect current conditions and using it to forecast the timely sequencing of improvement works on the routes identified to ensure stable functionality is maintained. |
| ILU3.5 | Improve intersections with the Olympic Highway in collaboration with RMS. Particularly the intersection of Old Narrandera Road and the Olympic Highway. | Short term (Year 1 - investigate preferred option) (Construction dependent on RMS funding) | RMS | Council RMS | Council is continuing to work with RMS. | Transport for NSW have determined that the preferred option to improve Olympic Highway intersections either side of the Gobbagombalin Bridge is to install traffic signals at the Old Narrandera Road and Travers Street intersections. Council will continue to liaise with TNSW to promote long term facilities that support future growth and deliver positive outcomes for the community. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|-----------------------|---|---------------------|--------------------------|----------------|--|---|
| | | | | | 2019 | 2021 |
| ILU3.6 | Integrate northern growth area with the sub-arterial network. | Ongoing | City Strategy Operations | Council | Council is currently preparing a Northern Growth Structure Plan to consider the road network in collaboration with TfNSW. | The sub-arterial network is Old Narrandera Road, Boorooma Street and Farrer Road. The upgrade of Farrer Road has been completed, improvements to the Old Narrandera Road between the Olympic Highway and Pine Gully Road are proposed in 2021/22 and the timing for Boorooma Street upgrade works is being reviewed at present. |
| ILU3.7 | Lobby and negotiate for duplication of Gobbagombalin Bridge. | Ongoing | City Strategy | TfNSW RMS | This is a long term and ongoing project. | Council will continue to promote long term planning for this critical link and monitor outcomes as changes are implemented and growth in the northern areas continues. |
| ILU4: CBD precinct | | | | | | |
| ILU4.1 | Prepare a CBD structure plan that promotes the viability and longevity of the core. | Short term (Year 1) | City Strategy | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the first half of 2021. |
| ILU4.2 | Investigate streets within the CBD area (both core and frame) for "road diets" so that excess road space can be allocated to separated cycle ways and improve pedestrian crossing capability. | Short term (Year 1) | Operations | Council RMS | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | Roads within the CBD area with excess width to enable on-street cycle lanes to be line marked and pedestrian refuges to be installed to improve pedestrian crossing points will be investigated over the next six months with a report to be presented to Council for consideration late in 2021. |
| ILU4.3 | Review the operation/design of roundabouts within the CBD area (both core and frame) for improved safety for cyclists and pedestrians. | Short term (Year 1) | Operations | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | Improvements will be made to the roundabouts along Morgan Street as part of the current implementation of the Active Travel Plan. The review of the remaining roundabouts on Best, Trail, Peter, Fitzmaurice, Tarcutta and Forsyth Streets will be completed over the remainder of the 2021 calendar year. |
| ILU5: Health Precinct | | | | | | |
| ILU5.1 | Prepare a structure plan for health precinct. | Short term (Year 2) | City Strategy | Council Health | A draft Health Precinct Structure Plan has been prepared. It is anticipated the final plan will be adopted in the coming months. | The development of the Health and Knowledge Precinct Master Plan has been completed. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|--|--|---------------------|---------------|----------------|--|---|
| | | | | | 2019 | 2021 |
| ILU5.2 | Intensify the clustering of education and health enterprises and improve coordination of activities. | Short term (Year 3) | City Strategy | Council Health | A draft Health Precinct Structure Plan has been prepared. It is anticipated the final plan will be adopted in the coming months. | A Health and Knowledge Precinct Structure Plan has been prepared identifying clustering of education and health enterprises. |
| ILU5.3 | Prepare a health precinct car parking hierarchy. | Short term (Year 2) | Operations | Council Health | A draft Health Precinct Structure Plan has been prepared. It is anticipated the final plan will be adopted in the coming months. | Identification of the current on-street carparking quantities and hierarchy will be presented at a Council workshop planned for the 19th April 2021. |
| ILU5.4 | Improve walking and cycling access to, from and within the health precinct. | Ongoing | City Strategy | Council Health | A draft Health Precinct Structure Plan has been prepared. It is anticipated the final plan will be adopted in the coming months. | The implementation of the Active Travel Plan will improve and provide additional access. |
| ILU5.5 | Improve intersections with Sturt Highway between Dobney Avenue and Brookong Avenue. | Medium term | Operations | Council RMS | TfNSW is currently progressing with this project. | Intersection improvements at the Docker Street and Murray Street intersections with the Sturt Highway will be undertaken by TfNSW as part of the Hospital Redevelopment works. |
| PK: Parking | | | | | | |
| PK1: Parking area classification scheme and hierarchy | | | | | | |
| PK1.1 | Implement and maintain a parking area classification scheme and hierarchy. | Short term (Year 1) | Operations | Council RMS | This project is currently behind schedule. | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the first half of 2021. Consideration of parking will form part of this project. |
| PK1.2 | Identify parking sites within core of the city for alternate mixed use opportunities. | Short term (Year 2) | City Strategy | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the first half of 2021. |
| PK1.3 | Identify suitable locations for multistorey car parks to feed activity to the CBD core. | Short term (Year 2) | City Strategy | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the first half of 2021. |
| PK1.4 | Implement the principles of the car parking hierarchy within the DCP. | Short term (Year 2) | City Strategy | Council | The DCP rewrite is currently underway and will include car parking hierarchy principles. | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the first half of 2021. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|--|--|--|-------------------------------------|------------------|--|---|
| | | | | | 2019 | 2021 |
| PK1.5 | Investigate conversion of parallel parking to angle parking in appropriate areas. | Short term (Year 2 - Investigate) Medium Term (Implement) | Operations | Council | This is currently behind schedule. | Of the seven streets specifically identified for conversion of parallel parking to angle parking, only Blake Street has been investigated to date. Conversion of Blake Street will yield an additional 22 on-street car parks. All other streets identified in the Strategy for conversion are 4 Lane / 2 way streets that will require loss of travel lanes to convert to angle parking. Traffic modelling of the effects of losing travel lanes will need to be undertaken before conversion is calculated. Modelling will be scheduled over the next 9 months. |
| PK2: Supply of off-street parking | | | | | | |
| PK2.1 | Discourage over supply of off-street parking. | Ongoing | City Strategy Development Services | Council | The DCP rewrite is currently underway and will consider provisions for off-street parking. | This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| PK2.2 | Rationalise car parking within the CBD (both core and frame), encourage conversion of street level public car spaces to be converted to commercial uses utilising air space for mixed use development. | Medium term | City Strategy Operations | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| PK2.3 | Enter public-private partnerships for multi-story car parking within walking distance of high employment areas or long stay areas. | Medium term | City Strategy | Council Industry | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | The development of a CBD parking strategy will be incorporated in the CBD Masterplan project. |
| PK2.4 | Ensure that appropriate traffic movement and short stay parking is provided in high pedestrian activity and short turnover areas within the CBD. | Ongoing | City Strategy Operations Compliance | Council | The revision of the pedestrian access and mobility plan is currently behind schedule. | This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| PK2.5 | Improve off-street parking access and lighting. | Short term (Year 4 - Design Year 5 - Construct) | Operations | Council | This project is currently behind schedule. | Work has not commenced on this project. The project has been included in the 2021/22 draft Operational Plan |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|-------------------------------------|--|--|------------------------------------|----------------|--|---|
| | | | | | 2019 | 2021 |
| PK3: Capacity of off-street parking | | | | | | |
| PK3.1 | Ensure off-street parking accommodates needs triggered by large employment generators outside of the CBD | Ongoing | City Strategy Development Services | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later | This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| PK3.2 | Manage on-street parking regulations to limit long stay parking. | Ongoing | Operations Compliance | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | Long stay on-street parking within the CBD core and frame is currently considered as part of business requests for changed parking limits via the Local Traffic Committee. The development of a CBD parking strategy will be incorporated in the CBD Masterplan project. |
| PK3.3 | Ensure sufficient accessible parking for customers and visitors. | Ongoing | Community Operations | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | With the exception of the Barrand Lane Off-Street carparks, all other Council owned Off-Street car parks contain accessible parking for people with disabilities and/or MPS holders. The development of a CBD parking strategy will be incorporated in the CBD Masterplan project. |
| PK4: Short stay parking | | | | | | |
| PK4.1 | Ensure sufficient turnover of short stay parking through time regulation enforcement. | Ongoing | Compliance | Council | This will be ongoing. | This will be ongoing. |
| PK4.2 | Short stay parking to be implemented within CBD core where walking and/or cycling are practical. | Short term (Year 3 - Investigate Year 4 - Implement) | Operations | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | On-Street parking in the CBD core is predominately short stay (2P). End-of-trip facilities for cycling are currently under construction. The development of a CBD parking strategy will be incorporated in the CBD Masterplan project. |
| PK4.3 | Short stay parking to be implemented in CBD frame where destinations that have high turnover occur. | Short term (Year 3 - Investigate Year 4 - Implement) | Operations | Council | Link with CBD structure plan | Short stay parking in the CBD frame occurs on demand by requests from business operators via the Local Traffic Committee for advice to the Council for determination |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|----------------------------------|--|---|-------------------------|----------------|--|--|
| | | | | | 2019 | 2021 |
| PK4.4 | Short stay parking in the CBD core and centres to provide parking for consumers and off-street long term parking to provide parking for employees. | Short term (Year 5) | Operations | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | On-Street parking in the CBD core is predominately short stay (2P). The majority of Off-Street parking is still restricted parking. The development of a CBD parking strategy will be incorporated in the CBD Masterplan project. |
| PK5: Specialty parking | | | | | | |
| PK5.1 | Provide adequate specialty parking such as loading zones, bus stops, taxi ranks, car share schemes or parking for people with disabilities. | Short term (Year 3 - Investigate and Design Year 4 - Implement) | Operations | Council | TfNSW are currently undertaking a pilot project for Wagga Wagga that will consider specialty parking. | The review and implementation of specialty parking within the CBD core and frame has been completed. Requests for additional specialty parking are considered by the Local Traffic Committee and presented to the Council on a case by case basis. This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| PK5.2 | Investigate opportunities to enable taxis and community transport shuttle services to utilise loading areas. | Short Term Year 1) | Operations | Council TfNSW | TfNSW are currently undertaking a pilot project for Wagga Wagga that will consider loading areas. | Complete. |
| PK5.3 | Implement specialty parking requirements within the DCP. | Short term (Year 2) | City Strategy | Council | The DCP rewrite is currently underway and will consider provisions for off-street parking. | Awaiting the release of the NSW DCP template to review the Wagga Wagga DCP and incorporate specialty parking requirements. The development of a CBD parking strategy will be incorporated in the CBD Masterplan project. |
| FT: Freight and logistics | | | | | | |
| FT1: Freight movements | | | | | | |
| FT1.1 | Investigate (in conjunction with RMS) an alternate heavy vehicle route from the Sturt Highway to the Olympic Highway and review heavy vehicle current usage of existing northern infrastructure. | Medium term | City Strategy RMS TfNSW | RMS | Council is currently being considered as an investigation pilot project for an alternate heavy vehicle route. | Currently working with Transport for NSW on a corridor strategy plan – Place Plan. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|--|---|-----------------------|------------------------------------|------------------|---|--|
| | | | | | 2019 | 2021 |
| FT1.2 | Work with RMS to preserve a heavy vehicle bypass corridor south of the Sturt Highway within Council strategies. | Medium term | City Strategy | TfNSW | Council is currently being considered as an investigation pilot project for an alternate heavy vehicle route. | Currently working with Transport for NSW on a corridor strategy plan – Place Plan. |
| FT1.3 | Negotiate a program with the NSW Government and Federal Government for timing of heavy vehicle bypass. | Medium term | City Strategy | RMS | Council is currently being considered as an investigation pilot project for an alternate heavy vehicle route. | Currently working with Transport for NSW on a corridor strategy plan – Place Plan. |
| FT2: Bomen intermodal destination hub | | | | | | |
| FT2.1 | Prioritise Bomen as a major intermodal destination hub on the Melbourne to Brisbane Inland Rail Network. | Ongoing | City Strategy | Council | Council has achieved strong success at being a major intermodal destination hub with Bomen being announced as a Special Activation Precinct. | The Wagga Wagga SAP Master Plan is currently awaiting finalisation and gazettal. The RiFL Hub is under construction and will be a critical attractor for the Bomen SAP and Wagga Wagga on the Inland Rail corridor |
| FT2.2 | Implement controls for land use patterns to ensure access to transport infrastructure, primarily the rail corridor, is retained for businesses that require access. | Short term (Year 4) | City Strategy Development Services | Council Industry | The Bomen Special Activation Precinct has been announced. This announcement will prioritise the development of the Bomen Industrial Area including freight and logistics. | The Wagga Wagga SAP Master Plan is currently awaiting finalisation and gazettal. This will provide controls and prioritise development that compliments the Inland Rail and Highway connections. |
| FT2.3 | Provide a hierarchy of road networks that allow direct and efficient routes to and within Bomen. | Short term (Year 1) | City Strategy Operations | Council | The Bomen Special Activation Precinct has been announced. This announcement will prioritise the development of the Bomen Industrial Area including road hierarchy. | The Wagga Wagga SAP Master Plan is currently awaiting finalisation and gazettal. The SAP Masterplan and upcoming WW Place Plan from TNSW identify and prioritise key transport corridors and connections. |
| FT2.4 | Preserve buffers around Bomen and key corridors to avoid land use conflict. | Ongoing (As required) | City Strategy | Council | The Bomen Special Activation Precinct has been announced. This announcement will prioritise the development of the Bomen Industrial Area including buffers. | The Wagga Wagga SAP Master Plan is currently awaiting finalisation and gazettal. The SAP Masterplan and upcoming WW Place Plan from TNSW identify and prioritise key transport corridors and connections. |
| FT3: Freight interchange | | | | | | |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|----------------------------|--|---------------------|--------------------------|----------------|---|--|
| | | | | | 2019 | 2021 |
| FT3.1 | Facilitate a freight interchange facility in a strategic location. | Short term | City Strategy | Industry | As part of the TfNSW 2056 Strategy, Wagga Wagga has been identified as a pilot project. RMS, TfNSW, DPE & Council will work together to develop a place plan for the city with the identification of suitable places for a freight interchange as a key | The Riverina Intermodal Transport Facility is currently under construction. |
| FT3.2 | Facilitate an interchange facility/fatigue management centre with services such as food, beverages, fuel and charging station. | Short term | City Strategy | Industry | This project will need private industry investment and development. | Potential sites have been identified within the Special Activation Precinct. Currently working with the Regional Development Growth Corporation on suitable investment and development. |
| RN: Road Network | | | | | | |
| RN1: Road hierarchy | | | | | | |
| RN1.1 | Implement the road hierarchy plan that correlates with major traffic movements. | Short term (Year 1) | City Strategy Operations | Council RMS | A road hierarchy has been submitted to TfNSW. | A submission to change the road hierarchy for the Regional Road network to reflect that proposed on Figure 9 has been made as part of the State Governments NSW Road Classification Review and Regional Road Transfer project. |
| RN1.2 | Link the sub-arterial network. | Short term (Year 1) | City Strategy Operations | Council RMS | A road hierarchy has been submitted to TfNSW. | The linking of the sub-arterial network has been completed following the realignment of Eunony Bridge Road with Byrnes Road, construction of Merino Road between the Olympic Highway and Byrnes Road and the upgrade of Farrer Road. |
| RN1.3 | Remove inappropriate freight movements from local roads. | Ongoing | City Strategy Operations | Council RMS | Council is currently being considered as an investigation pilot project for an alternate heavy vehicle route. | Inappropriate freight movements on local roads are considered on a case by case basis via the Local Traffic Committee with a report presented to Council for determination. |
| RN1.4 | Prioritise people above road traffic in high pedestrian activity areas. | Medium | City Strategy Operations | Council RMS | The review of the pedestrian access and mobility plan is currently behind schedule. | This is a medium term project. 40km/h High Pedestrian Zones are an option to be considered for Baylis and Fitmaurice Streets. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|-------|--|---------|--------------------------|----------------|---|--|
| | | | | | 2019 | 2021 |
| RN1.5 | Work with RMS to improve intersections along arterial roads. | Ongoing | City Strategy Operations | Council RMS | The review of the pedestrian access and mobility plan is currently behind schedule. | TfNSW are proposing improvements to the Murray and Docker Street intersections on the Sturt highway over the next 18 months as well as improvements to the Travers and old Narrandera Road intersections on the Olympic Highway over the next 2-3 years. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|-------------------------|--|---|--------------------------|----------------|--|---|
| | | | | | 2019 | 2021 |
| RN2: Corridor planning | | | | | | |
| RN2.1 | Implement the road hierarchy plan to ensure that major road corridors provide for functional and efficient movement of traffic. | Short term (Year 1) | City Strategy Operations | Council RMS | This has been included in the contributions plan. | A submission to change the road hierarchy for the Regional Road network to reflect that proposed on Figure 9 has been made as part of the State Governments NSW Road Classification Review and Regional Road Transfer project. |
| RN2.2 | Review the layout of key routes and analyse options for improved functionality, particularly the Glenfield Road/Pearson Street corridor, Docker/Gurwood Street Corridor and Tarcutta Street. | Short term (Year 1 - Investigate) Short to Medium term (Construct options as funds permit) | Operations | Operations RMS | A revised road hierarchy option considering the functionality of Glenfield Road / Pearson Street Corridor, Docker / Gurwood Street Corridor and Tarcutta Street has been submitted to TfNSW. | A revised road hierarchy option considering the functionality of Glenfield Road / Pearson Street Corridor, Docker / Gurwood Street Corridor and Tarcutta Street has been submitted to TfNSW. The WW Place Plan will consider key road corridors and routes. This is pending release and exhibition from TNSW. |
| RN2.3 | Enter into negotiations with RMS to transfer regional road status from Bourke Street to Glenfield Road/Pearson Street corridor. | Short term | City Strategy Operations | Council RMS | This has been included in the contributions plan. | This action has been included in Councils application to the State Governments NSW Road Classification Review and Regional Road Transfer project. |
| RN2.4 | Improve Red Hill Road to sub-arterial standard to accommodate future growth south of the Murrumbidgee River. | Medium term | Operations | Council RMS | This has been included in the contributions plan. | This is a medium term project that is Included in the LTFP and LICP. |
| RN2.5 | Liaise with RMS to ensure that State operated roads are managed to provide the best outcome for the city (particularly the Olympic and Sturt Highways with regard to intersection treatments). | Ongoing | Operations | Council RMS | This has been included in the contributions plan. | Council is consulting with TNSW to identify key corridors and long term priorities. This will be further reviewed and confirmed in the WW Place Plan pending upcoming release. |
| RN3: Network efficiency | | | | | | |
| RN3.1 | Implement an efficient road network. | Ongoing | City Strategy Operations | Council RMS | This will be an ongoing project with continual monitoring of the road network level of service. | This will be an ongoing project with continual monitoring of the road network level of service. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|---------------------------|---|------------------------|-----------------------------|----------------|--|---|
| | | | | | 2019 | 2021 |
| RN3.2 | Liaise with RMS to ensure that State operated roads are managed to provide the best outcome for the city (particularly with respect to traffic lights on the Sturt | Ongoing | Operations | Council RMS | This will be ongoing. | Council is consulting with TNSW to identify key corridors and long term priorities. This will be further reviewed and confirmed in the WW Place Plan pending upcoming release. |
| RN3.3 | Investigate improvement measures and develop a sequential program of works to improve road network efficiencies now and into the future. | Year 1 only | Operations | Council RMS | This will be ongoing. | Council is in the process of updating its baseline traffic model to reflect current conditions and will be using it to forecast the timely sequencing of improvement works and the optimum upgrade scenario. |
| RN3.4 | Investigate opportunities to make short car trips less attractive than other modes of transport. | Ongoing | City Strategy Operations | Council | This project requires implementation of structure planning and the rewrite of the DCP. | Council has been working with TNSW to review and implement new public transport routes across the City. This includes shorter bus routes and on demand services. Complimenting this is the ongoing implementation of the Active Travel Plan including end of trip facilities under construction. |
| RN4: Street design | | | | | | |
| RN4.1 | Develop street design initiatives that reflect and support specific road | Short term (Year 3) | City Strategy | Council | This is currently behind schedule. | This action is still pending given other priorities in this plan. |
| RN4.2 | Investigate the introduction of a "shared zone" within the CBD core as part of the CBD Master Plan. | Medium term | City Strategy | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| RN4.3 | Investigate streets within the urban area for "road diets", so that excess road space can be allocated to separated cycleways and improve pedestrian crossing capability. Particularly review the function of Bourke Street to align with the Active Travel Plan. | Short term (Year 1) | Operations | Council | | Roads within the CBD area with excess width to enable on-street cycle lanes to be line marked and pedestrian refuges to be installed to improve pedestrian crossing points will be investigated over the next six months with a report to be presented to Council for consideration late in 2021. This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|----------------------------------|--|---------------------------------------|----------------|--------------------|--|---|
| | | | | | 2019 | 2021 |
| RN4.4 | Review the operation/design of roundabouts within the urban area for improved safety for cyclists and pedestrians. | Medium term (Year 4) | Operations | Council | This is currently behind schedule. | This is a medium term project. Roundabouts on the Active Travel routes are current being considered. |
| AT: Active Travel | | | | | | |
| AT1: Cycling | | | | | | |
| AT1.1 | Identify a legible, connected and accessible layered network of cycle facilities. | Short term (Year 1) | City Strategy | Council Industry | The Active Travel network has been designed and consultation has been undertaken. | The Active Travel network Stage 1 and Stage 2 are being implemented across the City. |
| AT1.2 | Implement cycle link to north of city, which serves northern growth area and university. | Short term (Year 2 - Design Year 4 - | City Strategy | Council Industry | The Active Travel network has been designed and consultation has been undertaken. | The Active Travel network Stage 1 and Stage 2 are being implemented across the City. |
| AT1.3 | Implement commuter link along rail corridor from CBD to Forest Hill. | Short term (Year 2 - Design Year 4 - | City Strategy | Council Industry | The Active Travel network has been designed and consultation has been undertaken. | The Active Travel network Stage 1 and Stage 2 are being implemented across the City. |
| AT1.4 | Design and construct southern cycle routes to CBD. | Medium term (Year 3 - Design Year 4 - | City Strategy | Council Industry | The Active Travel network has been designed and consultation has been undertaken. | The Active Travel network Stage 1 and Stage 2 are being implemented across the City. |
| AT1.5 | Investigate cycle route to Bomen from residential precincts to link in with preferred active transport corridors. | Medium term | City Strategy | Council Industry | The Active Travel network has been designed and consultation has been undertaken. | Consideration of connectivity to Bomen SAP has been undertaken in the Wagga SAP Masterplan. Future planning and implementation will form part of the SAP works. |
| AT2: Pedestrian movements | | | | | | |
| AT2.1 | Prioritise pedestrian movements over other transport modes in high | Short term (Year 2) | City Strategy | Council RMS | The Active Travel network has been designed and consultation has been undertaken. | The Active Travel network Stage 1 and Stage 2 are being implemented across the City. |
| AT2.2 | Reduce speed limit in high pedestrian activity areas. | Medium term | RMS | RMS | Council is collaborating with RMS in regards to the speed limits. | To be considered as part of the CBD Master Plan. |
| AT2.3 | Prioritise people over vehicles, through intersection sequencing of traffic lights and traffic calming devices within Baylis Street. | Short term (Year 2 - Trial) | Operations RMS | Operations Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | To be considered as part of the CBD Master Plan. |
| AT2.4 | Introduce pedestrian only or priority area spaces within the CBD core. | Medium term | Operations | Council | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later | To be considered as part of the CBD Master Plan. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|-----------------------------|--|-------------|------------------------------------|------------------|--|---|
| | | | | | 2019 | 2021 |
| AT3: End of trip facilities | | | | | | |
| AT3.1 | Provide end of trip facilities at strategic locations. | Medium term | City Strategy Development Services | Council Industry | Information is provided in the Active Travel Plan Business Case and will be implemented as part | End of trip facilities are currently being constructed at Bolton Park and the Visitor Information Centre. |
| AT3.2 | Ensure major employment destinations have access to end of trip facilities. | Medium term | Development Services | Industry | Information is provided in the Active Travel Plan Business Case and will be implemented as part | End of trip facilities are currently being constructed at Bolton Park and the Visitor Information Centre. |
| AT3.3 | Encourage sharing or usage of end of trip facilities such as gym facilities. | Medium term | City Strategy | Industry | Information is provided in the Active Travel Plan Business Case and will be implemented as part | End of trip facilities are currently being constructed at Bolton Park and the Visitor Information Centre. |
| AT3.4 | Implement cycling education program for users to access facilities. | Medium term | City Strategy | Council RMS | Information is provided in the Active Travel Plan Business Case and will be addressed as part of the implementation phase. | Council's road safety officer can implement education programs. |
| AT3.5 | Utilise smart applications to indicate where facilities are located. | Ongoing | City Strategy | Council Industry | Information is provided in the Active Travel Plan Business Case and will be addressed as part of the implementation phase. | End of trip facilities are currently being constructed at Bolton Park and the Visitor Information Centre. Once completed, facility locations can be provided on applications. |
| AT4: Active travel | | | | | | |
| AT4.1 | Integrate active travel within the CBD, health precinct, concentrations of employment and education. | Ongoing | City Strategy | Council | Information is provided in the Active Travel Plan Business Case and CBD Master Plan. | The Active Travel network has been designed and is currently being constructed. |
| AT4.2 | Develop an adequate network of footpaths. | Short term | Operations | Council | Information is provided in the Active Travel Plan Business Case and will be considered as part of the review of the pedestrian access and mobility plan. | Council only allocates enough funding to construct 100m of new 1.5m footpath per annum. Footpaths in infill and greenfield development are constructed as required by Councils Engineering Guidelines for Subdivisions & Developments |
| AT4.3 | Provide safe routes for children to walk and ride to school through introduction of wider footpaths. | Ongoing | Operations | Council | Information is provided in the Active Travel Plan Business Case and will be implemented in the routes. | The Active Travel network has been designed and is currently being constructed. Additional funding is limited. |
| AT4.4 | Undertake a speed limit review in active travel areas. | Medium term | Operations | Council | Information is provided in the Active Travel Plan Business Case and will be addressed on implementation. | Active Travel Plan is currently being constructed allowing speed limits to be reviewed and presented to traffic committee. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|--------------------------|--|---------------------|-------------------------------|----------------|--|--|
| | | | | | 2019 | 2021 |
| AT5: Programs | | | | | | |
| AT5.1 | Use walking and cycling programs to encourage more people to use active transport. | Ongoing | Social Planning | Council | Information is provided in the Active Travel Plan Business Case and will be addressed on implementation. | The Active Travel network has been designed and is currently being constructed. Once constructed, programs will be able to be developed and implemented. |
| AT5.2 | Implement Walking School Bus program. | Short term (Year 3) | City Strategy Schools | Schools | Information is provided in the Active Travel Plan Business Case and will be addressed on | Education programs to be considered in conjunction with road safety programs |
| AT5.3 | Implement programs to encourage cycling and walking for specific user groups. | Ongoing | RMS | TfNSW | Information is provided in the Active Travel Plan Business Case and will be addressed on | Education programs to be considered in conjunction with road safety programs |
| AT6: Priority for people | | | | | | |
| AT6.1 | Prioritise people and pedestrian movement. | Ongoing | City Strategy | Council | Information is provided in the Active Travel Plan Business Case and will be addressed on | The Active Travel network has been designed and is currently being constructed. |
| AT6.2 | Update the LEP and DCP to include walking facilities integrating into broader networks. | Ongoing | City Strategy | Council | Information is provided in the Active Travel Plan Business Case and will be addressed on implementation. | Further review and consideration of these provisions will be undertaken following CBD Masterplan |
| AT6.3 | Review and update existing PAMP to reflect integrated transport strategy objectives. | Medium term | Operations Community Services | Council | The review of the pedestrian access and mobility plan is currently behind schedule. | A review of the pedestrian access and mobility plan will be undertaken following the CBD Masterplan as well as outcomes provided in the Wagga Wagga Place Plan. An application for funding to update the plan will be made in November 2021 as part of TfNSW's Active Travel program |
| AT6.4 | Improve permeability and connectivity to and within activity centres and neighbourhoods. | Ongoing | City Strategy | Council | The review of the pedestrian access and mobility plan is currently behind schedule. | Further review of PAMP as per above comments |
| AT6.5 | Improve crossability of major roads and roundabouts - Tarcutta Street, Koorinal Road, Lake Albert Road, Red Hill Road, Docker Street and Glenfield Road. | Short term (Year 2) | Operations | Council | The review of the pedestrian access and mobility plan is currently behind schedule. | The crossability of major roads is being improved where the Active Travel project crosses these roads. Other areas of these roads will be included in the update of the PAMP. |
| AT6.6 | Improve and develop comfort, safety and quality of footpaths. | Medium term | Operations | Council | The review of the pedestrian access and mobility plan is currently behind schedule. | Further review of PAMP as per above comments |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|------------------------------|---|---------------------|-----------------------------|--------------------|---|---|
| | | | | | 2019 | 2021 |
| AT6.7 | Implement quality walking treatments over quantity including establishing and maintaining tree canopies | Ongoing | Operations | Council | The review of the pedestrian access and mobility plan is currently behind schedule. | Further review of PAMP as per above comments A green canopy strategy for the City and public spaces, paths and connections is currently being developed. |
| AT6.8 | Create a safe environment for all road users along Baylis Street and Fitzmaurice Street, including improved conditions for active and public transport. | Short term (Year 4) | Operations | Council | The review of the pedestrian access and mobility plan is currently behind schedule. | This action will be a key consideration of the CBD Masterplan project, anticipated to commence in first half of 2021. |
| AT6.9 | Develop a program for safe school access. | Medium term | City Strategy Operations | Council Schools | The review of the pedestrian access and mobility plan is currently behind schedule. | Education programs to be considered in conjunction with road safety programs. This is a medium term project that should form part of the Road Safety officer alliance with TfNSW. |
| AT6.10 | Increase community knowledge and connectivity of recreational walking trails, e.g. Wiradjuri Walking Track. | Medium term | Community Services | Council | Progress has not commenced. This is a medium term project. | Wiradjuri Walking track strategy is currently being developed and will include promotion and educational activities to support rollout. |
| PT: Public Transport | | | | | | |
| PT1: Public transport | | | | | | |
| PT 1.1 | Review all forms of public transport to better serve the entire community. | Ongoing | Operations | TNSW | This currently being considered by TfNSW. | TNSW review has been undertaken and ongoing review with new services including on demand bus service. |
| PT 1.2 | Review bus timetables in accordance with work, shopping, school and business hours. | Medium term | Operations | Industry | This currently being considered by TfNSW. | Trial has been conducted and actions implemented with new routes and services operating across City. |
| PT 1.3 | Rationalise bus routes based on potential utilisation rather than coverage. More services to areas that have lower car ownership. | Medium term | Operations | Industry | This currently being considered by TfNSW. | Bus routes have been reviewed and adjusted by bus operators in consultation with TfNSW and Council. |
| PT 1.4 | Develop an innovative transport trial that supports a flexible public transport system in collaboration with TfNSW. | Short term (Year 3) | City Strategy Operations | TNSW Council | This currently being considered by TfNSW. | TfNSW have trialled and implemented the 'Hail and Ride' option as part of the bus network. Uber taxi has also been implemented in Wagga. |
| PT 1.5 | Investigate accessibility to and viability of public transport for villages. | Long term | City Strategy | TNSW | This currently being considered by TfNSW. | Subject to further review and consideration with TfNSW. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|-----------------------------------|---|---------------------|---|----------------|--|---|
| | | | | | 2019 | 2021 |
| PT1.6 | Investigate alternative public transport, including taxis and community and care group bus services, to better serve people with a disability. | Medium term | City Strategy Operations Community Services | TNSW | This has been considered as part of the Disability Inclusion Action Plan (DIAP). | This has been considered as part of the Disability Inclusion Action Plan (DIAP). |
| PT1.7 | Develop and implement Regional Airport Master Plan, investigate the surrounding road network and protect the flight path from the impact of future residential development. | Short term (Year 3) | Commercial | Council | An application for grant funding has been submitted. | Airport Masterplan is currently being developed and strategic importance of protecting the airport provided in LSPS adopted in Feb 2021. An application for grant funding has been submitted. |
| PT1.8 | Ensure high speed rail station is planned for Wagga Wagga. | Ongoing | City Strategy | Council | Discussions with state has occurred resulting in stakeholder engagement being arranged. | Discussions with state has occurred resulting in stakeholder engagement being arranged. |
| PT1.9 | Improved rail and bus transport to Canberra, Melbourne and Sydney. | Ongoing | City Strategy | TfNSW | Discussions with state has occurred resulting in stakeholder engagement being arranged. | Discussions with state has occurred resulting in stakeholder engagement being arranged. |
| PT2: Taxi demand | | | | | | |
| PT2.1 | Investigate options to overcome taxi demand issues at peak times. | Short term (Year 3) | City Strategy Operations | Industry | An UBER Trial has commenced. | Uber is currently operating in Wagga. |
| PT2.2 | Investigate current requirements (or restrictions) within existing legislation regarding taxi licensing and | Short term (Year 2) | City Strategy | Industry | This is currently being undertaken. | Improvements to the bus network have been undertaken. |
| PT2.3 | Develop an innovative trial to accommodate peak demand for taxis in collaboration with TfNSW. | Short term (Year 3) | City Strategy | Industry | TfNSW are currently undertaking a project to improve taxi availability during peak times. | Further consultation and investigation required. |
| PT3: Transport interchange | | | | | | |
| PT3.1 | Investigate opportunity to establish a centralised public transport interchange area within the CBD to accommodate both buses and taxis as part of the CBD Master | Short term (Year 3) | City Strategy Operations | Council TfNSW | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later half of 2019. | To be considered as part of the CBD Master Plan. |
| PT3.2 | Develop a business case for the introduction of a centralised transport interchange within the CBD | Short term (Year 4) | City Strategy Operations Community Services | Council TfNSW | Council has prepared a CBD Master Plan brief to commence the project. Council anticipates engaging a consultant in the later | To be considered as part of the CBD Master Plan. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|------------------|--|---------------------|----------------------------------|-------------------------------------|---|--|
| | | | | | 2019 | 2021 |
| PT4: Bus network | | | | | | |
| PT4.1 | Investigate priorities, route planning and innovative ideas for increasing viability and function of bus network. | Short term (Year 5) | City Strategy | Council TfNSW | Council has requested that TfNSW undertake a pilot project. | TNSW review has been undertaken and ongoing review with new services including on demand bus service. |
| PT4.2 | Review land use around key public transport routes to encourage more people to use public transport | Short term (Year 2) | City Strategy | Council TfNSW | Council has requested that TfNSW undertake a pilot project. | The adoption of the Wagga Wagga Local Strategic Planning Statement - Wagga Wagga 2040 has identified opportunities for urban renewal in key locations along transport corridors. |
| PT4.3 | Investigate the introduction of rapid bus routes that connects the northern growth area, major shopping centres, the health precinct and the CBD with no intermediate stops. | Short term (Year 2) | City Strategy Operations | Council TfNSW Local business groups | Council has requested that TfNSW undertake a pilot project. | TNSW review has been undertaken and ongoing review with new services including on demand bus service. |
| PT4.4 | Investigate feasibility of shuttle bus loop service along Fitzmaurice Street and Baylis Street and/or to other key locations within the CBD area. | Short term (Year 2) | City Strategy Community Services | Council TfNSW | Council has requested that TfNSW undertake a pilot project. | Options still being considered and investigated. Further review following CBD Masterplan |
| PT4.5 | Review need for buses on rapid bus routes to travel Baylis Street/Fitzmaurice Streets, but rather travel east/west along predetermined cross streets. (Bus zones along Baylis Street/Fitzmaurice Street are eliminated thereby allowing for more specialty | Short term (Year 1) | Operations | Council TfNSW | Council has requested that TfNSW undertake a pilot project. | To be considered as part of the CBD Master Plan. |
| PT4.6 | Ensure all new suburban release areas identify major transport routes and corridors to link efficiently with existing | Ongoing | City Strategy | Council Industry | Council has requested that TfNSW undertake a pilot project. | The LSPS - Wagga Wagga 2040 identified connectivity as a key priority for future development in new growth areas and infill development. |

| Key | Project | Timing | Resource | Responsibility | Progress | |
|----------------------|---|---------------------|--------------------------|-------------------------|--|---|
| | | | | | 2019 | 2021 |
| PT5: Event transport | | | | | | |
| PT5.1 | Investigate alternate transport modes/opportunities to and from the CBD to large events located at distance from the CBD. | Short term (Year 3) | City Strategy Operations | Industry | Work will be undertaken with event and public transport providers. | Working with TfNSW to continue pursuing on-demand services that will provide opportunities for public transport at events. Event transport has been provided at events such as the Raiders NRL game, Fusion and 2019 NSW Junior State Cup. Where practical, events have been moved to more accessible spaces such as Botanic Gardens and active travel is encouraged. |
| PT5.2 | Provide shuttle services directly to the core of the CBD at the conclusion of major | Medium term | Event Management | Council Event Promoters | Work will be undertaken with event and public transport providers. | Event transport has been provided at events such as the Raiders NRL game, Fusion and 2019 NSW Junior State Cup. |
| PT5.3 | Prioritise event services over car parking. | Medium term | Event Management | Council Event Promoters | Work will be undertaken with event and public transport providers. | Event transport has been provided at events such as the Raiders NRL game, Fusion and 2019 NSW Junior State Cup. Where practical, events have been moved to more accessible spaces such as Botanic Gardens and active travel is encouraged. |

RP-3 AGRITOURISM AND SMALL-SCALE AGRICULTURAL DEVELOPMENT

Author: Crystal Atkinson
Director: Michael Keys

Summary:

The NSW Government is proposing amendments to the NSW planning system to streamline the approval of agritourism development and small-scale agricultural development.

The changes intend to reduce red tape and make it easier for farmers to get planning approval while managing environmental impacts.

Recommendation

That Council:

- a endorse the inclusion of optional local environmental plan clauses for farm stay accommodation and farm gate activities
- b notify NSW Government of council's decision

Report

NSW Government has identified that NSW farmers and farming communities have faced many challenges including prolonged drought, land fragmentation and declining terms of trade. This year, farming communities have had to deal with unprecedented bushfires and economic impacts arising from Covid-19 including travel and trade restrictions, cancellation of regional events, and temporary closure of local businesses.

In response, changes are proposed to support recovery and resilience of regional communities and farming by growing emerging industries that are supplementary to, or based on, agriculture. A fact sheet and explanation of intended outcomes is attached for reference.

The clause requires Council to indicate which zones the clause is to apply. Zones within the Wagga Wagga Local Environmental Plan 2010 that permit agriculture will be included. These zones are listed below:

- RU1 Primary Production
- RU2 Rural Landscape
- RU4 Primary Production Small Lots
- RU6 Transition

The increased flexibility for on-farm and rural activities is consistent with objectives and actions of the Wagga Wagga Local Strategic Planning Statement (LSPS). By adopting these provisions this will ensure our rural areas have similar flexibility to diversify and increase productivity as well as potentially increase tourism and visitor economy offerings. Adopting a state led provision also ensures Wagga Wagga is consistent with the broader NSW planning provisions, reducing complexity and inconsistency across the State.

By choosing to opt-in, this will remove the need for Council to prepare a Planning Proposal to amend the Wagga Wagga Local Environmental Plan 2010.

Financial Implications

Implementing the clause as part of the NSW Department of Planning, Industry and Environment's opt-in process will remove the need for a planning proposal to be prepared and the associated Council resourcing costs.

Policy and Legislation

Environmental Planning and Assessment Act 1979
Wagga Wagga Local Environmental Plan 2010

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council





Adopting the clause will require Development Assessment to rely on the merit provisions of the EP&A Act to refuse DA's where the development is inconsistent with risks or environmental impacts identified under section 4.15 of the EP&A Act rather than the local provisions of the Wagga Wagga Local Environmental Plan 2010.

Internal / External Consultation

As the proposed changes are intended to support farmers to diversify their income stream or value-add to their core agricultural business to make it more resilient, profitable and attractive, no community consultation is proposed on top of the consultation undertaken by the NSW Government.

Council staff have had informal discussions with operators to encourage them to provide a submission direct to NSW Government.

Attachments

- 1 . Frequently Asked Questions - Agritourism and small-scale agriculture planning reforms

- 2 . Explanation of Intended Effect - Agritourism and small-scale agriculture development


Agritourism and small-scale agriculture planning reforms

Frequently asked questions



March 2021

Proposals for agritourism and agriculture development

The NSW Government is proposing reforms to the planning system to streamline approval of agritourism and small-scale agricultural development.

General

What is being proposed?

The NSW Government is proposing amendments to the NSW planning system to streamline the approval of agritourism development and small-scale agricultural development. An 'explanation of intended effect' (EIE) prepared by the department details the proposed changes.

The changes include:

- amending the existing definition for farm stay accommodation in the *Standard Instrument (Local Environmental Plans) Order 2006* (Standard Instrument) to support more farm stays
- introducing two new land use terms in the Standard Instrument for farm gate activities and farm events to enable these types of development to be established
- introducing new optional clauses for farm stay accommodation and farm gate activities that councils can choose to adopt in their local plans for development applications
- providing fast track exempt and complying development approval pathways for agritourism activities where certain development standards are met
- allowing the reconstruction of farm buildings and other structures as exempt development following natural disaster, where constructed to the same size, location and contemporary building standards
- allowing the establishment of small-scale processing plants as complying development for meat, dairy and honey and other agricultural produce where certain development standards are met
- updating development standards for poultry farms and pig farms to align separation distances with recommended biosecurity standards
- clarifying terminology and approval pathways used for farm dams
- updating controls that allow dwellings on rural lots as complying development to ensure enough separation from adjacent primary production enterprises
- updating and rationalising existing controls for stock containment lots to reflect current practice and ensure stock containment areas used temporarily, such as during drought, do not impact negatively on surrounding uses.
- providing an exempt development pathway for recreational beekeeping to improve certainty.

These changes are intended to reduce red tape and make it easier for farmers to get planning approval while managing environmental impacts.

NSW Department of Planning, Industry & Environment | 1

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

What is exempt and complying development?

Exempt development is minor, low-impact development that can be undertaken without the need for planning or building approval, if the work complies with specified development standards.

Complying development is a combined planning and construction approval for straightforward development that can be determined through a fast-track assessment by a local council or a registered certifier. Complying development must also meet specified development standards.

What are the advantages of exempt and complying development?

There are several advantages for landowners in using exempt and complying development, including:

- consistent requirements are applied across NSW under exempt and complying development.
- building work or an activity can start quicker. For exempt development, if all development standards are met, you do not need to obtain a planning or building approval. For complying development, if all development standards are met, a complying development certificate can be issued by the local council or a registered certifier in as little as 20 days.
- If all development standards are met for exempt development, the development can proceed. If all development standards are met for complying development, the council or certifier must issue a complying development certificate.

For exempt and complying development, other than the development standards proposed in the EIE, is there anything else I would need to comply with?

In addition to the proposed development standards, the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* has other requirements that you must meet. For example, to carry out complying development, the land use must be permissible in the zone. For both complying and exempt development, certain sensitive land is excluded. Building works must also be constructed in accordance with the National Construction Code. You can read more about exempt and complying development at planningportal.nsw.gov.au

There are also requirements under other legislation you may need to meet that are not related to the planning rules. For example, to serve food at a farm event you may have obligations under the *NSW Food Act 2003*.

Proposed changes for agritourism development

Why are these changes being proposed? Aren't these uses already occurring?

Research has shown there are several challenges facing farmers who want to set up an agritourism business. These challenges include the complexity and cost of obtaining planning approvals and variations in how the planning system is applied across regional NSW. In addition, existing land use terms are not always appropriate, especially for low-scale, low-impact activities.

The proposed changes would cater for small-scale agritourism uses, allowing landowners to start an agritourism business that has minimal impact without the time and expense of lodging a development application. If landowners want to expand these businesses in the future, beyond

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

what is permitted as exempt or complying development, the expansion would be subject to a detailed assessment as part of a development application.

As well as benefiting individual landowners, the reforms would help regional economies recover from drought, bushfires and the ongoing impact of COVID-19, and improve their resilience.

The reforms also deliver on several directions and actions in regional plans that sought to foster agritourism and enable opportunities for appropriate tourism development and associated land uses in local environmental plans.

Why are there so many development standards proposed for each agritourism activity?

As exempt and complying developments do not have the same assessment process as development applications, it is important to ensure that only development that is minor and low impact can use these development pathways.

The proposed development standards are intended to mitigate undesired impacts by limiting the land on which the activities can occur and the scale of the use, as well as managing impacts such as noise and potential disruption to neighbouring land uses.

Would I have to meet all the development standards for my proposal?

Yes. Your proposal would have to meet all the development standards for either exempt or complying development to use these approval pathways.

If your proposal does not meet all development standards, you could lodge a development application that council will assess on its merits.

Before lodging a development application, you should discuss your proposal with the council to ensure you understand what is required.

I have a hobby farm. Would these changes apply to me?

No. The new land use terms would only apply where the existing main use of the land is the production of agricultural/primary production goods for commercial purposes. The proposed changes are intended to make it easier for commercial producers to diversify their income stream, showcase their produce and allow people to connect with the source of their food and fibre. This is especially important during times when farming activities may not be possible, such as due to drought.

Could I do multiple agritourism developments on my property under these proposals?

Yes. You could have multiple developments occurring on your property at the same time if each of those developments has the necessary planning approval in place (or in the case of exempt development, meets all the required development standards). The new uses are intended to complement one another.

For example, you could have a small number of people staying at your property as farm stay accommodation and host occasional small functions as farm events.

Agritourism and small-scale agriculture planning reforms

Frequently asked questions



Farm stay accommodation

Why are changes being proposed to the existing definition of farm stay accommodation?

Several changes are proposed to the existing definition to give more flexibility to farmers. These are to:

- expand the definition to include camping. Currently, even a small number of tents requires approval as a camping ground. This is unnecessarily restrictive as a small number of people camping is a low-impact activity.
- recognise that farming activities may fluctuate seasonally and to ensure agriculture continues to be the principal use of the land. The existing requirement to demonstrate that the farm stay accommodation is a 'secondary business' has required councils to consider matters (such as yearly turnover) that are not typically planning considerations and do not recognise that farming can be seasonal, especially in periods of drought.

Would the proposals allow me to build accommodation on my farm larger than the limits proposed in the EIE?

If you want to build accommodation on your property larger than the limits proposed in the EIE, you may need to seek approval for a different form of tourist and visitor accommodation, such as hotel or motel accommodation. This is because farm stay accommodation is intended to be only limited scale and low impact.

You would need to ensure the type of accommodation you want to build is permissible on your land and lodge a development application with the local council.

If you are considering a more intense form of accommodation than a farm stay, you should contact your local council.

How many tents could I put up on my property?

The proposal does not limit the number of tents that could be put on a property under any of the proposed development pathways. Instead, the changes seek to limit the number of people to a maximum of 20 at any one time.

This would provide some flexibility in the way a camp site can be set up, while ensuring the use remains low impact.

Farm gate activities

What kind of activities are farm gate activities? Would other activities not listed in the EIE be included?

Farm gate activities are low-impact activities that provide opportunities for landowners to showcase the agricultural produce on the land. The new definition would specifically include retail sales, a small restaurant or café, or tastings and workshops as farm gate activities, although this list is not intended to be exclusive. Other activities that meet the broader definition would also be permitted.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

I would like to open a café on my property. Are there restrictions on the food that could be served?

The intention of the proposed definition for 'farm gate activities' is to provide producers with the opportunity to showcase food grown or produced on the land or in the surrounding area. This means any café or restaurant must be small in scale and predominantly serve food produced on site or on nearby farms.

Larger cafés or restaurants that serve a wider variety of food products are a different land use that must be permitted separately on the land and would require a development application.

Farm events

Would the proposed amendments allow me to host a wedding on my property?

Yes. The new land use term 'farm event' would permit weddings to be hosted on a property. It is proposed to permit functions (including weddings) of up to 50 people 10 times a year, or up to 30 people 52 times a year as exempt development as long as all the development standards are met.

A complying development pathway is proposed to allow some building works to facilitate these events.

Larger or more frequent weddings (or events that do not meet the development standards) would require a development application.

I want to be able to host functions for more than 50 people. Would the changes permit this?

Functions of more than 50 people would not be permitted under the proposals as exempt or complying development. If you wish to host functions for larger numbers of people, you would need to obtain development consent from your local council.

Proposed changes for agricultural development

Why are small-scale processing plants going to be permitted through a fast-track complying development pathway?

The department is considering ways to make it easier for farmers to undertake low-impact agricultural developments. Small-scale processing plants for meat, honey or dairy are proposed to be permitted as complying development to make it quicker and easier for farmers to obtain approvals for these types of developments. Development standards will ensure processing plants are small-scale and in the right locations so that neighbours and the environment are not impacted.

Why is the rebuilding of farm infrastructure going to be allowed as exempt development and not need any approval?

We want to help farmers rebuild after natural disasters such as the 2019-2020 bushfires. Allowing farm infrastructure such as farm buildings and grain bunkers to be rebuilt without approval will make it easier for farmers to recover. Farmers will need to comply with existing exempt development standards for these buildings, except those that would prevent the buildings from being rebuilt in the same location as exempt development, such as setbacks or height standards. The reconstructed building must have the same height and footprint as the previous building.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

Why is the department considering increasing the setbacks required for rural dwellings from intensive agricultural developments?

Intensive agricultural developments such as pig farms, feedlots and poultry farms can have significant impacts on neighbouring properties, such as odour and noise. Increasing setbacks will prevent new houses being built close to these developments without proper consideration of the potential land-use conflict through a development application. The changes will only apply to new rural dwellings permitted as complying development.

Why are the provisions for temporary stock containment areas being updated?

Stakeholders have suggested that the provisions for stock containment areas could be simplified to make them easier to use. Some containment areas can have a negative impact on nearby areas because of their location due to runoff into waterways. The proposed changes will place restrictions on where stock containment areas can be located to minimise any impacts on the environment or neighbouring properties.

Why is the department updating provisions for farm dams?

Farm dams are essential to provide water for stock, fire protection and irrigation. We are considering ways to simplify the planning controls for farm dams and make them consistent across the state.

How are the provisions for small-scale poultry farms and pig farms being updated to safeguard biosecurity?

Currently, small-scale poultry farms and pig farms can be developed without consent provided they are a significant distance from other poultry and pig farms and meet other criteria. We are proposing to increase this separation distance to respond to concerns from stakeholders that the distance required between farms is too small and does not meet best-practice standards for biosecurity. Farms that are proposed to be located closer than these distances must seek approval by lodging a development application.

Why is the department introducing planning controls for recreational beekeeping?

The department is introducing planning provisions for recreational beekeeping to clarify that the activity does not require planning approval if done according to certain standards. Commercial beekeeping is already defined as a land-use in local environmental plans and is a type of extensive agriculture, but there has been confusion regarding whether recreational beekeeping requires planning approval.

Proposed rollout of the changes

Would I be able to use the exempt and complying development pathways straight away? What happens from here?

At this stage, we are seeking feedback on the proposals. Based on the feedback received, the details of the proposed changes may be amended.

The exempt and complying development pathways will be available once the new provisions commence.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

Until that time, the existing requirements continue to apply.

Making a submission

I have concerns with some of the proposed standards for exempt and complying development. What should I do?

The purpose of exhibiting the EIE is to obtain feedback from the community and other stakeholders about the proposals. We will consider this feedback in finalising the proposals. If you support the proposals or have concerns, we also welcome your feedback.

You can provide feedback by:

- making a submission in writing, and/or
- completing the surveys, and/or
- providing general comments on an 'ideas wall'.

To submit your feedback, visit: planning.nsw.gov.au/agriculture-changes

I don't understand what is being proposed. Who can I contact?

If you have questions about the proposals, you can:

Email: information@planning.nsw.gov.au

Website: [Contact us via our online form](#)

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EXPLANATION OF INTENDED EFFECT

Agritourism and small-scale agriculture development

Proposed amendments to support farm businesses and regional economies

March 2021



NSW Department of Planning, Industry and Environment | dpie.nsw.gov.au

Agritourism and small-scale agriculture development

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About this explanation of intended effect

This explanation of intended effect (EIE) has been prepared for the purposes of section 3.30 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

It is presented in four parts:

- Part 1 – Executive summary
- Part 2 – Context
- Part 3 – Proposed amendments
- Part 4 – Have your say



Part 1 – Executive summary

1.1 This document

This explanation of intended effect (EIE) proposes amendments to the NSW planning system to better enable 'agritourism' and small-scale agricultural development to be approved. It also seeks to respond to natural disasters such as droughts and bushfires, and to simplify planning approvals for development or activities that have no or low environmental impact.

This document outlines the intended effect of proposed amendments to:

- the *Standard Instrument (Local Environmental Plans) Order 2006* (**Standard Instrument LEP Order**),
- the *State Environmental Planning Policy (Primary Production and Rural Development) 2019* (**PPRD SEPP**), and
- the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* (**Codes SEPP**).

1.2 Background

In recent years, NSW farmers and farming communities have faced many challenges including prolonged drought, land fragmentation and declining terms of trade. This year alone, farming communities have had to deal with unprecedented bushfires and economic impacts arising from COVID-19 including travel and trade restrictions, cancellation of regional events, and temporary closure of local businesses.

The NSW Government is committed to supporting the recovery and resilience of our regional communities and farming by growing emerging industries that are supplementary to, or based on, agriculture. One such industry is agritourism, which will help to strengthen rural communities as travel restrictions ease across NSW.

Agritourism is a tourism-related experience or product that connects agricultural products, people or places with visitors on a farm or rural land for enjoyment, education, or to participate in activities and events. Agritourism activities enable farmers to diversify their income from farming businesses while maintaining primary production on the land as the principal use.

The NSW Government is seeking comment on proposals recommended by stakeholders to:

- broaden the types of agritourism activities that can be undertaken and provide approval pathways tailored to the scale and types of activities,
- support farmers during times of hardship or following natural disaster events,
- reduce land use conflict by providing clearer rules and better managing environmental and social impacts, and
- clarify current planning controls and expand approval pathways for certain agricultural activities.

The proposed amendments are underpinned by the principle of no or low environmental impact.

1.3 What is proposed

Informed by the NSW Government's *Making Business Easier Program* and a wider agritourism project led by the NSW Small Business Commission and Service NSW, the following amendments are proposed to the NSW planning system to facilitate agritourism:

- **farm stay accommodation** – to support more farm stay accommodation amendments are proposed to the existing definition of 'farm stay accommodation'
- **farm events** – to remove existing barriers and support farm events amendments are proposed to introduce a new definition for 'farm events'
- **farm gate activities** – to enable farm gate businesses to be established amendments are proposed to introduce a new definition for 'farm gate activities'

Fast track approval pathways, known as exempt and complying development, will also be established for these types of agritourism.

Comment is also sought on the following proposals to facilitate or improve approval pathways for low-impact agricultural activities:

- **small-scale processing plants** – allow establishment of these plants as complying development for meat, dairy and honey where certain development standards are met
- **rebuilding of farm infrastructure** – allow reconstruction of farm buildings and other structures as exempt development following natural disaster, where constructed to same size and contemporary building standards
- **stock containment areas** – update and rationalise existing planning controls to reflect current practice, and ensure stock containment areas used temporarily, such as during drought, do not impact negatively on surrounding uses
- **farm dams** – clarify terminology used in the planning system and provide a consistent approval process across the state
- **biosecurity for poultry farms and pig farms** – update development standards to align with separation distances required under biosecurity standards
- **setbacks for rural dwellings** – review controls that allow dwellings on rural lots as complying development to ensure there is sufficient separation from adjacent primary production enterprises
- **recreational beekeeping** – providing an exempt development pathway for recreational beekeeping to improve certainty.



Part 2 – Context

2.1 Background

With changes in markets, diminishing wholesale returns from traditional agricultural production and the seasonal nature of many agricultural industries, some traditional farms can no longer remain viable by simply producing food or fibre for wholesale markets. The planning system seeks to protect agricultural land and secure it as a resource for food production for future generations. There is scope for the planning framework to better support farmers' ability to innovate and diversify from purely primary production to other forms of value adding or complementary agribusiness.

Agritourism involves visiting a farm or food related business for enjoyment and education or to participate in activities and events. Agritourism is a growing sector of both the Australian and NSW economies, worth more than \$2 billion in NSW in 2014–15¹ and is expected to be worth \$18.6 billion in Australia by 2030, up from \$10.8 billion in 2018.² In 2019, Australians took 4.7 million trips to a farmgate, winery, brewery or distillery in a regional destination.³

Farmers are increasingly seeking options to diversify their income stream or value-add to their core agricultural business to make it more resilient, profitable and attractive to a new generation of farmers. The current regulatory and land use planning framework for these options can be complicated, costly and challenging for farmers to navigate.

Certainty, confidence and consistency in the planning framework will support investment in agritourism. A robust and flexible land use planning framework can provide strategic direction and a streamlined and efficient process for facilitating land uses that supplement agricultural industries.

In addition to agritourism, the department has identified other changes that could be made to reduce red tape and make it easier to use for farmers, particularly those running small-scale operations.

The NSW Government is committed to supporting economic development and job creation for NSW farms through a range of initiatives including simplifying land use definitions and development approval processes.

The proposed changes outlined below recognise the significance of agricultural industries and seek to:

- support investment in farms seeking supplementary incomes through other uses on the land
- facilitate a simple and streamlined approach to gaining approval for uses supplementary to primary production
- support farmers during times of hardship and following disaster events
- reduce land use conflict.

¹ NSW Department of Primary Industries, *NSW Agribusiness Positioned for prosperity*, Deloitte Access Economics report for the NSW Department of Primary Industries, July 2019,

https://www.dpi.nsw.gov.au/_data/assets/pdf_file/0009/691191/Positioned-for-prosperity_final.pdf.

² CSIRO, *Growth opportunities for Australian food and agribusiness: Economic analysis and market sizing*, 2019, <https://www.csiro.au/en/Do-business/Futures/Reports/Ag-and-Food/Opportunities-for-Food-and-Agribusiness>.

³ Tourism Research Australia, *Wineries, Breweries, Distilleries, Farmgates*, Headline Stats for 2019.

2.2 Consultation and collaboration

2.2.1 Making Business Easier

The NSW Small Business Commission in collaboration with Service NSW has undertaken a program to help farmers diversify as part of the NSW Government's *Making Business Easier* program. Diversification is especially important in times of drought where land typically reserved for productive use is unable to generate enough income through its primary activities. It also supports the continued sustainability of agriculture in rural areas.

The department has worked with the commission to identify simplified pathways to establish low impact agritourism businesses on farms, including farm stay accommodation, farm tours, roadside stalls, farm events and retail on farms. This work aligns with the department's commitment to reduce red tape and make the planning system easy to use.

What is 'agritourism'?

'Agritourism' is a tourism-related experience or product that connects agricultural products, people or places with visitors on a farm or rural land for enjoyment, education, or to participate in activities and events.

Agritourism activities include direct shopfront outlets with produce tastings, regional markets, farm and winery tours, cooking classes, food and wine festivals, farm stays, restaurants sourcing local produce, self-picking experiences and farm gate sales. The term also covers farm-stay, camping and other on-farm accommodation, farm tours and activities, and events based on farms for their scenic quality, such as weddings.

More broadly, agritourism allows regional economies to showcase what's special about the region, its unique growing conditions and natural resources and provides a visitor draw card from which other regional tourism businesses and experiences can benefit.

Service NSW has conducted research that identified challenges in the current planning regime for aspirational agri-entrepreneurs.⁴ Many regional businesses have experienced difficulties in setting up agritourism businesses as:

- there is a lack of guidance to understand the planning approvals required
- it can be costly and time consuming to obtain approval
- some requirements have not kept up with contemporary practices
- some existing land use definitions and standards are inappropriate for the proposed use.

There is also variability in how the planning system is applied across NSW. This variation often relates to historical land use planning approaches and is not necessarily justified by regional differences or reflective of modern agricultural businesses.

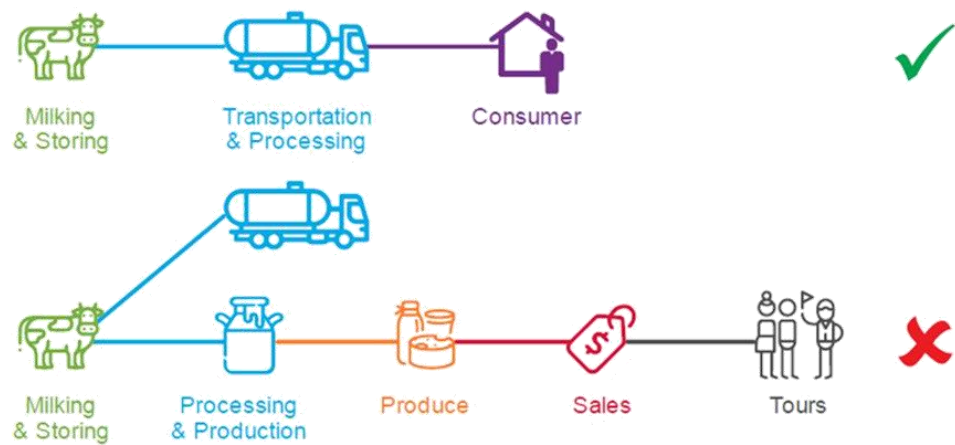
Figure 1 illustrates the variation between the permissibility of a traditional supply chain compared with agritourism activities, approval for which may vary for land with the same zoning in adjoining local government areas.

For example, two farmers can have cows, milk the cows and send the milk off site for processing, as intensive livestock agriculture is permitted. However, if they want to turn some milk into cheese, sell it on the property and provide tours, there may be different local environmental planning controls in place, which mean different rules apply to each farmer. On one side of the fence the farmer may be able to undertake the additional activities, but these may not be permitted on the other side because of local regulations. The activities could also be categorised, in planning terms,

⁴ Service NSW and NSW Small Business Commissioner, *Starting and running an agritourism business: Farmers' experiences and needs*, December 2019.

as covering a range of different uses including retail, artisan food and drink, light industry, eco-tourism, and information and education premises.

Figure 1 - Traditional supply chain compared with agritourism activities



Part 3 – Proposed amendments

3.1 Overview

The department is proposing amendments to existing controls within the planning system to facilitate more agritourism and small-scale agricultural developments, while balancing the need for individual councils to respond to different environmental and development settings.

The proposed changes include:

1. **Farm stay accommodation:** amending the existing definition for farm stay accommodation in the Standard Instrument LEP Order
2. **New land use terms:** introducing two new land use terms for farm gate activities and farm events in the Standard Instrument LEP Order. Including the new term in the Standard Instrument LEP Order will automatically introduce the term into all Standard Instrument LEPs
3. **New optional LEP clauses** - introducing new optional clauses for farm stay accommodation and farm gate activities that councils can apply where a development application is required
4. **New approval pathways** - providing exempt and complying development approval pathways in the Codes SEPP for agritourism activities where certain development standards are met
5. **Small-scale processing plants** - allowing the establishment of small-scale processing plants as complying development for meat, dairy and honey where certain development standards are met
6. **Rebuilding of farm infrastructure** - allowing the reconstruction of farm buildings and other structures as exempt development following natural disaster, where constructed to the same size and contemporary building standards including the Building Code of Australia and relevant Australian Standards.
7. **Stock containment lots** - updating and rationalising existing controls for stock containment lots to reflect current practice, and ensuring stock containment areas used temporarily, such as during drought, do not impact negatively on surrounding uses.
8. **Farm dams** - clarify terminology used in the planning system and provide a consistent approval process across the state
9. **Biosecurity** - updating development standards for poultry farms and pig farms to align with separation distances required under biosecurity standards
10. **Rural dwelling setbacks** - updating controls that allow dwellings on rural lots as complying development to ensure enough separation from adjacent primary production enterprises.
11. **Recreational beekeeping** – providing exempt development pathway for recreational beekeeping to improve certainty

These changes will allow small-scale agritourism development and other small-scale agricultural activities to occur on land where the primary use of the land is agriculture. Recognising the seasonal nature of some agricultural uses of land and the variability of the Australian climate, the proposals will also allow agritourism activities on farms that are not currently producing for reasons outside the landowner's control such as prolonged drought. The changes are not intended to enable hobby farmers or other recreational farmers to establish agritourism businesses.

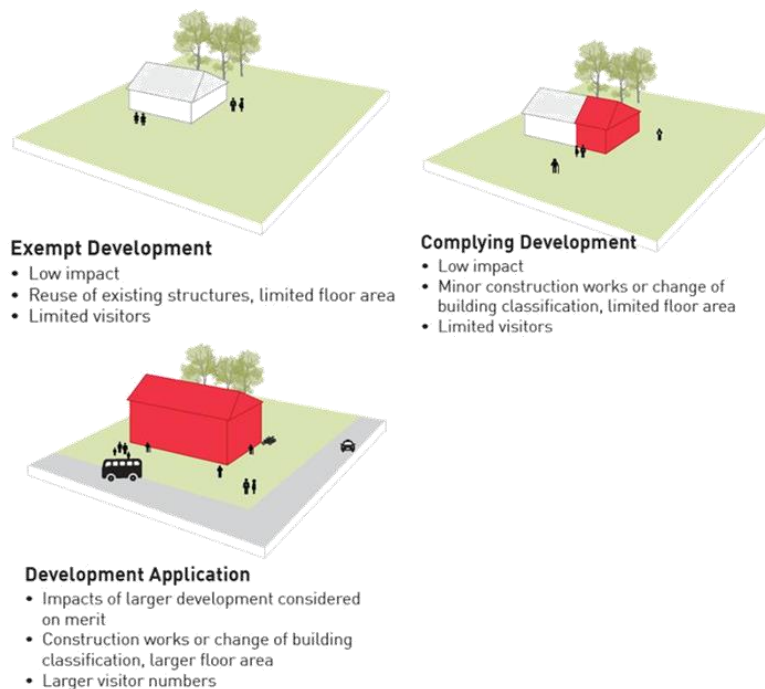
3.1.1 Simplified planning pathways

As illustrated in Figure 2 below, exempt development is minor, low impact development that can be undertaken without the need for planning or building approval if the work complies with specified development standards. Complying development is a combined planning and construction

approval for straightforward development that can be determined through a fast track assessment by a local council or a registered certifier. Complying development must also meet specified development standards.

Some councils have already simplified their planning requirements at a local level. The new exempt and complying development will allow more activities and development of low environmental impact on farms to gain planning approval quickly across NSW. Proposed new development standards will ensure development is at a scale appropriate for the agritourism or agricultural activity with minimal impacts on the surrounding land and amenity. Where these standards cannot be met, a landowner can lodge a development application with the local council.

Figure 2 - Illustration of development approval pathway thresholds (indicative only)



3.2 Farm stay accommodation

A key aspect of an agritourism business is the provision of on farm accommodation. It is also critical to the tourism industry in some regions. On farm accommodation:

- encourages tourism to locations that cannot be reached by day trip from major centres
- encourages longer stays
- can utilise existing assets – such as farm workers' accommodation or large homesteads
- can provide ancillary income for a business – particularly where the business is seasonal or affected by weather conditions
- allows visitors to understand and engage with the area in greater depth than can be offered by day visits. It is often coupled with activities within the property
- facilitates recreation, entertainment and/or educational experiences to visitors
- supports increased awareness of agriculture and an improved connection between food

production and consumption.

Current Definition (Standard Instrument LEP)

'farm stay accommodation' means a building or place that provides temporary or short-term accommodation to paying guests on a working farm as a secondary business to primary production.

3.2.1 Proposed amendments

The changes propose to amend the existing definition of farm stay accommodation to recognise that farming activities may fluctuate seasonally (particularly during periods of drought) and to broaden the use to include camping.

To ensure farm stay accommodation remains a low impact use, an optional clause is proposed that councils can choose to adopt, with development standards councils can tailor to suit local conditions.

Exempt and complying development pathways have been developed to allow some building works, the change of use of existing buildings to farm stay accommodation and some camping opportunities without the need for a development application as long as the development standards are met.

3.2.1.1 Proposed definition

It is proposed to amend the existing definition of farm stay accommodation in the Standard Instrument LEP Order to:

- remove the references to working farm and secondary business as these requirements are restrictive for farms that operate on a seasonal basis and are not typically planning considerations
- replace these references with a requirement that the existing principal use of the land must be the production of agricultural/primary production goods for commercial purposes to ensure a farm stay supplements an existing commercial farming business
- enable farm stay accommodation on a farm that is currently not producing goods because of drought or similar events outside the landowner's control
- include accommodation in a building and camping (camping is currently not included under farm stay accommodation). It is proposed to amend the definitions of camping ground and caravan park to exclude tents, campervans and caravans erected on land for the purposes of farm stay accommodation. This is intended to facilitate small-scale camping being undertaken on a farm as exempt development (described below).

Amending the definitions in the Standard Instrument LEP Order will amend the definitions in all Standard Instrument LEPs.

3.2.1.2 Permissibility

Farm stay accommodation will continue to be permissible with consent wherever councils currently identify it as permissible with consent in their LEPs.

3.2.1.3 Approval Pathways

The proposed approval pathways for farm stay accommodation are exempt development, complying development and lodging a development application. The approval pathway will depend on the type of development proposed, as shown in Table 1.

Table 1 - Summary of proposed approval pathways for farm stay accommodation

| Approval pathway | Proposed development | Approval required |
|-------------------------|--|---|
| Exempt development | <ul style="list-style-type: none"> Change of use of an existing dwelling or part of a dwelling Use of land for farm stay accommodation in tents, caravans or similar | No planning or building approval required if specified development standards are met |
| Complying development | <ul style="list-style-type: none"> Change of use of an existing building or manufactured home Erection, alteration or addition to a building or manufactured home | A fast-tracked approval can be issued by the local council or a registered certifier if specified development standards are met |
| Development application | <ul style="list-style-type: none"> Any proposal that does not satisfy the requirements for exempt and complying development | The local council will undertake a merit assessment of the proposal and issue a development consent if approved |

Further details about these proposed approval pathways and the proposed development standards for each pathway are explained below.

Exempt development

Change of use of an existing dwelling or part of a dwelling

It is proposed to allow the change of use of an existing dwelling or part of a dwelling (including rural workers dwelling and secondary dwellings) on rural zoned land as exempt development for the purpose of farm stay accommodation where it has been lawfully constructed and introduce the following development standards:

Maximum guests

- allow up to two persons aged over 12 per bedroom

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Use of land for farm stay accommodation

It is proposed to allow the use of land for farm stay accommodation as exempt development where visitors reside in tents, caravans, campervans or other similar portable and light weight temporary shelters on rural zoned land and introduce the following development standards:

Operational requirements

- the use must be permissible with consent under council's local environmental plan
- allow up to 20 persons in any tents, caravans, campervans or other similar portable and light weight temporary shelters at any one time on the landholding for up to 14 days
- unoccupied caravans, campervans and tents are not to remain on the land after 24 hours

Location and size

- a tent must not be installed closer than 6 metres to any building, caravan, annexe or campervan or closer than 3 metres to any other tent
- the development cannot occur on land that is significantly contaminated land within the meaning of the *Contaminated Land Management Act 1997*
- the development cannot occur on land that is bush fire prone land

Setbacks

- the minimum following setbacks from any adjoining established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres
 or 250 metres from the boundary with the other use, whichever is greater
- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm accommodation may have the same setback
- a setback of 100 metres from any waterway

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed
- if human waste storage devices are proposed, these devices must not be emptied on sites without reticulated sewerage.

Complying development**Change of use of an existing building or manufactured home**

It is proposed to enable a change of use of an existing building or manufactured home to farm stay accommodation on rural zoned land as complying development under the Codes SEPP. The following development standards are proposed:

Use, number of buildings and size

- the current use must be a lawful use
- maximum one dwelling per 15 hectares, to a maximum of six dwellings on a landholding
- the new use must not be carried out at premises that are a moveable dwelling or associated structure (except for a manufactured home), temporary structure, or tent
- maximum floor area of the development must be 60 square metres

Bush fire prone land and flood control lots

- the development must comply with the flood control lots requirements in the Codes SEPP (clause 3D.7) if the building is on this type of land
- the development must not be a type that requires a bush fire safety authority under section 100B of the *Rural Fires Act 1997* because it is on bushfire prone land.

Setbacks

- the minimum setbacks from any adjoining established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres

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- other intensive livestock agriculture – 500 metres
- intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres

or 250 metres from the boundary with the other use, whichever is greater

- if an existing dwelling has a setback from another use that is less than these setbacks or is less than 250 metres from the boundary, the farm stay accommodation may have the same setback

Services

- if water supply or sewerage services (or both) is to be provided by a water utility, the applicant must obtain written advice that specifies the works or other requirements to be completed from the relevant water utility

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Note: Farm stay accommodation is a type of 'tourist and visitor accommodation' under the SI LEP Order. Under the *Rural Fires Act 1997*, development for the purpose of tourist accommodation cannot be undertaken as complying development on bush fire prone land.

Erection, alteration or addition to a building or manufactured home

It is proposed to enable the **erection, alteration or addition to a building or manufactured home** as complying development on rural zoned land to be used for farm stay accommodation. The following development standards are proposed:

Use, location and size

- any structure constructed or converted for the purpose of farm stay accommodation cannot be used as a dwelling without consent
- the erection of a new building or manufactured home for farm stay accommodation must be within 300 metres of the existing dwelling
- maximum height of 6 metres
- for a new building or manufactured home, a maximum floor area that is the greater of the standard in the relevant LEP or 60 square metres
- maximum one dwelling per 15 hectares, to a maximum of six dwellings on a landholding
- the development cannot occur on land that is significantly contaminated land within the meaning of the *Contaminated Land Management Act 1997*

Setbacks

- side setback of the existing dwelling on the land or 200 metres, whichever is less
- the minimum following setbacks from any adjoining established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres

or 250 metres from the boundary with the other use, whichever is greater

- if an existing dwelling has a setback from the other use that is less than these setbacks or is less than 250 metres from the boundary, the farm stay accommodation may have the same setback

Services

- the development cannot occur on unsewered land to which *State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011* applies, if that development will result in an increase to the number of bedrooms on the site or in a site disturbance area of more than 250 square metres or in any other drinking water catchment identified in any other environmental planning instrument

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Development application

Where a proposal for farm stay accommodation does not satisfy the requirements for exempt or complying development, a development application can be lodged with the local council. To appropriately consider the impact of farm stay accommodation where development consent is required, an optional clause is proposed that councils can choose to include in their LEPs which:

- includes objectives to:
 - allow for small scale tourism and commercial uses that complement the agricultural use of the land
 - balance the impacts of tourism and commercial uses on the environment, infrastructure and adjoining land uses
- provides the following requirements for farm stay accommodation:
 - allow the number of people accommodated in any buildings/manufactured homes to be three times the number of bedrooms permitted under clause 5.4(5) of the council's LEP, or the number the council specifies in its LEP
 - allow the number of persons in any tents, caravans, campervans or other similar portable and light weight temporary shelters on the landholding to be 20 at any one time for up to 14 days
 - require the maximum floor area of any new building to be 75 square metres or the number the council specifies in its LEP (which must be not more than 75 square metres).

It is also proposed to amend clause 2.6 of the Standard Instrument LEP Order to prevent the creation of a dwelling entitlement in relation to farm stay accommodation. This is intended to preclude the fragmentation of prime agricultural land.

3.2.2 Farm stay accommodation - consultation questions

1. Are the proposed setbacks to pig farms, other intensive livestock, forestry and mines for exempt and complying development appropriate?
2. Where a development application is required, should farm stay accommodation be permitted only on land that benefits from a dwelling entitlement?
3. For complying development, should there be a requirement that a new building or manufactured home for farm stay accommodation be within 300 metres (or some other distance) from the existing dwelling house to enable clustering together of sensitive land uses?

4. Should there be different development standards for farm stay accommodation based on land size or location (such as whether the land is inland or east of Great Dividing Range)? If yes, please provide your suggestions and reasons.



Photo courtesy of Smith and Tzannes Architecture and Urban Planning

3.3 Farm gate activities

Farm gate is a common term used where value is added to a farm's produce and there is an interaction with the farm by the purchaser of the goods. Farm gate activities may include appropriate infrastructure to enable on-farm dining or entertainment.

Farm gate activities are in keeping with the surrounding agricultural landscape, community and region. These activities can also protect farming from encroachment by non-agricultural or conflicting uses by strengthening the value of the agricultural activity itself.

Landholders are generally unable to process and sell retail products produced on a farm under existing planning requirements.

The proposed changes will make it easier for farmers to gain approval and establish businesses associated with their agricultural production activity. Farm gate activities vary significantly, from selling apple pie on a farm where the apples are grown on the property, to developing a cidery on a farm which uses ingredients predominantly grown in the surrounding area.

It is proposed to introduce a new land use term 'farm gate activities' into the Standard Instrument LEP Order to provide greater opportunities for landowners to showcase the agricultural produce from their land or the surrounding area through retail sales, a small restaurant or café, or tastings and workshops.

To ensure farm gate activities remain low intensity uses, an optional clause is proposed that councils can choose to adopt and tailor to suit local conditions.

Exempt and complying development pathways have also been developed to allow streamlined approval pathways for farm gate activities on certain land. This will allow some building works as complying development, changing the use of existing buildings to farm gate activities and erecting a roadside stall as exempt development.

3.3.1 Proposed amendments

3.3.1.1 Proposed definition

It is proposed to introduce a new land use term in the Standard Instrument LEP Order for farm gate activities which includes:

- a. the processing, packaging and sale of agricultural produce, or
- b. a restaurant or café, or
- c. facilities for the holding of tastings, workshops or providing information or education to visitors

for agricultural produce grown on the farm or predominantly grown in the surrounding area.

The proposed definition will make it clear that the principal use of the land must be the production of agricultural goods for commercial purposes. The proposed new term will also enable farm gate activities where the farm is currently not producing goods because of drought or similar events outside the landowner's control.

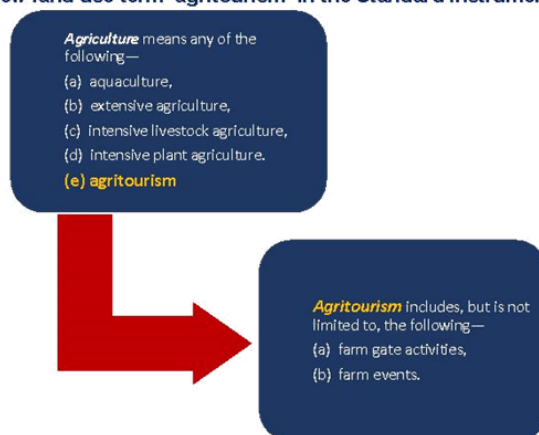
3.3.1.2 Permissibility

It is proposed to create a new land use term 'agritourism' in the Standard Instrument LEP Order and farm gate activities will be a subset of this new term. It is further proposed that 'agritourism' will be a subset of the existing land use term 'agriculture'.

Additional proposals include existing terms in the Standards Instrument LEP Order, 'roadside stall' and 'cellar door premises', to become subsets of the new 'farm gate activities' term.

These changes mean that farm gate activities will initially be permissible in all LEPs wherever 'agriculture' is currently permissible. Councils can then permit farm gate activities in additional zones, such as zones in which existing land uses, e.g. roadside stalls, are currently permitted. Roadside stalls and cellar door premises will continue to be permissible where they are currently permitted, as well as being permitted wherever 'agriculture' is permissible.

Figure 3 - Proposed new land use term 'agritourism' in the Standard Instrument LEP Order



Note: This is indicative only and subject to change in response to feedback received during exhibition

3.3.1.3 Approval pathways

The proposed approval pathways for farm gate activities are exempt development, complying development and lodging a development application. The approval pathway will depend on the type of development proposed, as shown in Table 2.

Agritourism and small-scale agriculture development

Table 2 - Summary of proposed approval pathways for farm gate activities

| Approval pathway | Proposed development | Approval required |
|-------------------------|--|---|
| Exempt development | <ul style="list-style-type: none"> Use of land for farm gate activities Change of use to a roadside stall Erection of a roadside stall | No planning or building approval required if specified development standards are met |
| Complying development | <ul style="list-style-type: none"> Change of use of an existing building Erection, alteration or addition to a building for a farm gate activity | A fast-tracked approval can be issued by the local council or a registered certifier if specified development standards are met |
| Development application | <ul style="list-style-type: none"> Any proposal that does not satisfy the requirements for exempt and complying development | The local council will undertake a merit assessment of the proposal and issue a development consent if approved |

Further detail about these proposed approval pathways and the proposed development standards for each pathway are explained below.

Exempt development**Use of land for farm gate activities**

It is proposed to allow the use of land for farm gate activities on rural zoned land as exempt development and introduce the following development standards:

Operational requirements

- the development must not involve a change of building use
- standard hours of operation to apply – 7.00 am to 7.00 pm Monday to Saturday and 9.00 am to 6.00 pm on a Sunday or a public holiday

Setbacks

- the minimum setbacks from any neighbouring established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres
 or 250 metres from the boundary with the other use, whichever is greater
- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm gate activity may have the same setback

Site location and access

- where development utilises an existing access point to a road, that access point is to have a clear sight distance of 250 metres to an approaching vehicle along the major road or comply with the sight distance requirements of Austroads Guide to Road Design Part 3, Table 5.5
- the development cannot be carried out on land in bush fire attack level-40 or the flame zone

Maximum guests

- maximum number of guests is 50 at any one time

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Change of use to a roadside stall

It is proposed to allow a change of use to a roadside stall on rural-zoned land as exempt development subject to the existing development standards in clause 2.20B of the Codes SEPP (roadside stalls are currently excluded from these provisions), which include preventing an increase in gross floor area of the building, compliance with existing conditions of development consent relating to hours of operation, noise, car parking, waste management, etc.

Erection of a roadside stall

It is proposed to allow the erection of a roadside stall on rural zoned land as exempt development and introduce the following development standards:

Building use, location and size

- the use must be permissible with consent under council's local environmental plan
- maximum footprint 8 square metres
- the development must be located on private property
- the development must not be located adjacent to a classified road

Site access and parking

- development must use an existing access point to a road and this access is to have a clear sight distance of 250 metres to an approaching vehicle along the road or comply with the sight distance requirements of Austroads Part 3, Table 5.5.
- any parking accommodated on the verge:
 - must be at least 3 metres from any carriageway
 - the verge must be graded
- if parking is not provided on the verge, it must be provided within the boundary of the property and cars must be able to access and leave the property in a forward direction
- maximum one roadside stall per land holding

Waste Management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Note: Approval from the roads authority is required for any new access driveway.

Complying development**Change of use of an existing building**

It is proposed to allow the **change of use of an existing building** to a farm gate activity premises on rural zoned land as complying development and introduce the following development standards:

Use, location and size

- the current use must be a lawful use
- the new use must not be carried out at premises that are a manufactured home, moveable dwelling or associated structure, temporary structure, tent
- maximum 200 square metre footprint for each building and 500 square metre footprint for all buildings used for farm gate activities and farm events

Maximum guests

- maximum number of guests is 50 at any one time

Setbacks

- the minimum following setbacks from any adjoining established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres
 or 250 metres from the boundary with the other use, whichever is greater
- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm gate activity may have the same setback
- setback at least 50 metres from any other fence or otherwise marked property boundary

Services

- if water supply or sewerage services (or both) is to be provided by a water utility, the applicant must obtain written advice that specifies the works or other requirements to be completed from the relevant water utility

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Erection, alteration or addition to a building for a farm gate activity

It is proposed to allow the erection, alteration or addition to a building for a farm gate activity on rural zoned land as complying development and introduce the following development standards:

Building location and size

- maximum 200 square metres for each building and 500 square metre footprint for all buildings used for farm gate activities and farm events provide that a road setback is not required for structures with a floor area less than 12 square metres and height up to 3.5 metres and which are for the sale of goods or produce (roadside stalls)
- maximum height:
 - 7 metres for landholding 4000 square meters to 10 hectares
 - 10 metres for landholding greater than 10 hectares
- the development cannot occur on land that is significantly contaminated land within the meaning of the *Contaminated Land Management Act 1997*

Maximum guests

- maximum number of guests is 50 at any one time

Setbacks

- the minimum following setbacks from any neighbouring established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres

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or 250 metres from the boundary with the other use, whichever is greater

- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm gate activity may have the same setback
- setback at least 50 metres from any other fence or otherwise marked property boundary

Services

- the development cannot occur on unsewered land in the Sydney drinking water catchment if it will cause a site disturbance area of more than 250 square metres, or in any other drinking water catchment identified in an environmental planning instrument

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Development application

Where a proposal for farm stay accommodation does not satisfy the requirements for exempt or complying development, a development application can be lodged with the local council. To appropriately consider the impact of farm gate activities where development consent is required, an optional clause that councils can adopt in their LEPs is proposed which will:

- introduce objectives:
 - to allow for small scale tourism and commercial uses that complement the agricultural use of the land
 - to balance the impacts of tourism and commercial uses on the environment, infrastructure and adjoining land uses
- introduce the following standards:
 - a. the gross floor area must not exceed 200 square metres or the number the council specifies in its LEP (which must be not less than 200 square metres)
 - b. the maximum number of people is not to exceed 50 at any one time or the number the council specifies in its LEP (which must be not less than 50)
 - c. despite a., if a structure is a roadside stall, the maximum floor area must not exceed 8 square metres or the number the council specifies in its LEP (which must be not less than 8 square metres).

3.3.2 Farm gate activities - consultation questions

5. How far do you think a roadside stall should be setback from the road?
6. What additional standards should be included for the exempt and complying development pathways for farm gate activities, if any?



Photo courtesy of Smith and Tzannes Architecture and Urban Planning

3.4 Farm events

The ability to hold rural events can allow farmers to diversify and value add to their agricultural business. In addition to the direct benefits to agricultural business, rural events can have a far-reaching supply chain benefit to the surrounding economy. For example, if a farm can host a wedding, beyond just the hiring of a venue on a farm, the event can result in hiring of local accommodation services, engagement of event services (such as photographers, stylists and transport), food and drink services, supporting services (gift shops, child minding) and facilities services (party hire, mobile toilet hire etc).

There are limited land use terms in the planning system that enable rural events. Applicants can rely on the definition in the Standard Instrument LEP Order for 'function centre' or use the temporary use of land clause in the Standard Instrument LEP Order (clause 2.8) to seek development consent. Including a definition for events on farms will provide greater certainty around where such development can take place.

It is proposed to introduce a new land use term 'farm events' into the Standard Instrument LEP Order to allow events, tours, functions and conferences on land used for agriculture.

The proposed definition will also enable farm events on a commercial farm that is currently not producing goods because of drought or similar events outside the landowner's control.

Exempt and complying development pathways have been developed to allow streamlined approvals for low scale, low impact farm events. The exempt development pathway will only be available for a limited number and scale of events per year and certain development standards must be met. Complying development pathways will allow some building works and a change of use of existing buildings for farm events.

3.4.1 Proposed amendments

3.4.1.1 Proposed definition

It is proposed to introduce a new land use term in the Standard Instrument LEP Order to permit events, tours, functions, conferences, fruit picking, horse riding and other similar experiences on land for which the principal use of the land is the production of agricultural goods for commercial purposes. The definition will also enable farm events on a commercial farm that is currently not producing goods because of drought or similar events outside the landowner's control.

3.4.1.2 Permissibility

It is proposed to create a new land use term 'agritourism' in the Standard Instrument LEP Order and farm events will be a subset of this new term. It is further proposed that 'agritourism' will be a subset of the existing land use term 'agriculture' – see diagram at section 3.3.1.2 Permissibility.

These changes mean that initially, farm events will be permissible in all local environmental plans wherever 'agriculture' is currently permissible. Councils can then permit farm events in any additional zones.

3.4.1.3 Approval pathways

The proposed approval pathways for farm events are exempt development, complying development and lodging a development application. The approval pathway will depend on the type of development proposed, as shown in Table 3.

Table 3 - Summary of proposed approval pathways for farm events

| Approval pathway | Proposed development | Approval required |
|-------------------------|---|---|
| Exempt development | <ul style="list-style-type: none"> Use of rural zoned land for farm events | No planning or building approval required if specified development standards are met |
| Complying development | <ul style="list-style-type: none"> Change of use of an existing building to farm event premises Erection, alteration or addition to a farm event building | A fast-tracked approval can be issued by the local council or a registered certifier if specified development standards are met |
| Development application | <ul style="list-style-type: none"> Any proposal that does not satisfy the requirements for exempt and complying development | The local council will undertake a merit assessment of the proposal and issue a development consent if approved |

Further detail about these proposed approval pathways and the proposed development standards for each pathway are explained below.

Exempt development

Use of rural zoned land

It is proposed to allow the use of rural zoned land for a farm event that does not involve manufacturing food or drink as exempt development and introduce the following development standards:

Operational requirements

- the development must not involve a change of building use
- events must only take place during the following times:

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- 7.30 am to 11.00 pm on Monday, Tuesday, Wednesday or Thursday
- 7.30 am to 12.00 am on Friday or Saturday
- 8.00 am to 8.00 pm on Sunday
- maximum number of guests and event days per year:
 - 52 event days per year and up to 30 guests per event, or
 - 10 event days per year and up to 50 guests per event
- the event holder is to notify neighbours of an event at least one week before holding the event

Setbacks

- the minimum setbacks from any neighbouring established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres
 or 250 metres from the boundary with the other use, whichever is greater
- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm accommodation gate activity may have the same setback
- setback at least 50m from any other fence or otherwise marked property boundary
- events that have amplified music or voices, must be located at least 1,000 metres from the nearest existing dwelling house and any building which houses animals including stables, stock yards and poultry sheds, on an adjoining property

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

Complying development**Change of use of an existing building to farm event premises**

It is proposed to allow a change of use of an existing building to farm event premises on rural zoned land as complying development and introduce the following development standards:

Operational requirements

- the current use must be a lawful use
- the new use must not be carried out at premises that are a manufactured home, moveable dwelling or associated structure, temporary structure, tent
- events must only take place during the following times:
 - 7.30 am to 11.00 pm on Monday, Tuesday, Wednesday or Thursday
 - 7.30 am to 12.00 am on Friday or Saturday
 - 8.00 am to 8.00 pm on Sunday
- maximum number of guests and event days per year:
 - 52 event days per year and up to 30 guests per event, or
 - 10 event days per year and up to 50 guests per event

Use, location and size

- maximum 200 square metres for each building and 500 square metre footprint for all buildings used for farm gate activities and farm events

Setbacks

- the minimum setbacks from any neighbouring established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres
 or 250 metres from the boundary with the other use, whichever is greater
- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm event may have the same setback
- setback at least 50 metres from any other fence or otherwise marked property boundary

Services

- if water supply or sewerage services (or both) is to be provided by a water utility, the applicant must obtain written advice that specifies the works or other requirements to be completed from the relevant water utility

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed

Erection, alteration or addition to a farm event building

It is proposed to allow the erection, alteration or addition to a building that is to be used for a farm event on rural zoned land as complying development and introduce the following development standards:

Operational requirements

- maximum number of guests and event days per year:
 - 52 event days per year and up to 30 guests per event, or
 - 10 event days per year and up to 50 guests per event
- events must only take place during the following times:
 - 7.30 am to 11.00 pm on Monday, Tuesday, Wednesday or Thursday
 - 7.30 am to 12.00 am on Friday or Saturday
 - 8.00 am to 8.00 pm on Sunday
- the event holder is to notify neighbours of an event at least one week before holding the event

Building location and size

- maximum footprint of 200 square metres for each building and 500 square metres for all buildings used for farm gate activities and farm events
- maximum height:
 - 7 metres for landholding 4000 square metres to 10 hectares
 - 10 metres for landholding greater than 10 hectares

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- the development cannot occur on land that is significantly contaminated land within the meaning of the *Contaminated Land Management Act 1997*

Setbacks

- the minimum following setbacks from any neighbouring established or proposed:
 - pig farm, feedlot or poultry farm – 1,000 metres
 - other intensive livestock agriculture – 500 metres
 - intensive plant agriculture, forestry, mines and extractive industries, railway lines and rural industries – 250 metres
 or 250 metres from the boundary with the other use, whichever is greater
- if any existing dwelling has a setback from the other use that is less than these setbacks, or is less than 250 metres from the boundary, the farm event may have the same setback
- setback at least 50 metres from any other fence or otherwise marked property boundary

Services

- the development cannot occur on unsewered land in the Sydney water catchment if it will cause a site disturbance area of more than 250 square metres, or in any other drinking water catchment identified in an environmental planning instrument

Waste management

- waste generated must be managed on the site and then disposed of at a waste management facility including the recycling of all recyclables
- putrescible and organic waste may only be disposed of on-site if disposed in a managed composting system where odours and other pollutants are controlled and or managed.

3.4.2 Farm events - consultation questions

- The proposed maximum number of people and events per day for exempt and complying development are:
 - 52 event days per year and up to 30 guests per event, or
 - 10 event days per year and up to 50 guests per event
 Are these appropriate?
- What events, if any, do you think should be excluded from the definition of farm events?
- Should changes be made to the planning system to facilitate destination weddings under a development application? If so, in which zones should destination weddings be permitted? Please provide reasons for your selection.
 - RU1
 - RU2
 - RU4 zones
 - Other zones (please specify)
- Should the department prepare a model clause for destination weddings which councils can choose to adopt?
- Is there any rural land or areas in which agritourism activities should not be permitted? If yes, why?



3.5 Additional proposed changes relating to agritourism

The following additional changes are proposed to apply existing standards to the agritourism activities and amend existing exempt development standards to better facilitate these activities.

3.5.1 Proposed amendments

Bush fire prone land: Apply existing complying development standards in the Codes SEPP for bush fire prone land to buildings used for farm activities or farm events as complying development.

Business identification signs: Amend clause 2.83 exempt development provisions of the Codes SEPP to allow business identification signs for farm stay accommodation, farm gate activities and farm events, limited to 4 per landholding and one sign every 2 kilometres.

Free standing signs: Amend the Codes SEPP to allow the construction of business identification signs as exempt development that are displayed on a free-standing structure, fixed to the fence adjacent the entry gate or the entry gate. Introduce the following development standards:

- a) the development must not result in more than 3 business identification signs of this type per property
- b) the development must be associated with a farm gate activity use, farm stay accommodation, or farm events use on the land
- c) the development must not be more than 2 metres above ground level (existing)
- d) each sign must not have an area greater than 2 square metres
- e) the development must be constructed and installed in accordance with Australian Standards:
 - i. AS/NZS 1170.0:2002, Structural design actions, Part 0: General principles
 - ii. AS/NZS 1170.2:2011, Structural design actions, Part 2: Wind actions
- f) only one sign may be illuminated and if illuminated must:
 - i. not be animated, flashing or moving
 - ii. comply with AS 4282-1997 Control of the obtrusive effects of outdoor lighting
- g) if the hours of operation of the business identified on the sign have been approved, operate during those hours, or if the hours of operation of the business identified on the sign have not been approved, operate between 7.00 am and 10.00 pm on any day

- h) a sign on rural zoned land advertising a roadside stall may only be located on the same landholding as the roadside stall.

Verandahs: Amend clause 2.12 of the Codes SEPP to allow decks, patios, pergolas, terraces and verandahs on the front of buildings in rural zones as exempt development if they are setback 50 metres from the road. This will allow farm gate businesses to provide an area for tastings.



3.6 Small-scale processing plants

Amendments to the Codes SEPP are proposed to allow small-scale processing plants associated with agricultural produce industries that process meat, honey and dairy as complying development. The provisions would use the definitions of livestock processing industries and agricultural produce industries contained in the Standard Instrument LEP.

3.6.1 Proposed development standards

Small-scale processing plants would be complying development with the following development standards:

- maximum throughput per annum of:
 - 3 million litres for dairy
 - 4,000 carcasses for pork
 - 1,000 lamb carcasses
 - 100 beef carcasses
 - 4,000 carcasses for poultry
 - 1,000 carcasses for other animals such as deer, kangaroo
- not be used for the processing of skins or wool of animals, or as knackereries, tanneries, woolscours or rendering plants
- must be setback a minimum of:
 - 100 metres from a natural waterbody or wetland
 - 500 metres from the nearest existing dwelling house other than the house located on the property
 - 5 kilometres from a residential zone

- no more than one per property.
- hours of operation 6am to 7pm Monday to Saturday, 8am to 5pm Sunday
- must be a minimum of 500 metres from another existing or proposed poultry or pig production facility.

Note: There are provisions in the EP&A Regulation (Schedule 3) that classify livestock processing industries and agricultural produce industries as designated development by certain locational criteria. Designated development cannot be complying development.

3.6.2 Small scale processing plants - consultation questions

12. Should any other agricultural produce industries be complying development? What standards should apply?
13. Is a maximum throughput of 1,000 carcasses per annum for other animals such as deer or kangaroo appropriate?
14. Should any additional standards be included?
15. Should the locational criteria that classify livestock processing industries as designated development be reviewed for small-scale processing plants to determine whether these plants could be approved:
 - a) as complying development?
 - b) through the standard DA process?

3.7 Rebuilding of farm infrastructure

This year, farming communities were impacted by unprecedented bushfires. A range of amendments were made to planning controls in January and February 2020 to help people affected by the bushfires such as allowing certain activities without planning approval including temporary accommodation, temporary portable offices, temporary storage, and demolition and repair of damaged buildings.

To further assist in efficient recovery following future events, amendments to the Codes SEPP are proposed to allow farm buildings that have been damaged or destroyed by a natural disaster event to be rebuilt as exempt development, if built to a contemporary standard and in the same location. This will benefit farmers that are unable to use the existing exempt development provisions to rebuild farm buildings because of requirements such as minimum setbacks from boundaries.

3.7.1 Proposed development standards

Reconstruction of farm buildings is exempt development with the following development standards:

- The structure must have been destroyed or significantly damaged in a natural disaster.
- The structure must be of the same building class under the BCA.
- The structure must have been a lawful structure.
- The structure must be built to current BCA standards.
- The new structure is to be located on the same building footprint as the former structure.
- The height of the new structure must not be greater than the structure that was lost due to a natural disaster.
- The new structure must comply with standards identified under the following provisions except for provisions relating to height and footprint. If it is:
 - a farm building (other than stock holding yards, grain silos, and grain bunkers) it must comply with clause 2.32 of the Codes SEPP
 - a stock holding yard it must comply with clause 2.32B of the Codes SEPP

- a grain silo or grain bunker it must comply with clause 2.32D, 2.32E, 2.32F of the Codes SEPP.

3.7.2 Rebuilding of farm infrastructure - consultation questions

16. Will these provisions sufficiently enable the rebuilding of buildings lost to natural disasters in the same location of the same size and form?
17. Should any additional standards be included?



3.8 Stock containment areas

These proposed amendments relate to the construction of stock containment areas to temporarily contain livestock to assist during and immediately after natural disasters, and for routine animal husbandry purposes:

- amendments to implement locational requirements for all stock containment areas in response to impacts some containment areas have had on waterways and the oyster industry
- amendments to simplify clauses 18(2) and (3) of the Primary Production and Rural Development SEPP and update them to reflect current practice
- currently the provisions for stock containment areas and feedlots are spread across the Primary Production and Rural Development SEPP and Standard Instrument LEP. To reduce complexity, options to locate these controls in one place are being explored.

Allow minor permanent infrastructure to be developed without consent for stock containment areas (to contain livestock temporarily, not permanently).

3.8.1 Proposed development standards

Development for the purpose of a stock containment area, or other feeding or housing arrangements, for any or a combination of the following purposes:

- to manage stock during or immediately following a drought, flood, fire or similar emergency
- for temporary agistment or housing; or
- for weaning, dipping, tagging, backgrounding or similar husbandry purposes may be carried out without development consent if:

- a) development for the purpose of agriculture may be carried out with or without development consent on the land
- b) there is currently an agriculture land use lawfully occurring on the land
- c) it is not located in an environmentally sensitive area
- d) it is not located within 100 metres of a natural watercourse
- e) it is not located within 500 metres of a residential zone or an adjoining dwelling that is not associated with the development.

3.8.2 Stock containment areas - consultation questions

- 18. What type of permanent infrastructure should be permitted for stock containment areas?
- 19. What type of permanent infrastructure should not be permitted for stock containment areas?

3.9 Farm dams

Farm dams are minor development that is essential for agricultural purposes to provide water for stock, fire protection and irrigation. In areas of NSW (near the Murray River) small farm dams are permitted without consent while in other areas they are considered 'water storage facilities' that often need consent.

There is some inconsistency in terminology used around farm dams in the Standard Instrument LEP, the PPRD SEPP, and the Environmental Planning and Assessment Regulation 2000 (EP&A Regulation).

Stakeholders have suggested the various planning terms and approval pathways that apply across the state could be consolidated to simplify the planning system.

3.9.1 Proposed amendments

Clarify terminology used in the SI LEP, PPRD SEPP and EP&A Regulation 2000 and consider providing a consistent approval process.

3.9.2 Farm dams - consultation questions

- 20. How could we simplify planning provisions for farm dams?

3.10 Biosecurity for poultry farms and pig farms

Currently, the standards for biosecurity for poultry farms and pig farms in the Standard Instrument LEP (clause 5.18) and PPRD SEPP are not in line with industry standards such as the Best Practice Management for Meat Chicken Production in NSW produced by the NSW Poultry Meat Industry Committee in conjunction with the Department of Primary Industries and other government agencies.

Amendments are proposed to better address biosecurity for poultry farms and pig farms. Biosecurity risks for poultry are negligible up to 10,000 birds, so it is proposed to raise the provisions allowing poultry farms to be developed without consent from 1,000 to 10,000 birds, subject to locational restrictions.

3.10.1 Proposed amendments

Clause 5.18 of the Standard Instrument LEP will be amended so that development consent is not required for poultry farms with less than 10,000 birds but only if they are not within:

- 1,000 metres of other poultry farms, or
- 5,000 metres of poultry farms used for the breeding of poultry
- If it is a poultry farm used for the breeding of poultry – 5,000 metres of a poultry farm.

Development consent is not required for pig farms with fewer than 20 breeding sows, or fewer than 200 pigs (of which fewer than 20 may be breeding sows) but only if they are not within 3,000 metres of another pig farm.

Other locational restrictions in clause 5.18 will remain. The PPRD SEPP will be amended to align with these changes.

3.10.2 Biosecurity for poultry and pig farms - consultation questions

21. Do the proposed provisions adequately provide for biosecurity between poultry farms and pig farms?
22. Should any additional standards be included?

3.11 Rural dwelling setbacks from intensive livestock agriculture

Currently, the Codes SEPP requires a setback of 250m for rural dwellings from a boundary with adjoining land being used for any of the following:

- (i) forestry
- (ii) intensive livestock agriculture
- (iii) intensive plant agriculture
- (iv) mines and extractive industries
- (v) railway lines
- (vi) rural industries.

There are concerns that these setbacks may not be large enough to minimise impacts from intensive livestock agriculture on new dwellings.

3.11.1 Proposed amendments

In addition to the existing setbacks from boundaries of properties being used for intensive livestock agriculture, the department proposes that rural dwellings have a setback of:

- 1,000 metres from any existing or proposed pig farm, feedlot or poultry farm
- 500 metres from any existing or proposed other intensive livestock agriculture development

The greater separation distance will apply. If these setbacks cannot be complied with, a development application will be required.

These changes to setbacks seek to reduce potential land use conflict without significantly reducing the ability for rural landowners to develop new houses as complying development.

3.11.2 Rural dwelling setbacks from intensive agriculture - consultation questions

23. Should the setbacks for rural dwellings be increased from its current requirement to be 250 metres from the boundary (when carried out as complying development)?
24. From which point should the setbacks be measured?
 - a) From the proposed or existing intensive agricultural use
 - b) From the property boundary shared with land used for intensive agriculture
 - c) A combination of the above



3.12 Recreational Beekeeping

Recreational beekeeping has grown in popularity in recent years, including in urban and metropolitan areas. It can be an interesting and rewarding hobby with minor impacts if managed appropriately.

While commercial beekeeping is defined as a form of extensive agriculture in the Standard Instrument LEP, recreational beekeeping is not defined. This has led to some confusion regarding whether development approval is needed for the activity.

In NSW, beekeepers who own honey bees for more than 3 months during a 12 month period, are required to hold a biosecurity registration under the *Biosecurity Act 2015*. The biosecurity registration requires information on the location, contact person and number of hives on a property and ensures that the Department of Primary Industries can effectively manage any disease outbreaks.

The proposed amendments will clarify that recreational beekeeping is exempt development and does not need planning approval if it complies with certain standards. These standards are in line with the NSW Beekeeping Code of Practice and are designed to avoid inappropriate development and minimise impacts related to such development.

3.12.1 Proposed amendments

Amendments are proposed to the Codes SEPP to permit recreational beekeeping as exempt development if certain development standards are met. Where the development standards cannot be met a development application would be required.

The development:

- Must not be used for a commercial purpose.
- Must not consist of more than:
 - 2 hives for lots up to 300m²,
 - 4 hives for lots 300m² to 1000m²,
 - 8 hives for lots above 1000m²,
 - no limit for lots in a rural zone.
- Must not contain any hive within 1m of any lot boundary, or within 3m of any boundary adjoining a public reserve, childcare centre, health services facility, educational establishment or community facility.
- Must be located in a rural, residential, or environmental zone.

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- If it is in a residential zone, be located in the rear yard.
- If it is located on bush fire prone land, not be within 5m of a dwelling.

Note: Beekeepers must also comply with the requirements of the *Biosecurity Act 2015*, the Australian Honey Bee Industry Biosecurity Code of Practice and the Beekeeping Code of Practice for NSW.

3.12.2 Recreational Beekeeping – Consultation Questions

25. Are the proposed development standards appropriate and are any additional standards needed?

Part 4 – Have your say

This EIE outlines proposed changes to the NSW Planning System to better support farming businesses and rural and regional areas. The department welcomes your feedback during public exhibition.

Your feedback will help us better understand the views of the community, which will then inform the preparation of the proposed changes to the planning framework.

The department will publish all individual submissions and an assessment report on all submissions received, shortly after the exhibition period has ended.

To view the EIE and supporting documents, and to make a submission online, please follow the steps below:

www.planningportal.nsw.gov.au/exhibition

- 1) Read our privacy statement and decide whether to include your personal information in your submission.
- 2) Fill in the online submission form. Your submission can either be typed or uploaded as a PDF and should include:
 - a. the name of the proposal (Agritourism and small-scale agriculture development: Proposed amendments to support farm businesses and regional economies)
 - b. a brief statement on whether you support or object to the proposal
 - c. the reason why you support or object to the proposal.
- 3) Ensure you disclose reportable political donations. Anyone lodging submissions must declare reportable political donations (including donations of \$1,000 or more) made in the previous two years.
- 4) Agree to our online statement and lodge your submission.

You may also lodge your submission via post by sending it to:

Executive Director
Local Government and Economic Policy
Department of Planning, Industry and Environment
Locked Bag 5022, Parramatta NSW 2124

In your submission, you are encouraged to respond to the consultation questions at the end of each proposal. Alternatively, you can respond to these questions via a survey on the department's website www.planning.nsw.gov.au.

All submissions will be made public in line with our objective to promote an open and transparent planning system. If you do not want your name published, please state this clearly at the top of your submission.

Call for expressions of interest from local councils

During exhibition of the EIE, councils are asked to consider whether they wish to adopt the new optional clauses for farm stay accommodation and farm gate activities and identify the zones in which they wish to allow the new farm events and farm gate activities. Councils who wish to make these changes to their LEPs are invited to provide an expression of interest and nominate a suitable contact(s) to liaise with the department about implementation.

Following exhibition, the department will work with councils that have submitted an expression of interest to facilitate amendments to their LEPs through an amending State environmental planning policy, saving the time and resources required to progress individual planning proposals.

To find out more, please visit www.planning.nsw.gov.au.

4.1 Consultation Questions

4.1.1 Farm stay accommodation

1. Are the proposed setbacks to pig farms, other intensive livestock, forestry and mines for exempt and complying development appropriate?
2. Where a development application is required, should farm stay accommodation be permitted only on land that benefits from a dwelling entitlement?
3. For complying development, should there be a requirement that a new building or manufactured home for farm stay accommodation be within 300 metres (or some other distance) from the existing dwelling house to enable clustering together of sensitive land uses?
4. Should there be different development standards for farm stay accommodation based on land size or location (such as whether the land is inland or east of Great Dividing Range)? If yes, please provide your suggestions and reasons.

4.1.2 Farm gate activities

5. How far do you think a roadside stall should be setback from the road?
6. What additional standards should be included for the exempt and complying development pathways for farm gate activities, if any?

4.1.3 Farm events

7. The proposed maximum number of people and events per day for exempt and complying development are:
 - a) 52 event days per year and up to 30 guests per event, or
 - b) 10 event days per year and up to 50 guests per event
 Are these appropriate?
8. What events, if any, do you think should be excluded from the definition of farm events?
9. Should changes be made to the planning system to facilitate destination weddings under a development application? If so, in which zones should destination weddings be permitted? Please provide reasons for your selection.
 - a) RU1
 - b) RU2
 - c) RU4 zones
 - d) Other zones (please specify)
10. Should the department prepare a model clause for destination weddings which councils can choose to adopt?
11. Is there any rural land or areas in which agritourism activities should not be permitted?

4.1.4 Small scale processing plants

12. Should any other agricultural produce industries be complying development? What standards should apply?
13. Is a maximum throughput of 1,000 carcasses per annum for other animals such as deer or kangaroo appropriate?
14. Should any additional standards be included?

Agritourism and small-scale agriculture development

15. Should the locational criteria that classify livestock processing industries as designated development be reviewed for small-scale processing plants to determine whether these plants could be approved:
- a) as complying development?
 - b) through the standard DA process?

4.1.5 Rebuilding of farm infrastructure

16. Will these provisions sufficiently enable the rebuilding of buildings lost to natural disasters in the same location of the same size and form?
17. Should any additional standards be included?

4.1.6 Stock containment areas

18. What type of permanent infrastructure should be permitted for stock containment areas?
19. What type of permanent infrastructure should not be permitted for stock containment areas?

4.1.7 Farm dams

20. How could we simplify planning provisions for farm dams?

4.1.8 Biosecurity for poultry and pig farms

21. Do the proposed provisions adequately provide for biosecurity between poultry farms and pig farms?
22. Should any additional standards be included?

4.1.9 Rural dwelling setbacks from intensive agriculture

23. Should the setbacks for rural dwellings be increased from its current requirement to be 250 metres from the boundary (when done as complying development)?
24. From which point should the setbacks be measured?
- a) From the proposed or existing intensive agricultural use
 - b) From the property boundary shared with land used for intensive agriculture
 - c) A combination of the above

4.1.10 Recreational Beekeeping

25. Are the proposed development standards appropriate and are any additional standards needed?

RP-4 NET ZERO EMISSIONS TARGET**Author:** Carly Hood**Director:** Janice Summerhayes**Summary:**

This report follows the expiry of Council's 2020 targets under the NSW Mayor's Agreement on Climate Change.

Governments, businesses and individuals across the globe are moving to take a clear policy position on emissions reduction. This report recommends Wagga Wagga City Council establishes a Net Zero Emissions Target for Council's Corporate Emissions and a Net Zero Emissions Target for the Wagga Wagga Local Government Area in line with the NSW Government target.

Recommendation

That Council:

- a note the outcomes of the previous overarching target and additional sub-targets set for 2020
- b adopt a Community Target for Net Zero Emissions by 2050 in line with the NSW Government
- c adopt a Corporate Target for Net Zero Emissions by 2030 and develop a strategy to achieve the Corporate Target
- d rename the Sustainable Energy Reserve as a Net Zero Emissions Reserve to fund future programs for carbon offsets
- e approve the budget variations as noted in the financial implications section of this report

Report

This report follows a workshop held with Councillors on 15 February 2021, that provided an overview of the recently completed 2020 environmental targets and options for new targets focused on achieving Net Zero Emissions (NZE).

2020 ENVIROMENTAL TARGETS**Overarching 2020 Emissions Reduction Target**

In 2008 Council signed the 'NSW Mayor's Agreement on Climate Change' (copy attached) through the Cities for Climate Protection Program and committed to set reduction targets for 2020 and beyond. Our target of reducing our 2005/2006 carbon emissions by 20% by 2020 has been achieved.

By the end of 2019/2020 Council had achieved this goal, reaching a 29% reduction, largely due to the diversion of food and garden organics (FOGO) from landfill. It should be noted that waste emissions were calculated using the National Greenhouse Accounting Factors and are different to those reported through the National Greenhouse Emissions Reporting Scheme (NGERS) which includes legacy emissions.

Waste in landfill decomposes and produces greenhouse gases over a long period of time. Every ton of organic-containing waste that has ever been put into the Gregadoo Waste Management Centre (GWMC) is still contributing to our legacy emissions. This

means that even though we now divert a large portion of this waste from the landfill, the previously landfilled waste will continue to produce legacy emissions for several decades.

Greenhouse gas emissions from waste represent the largest portion of Council's carbon footprint and the introduction of FOGO was a significant achievement and the single most important action that Council could take.

Additional 2020 Sustainability Targets

In 2010/2011 Council joined the NSW Government's 'Sustainability Advantage' Program and set other targets in key sustainability areas under Council's operational control. The original environmental targets and results as at the end of 2019/20 are summarised below. It should be noted that not all targets have the same baseline year.

Table 1: Summary of all 2020 Environmental Targets

| | TARGET | BASELINE | 2019/20 | RESULT |
|-------------------|---|---------------------------------------|---------------------------------------|---------------------------------------|
| OVERALL EMISSIONS | Mayor's Agreement 20% reduction on 2005/2006 levels | 90,500 t CO ₂ ^e | 64,500 t CO ₂ ^e | 29% ↓ CO ₂ ^e |
| | <ul style="list-style-type: none"> In 2005/06 emissions from waste contributed over 73,000 tonnes of carbon dioxide to Council's corporate profile In 2019/20 this has reduced to less than 49,000 tonnes CO₂^e Energy initiatives also saved 1800 tonnes CO₂^e | | | |
| WASTE | 75% resource recovery* *NSW State target for waste diversion and resource recovery | 10,702 t diverted (12%) | 25,552 t diverted (29%) | 29% diversion |
| | <ul style="list-style-type: none"> Diversion of FOGO from landfill Diversion of e-waste and mattresses Community Recycling Station for batteries, phones, light bulbs, ink cartridges Container Deposit Scheme | | | |
| ENERGY | 20% reduction on 2005/2006 levels | 14,985 t CO ₂ ^e | 13,164 t CO ₂ ^e | 12% ↓ |
| | <ul style="list-style-type: none"> Energy efficiency initiatives at the Civic Centre, Alan Turner Depot, Airport, Livestock Marketing Centre (LMC) and Oasis Solar installations at the Civic Centre, LMC, Alan Turner Depot, Riverina Regional Library (RRL) Office, Glenfield Road Animal Shelter, Senior Citizens Centre, Glenfield Community Centre and Ashmont Community Centre Streetlighting LED upgrade (only partially completed at end of 19/20) | | | |
| FLEET | 15% reduction on 2009/2010 levels | 2,542 t CO ₂ ^e | 2,350 t CO ₂ ^e | 8% ↓ |
| | <ul style="list-style-type: none"> Increase in fuel efficient vehicles | | | |

| | | | | |
|--------------|---|-------------|-------------|-------|
| | <ul style="list-style-type: none"> • Purchase of electric and hybrid carpool vehicles • Less light passenger lease-back vehicles | | | |
| WATER | 30% reduction on 2009/2010 levels | 771,789 kL | 766,330 kL | 1% ↓ |
| | <ul style="list-style-type: none"> • Irrigation audit conducted with some upgrades undertaken • Smart irrigation project undertaken at Jubilee fields • Increased use of effluent for irrigation | | | |
| BIODIVERSITY | Enhance additional 300ha of Council managed land on 2009/2010 levels | N/A | 400ha | 133% |
| | <ul style="list-style-type: none"> • National Tree Day planting events • Restoration and rehabilitation activities at Birramal Conservation Area, Pomingalarna Park Reserve, Silvalite Reserve, Marrambidya Wetland, Wiradjuri Reserve, Willans Hill and Rocky Hill | | | |
| PAPER | 60% reduction on 2009/2010 levels | 4,435 reams | 2,388 reams | 46% ↓ |
| | <ul style="list-style-type: none"> • Increase in online services and development applications • Provision of electronic business papers • Staff behavior change | | | |
| PROCUREMENT | 20% increase of annual procurement expenditure on sustainable goods and services | | | |
| | <ul style="list-style-type: none"> • Council's procurement and finance systems and processes were unable to track and measure this, however Council is a member of Sustainable Choice through Local Government Procurement | | | |

TRANSITIONING OUR COMMUNITY EMISSIONS TO NET ZERO BY 2050

Reaching net zero emissions by 2050 requires action by governments, business and community. What we collectively do now will limit the increase in global temperatures. The transition to net zero emissions will vary in different places due to the social, environmental and economic challenges and opportunities in those places. Local councils are uniquely placed to incorporate their knowledge of an area, planning expertise, local networks and collaboration skills to work towards a low emissions future that is sensitive to local values and opportunities (NSW Department Planning Industry and Environment, 2020).

The NSW Government has already pledged to reduce the whole of NSW to NZE by 2050 in line with the Paris Agreement, and by default our community already has this as an overarching target. By endorsing this target Council is acknowledging that we all have a role to play and whilst not responsible for ensuring this target is met, Council can play a key part in helping to achieve this goal through demonstrating leadership, raising awareness and encouraging action at a local level.

Within our own operations, Council can support and demonstrate the cultural and technological shift required through trialling new technologies and improving the environmental performance of Council owned assets. Many communities are taking the lead in the move to a low carbon society and are actively partnering with councils to enable a more rapid community wide transition.

Councils can drive sustainable development through model Development Control Plans, and support community initiatives towards reducing emissions. Key benefits for Councils include reduced operational costs, improved social and economic benefits, enhanced environmental outcomes and improved liveability. Councils are well-placed to coordinate efforts within their Local Government Area (LGA) to move towards reducing emissions.

The Wagga Wagga community emissions profile (Figure 1 below) identifies energy, transport, waste and agriculture as the main sources of the emissions. Ironbark Sustainability calculated our community emissions to be over 1,300,000 t CO₂^e. The following provides a summary of the different emission sources and the potential for Council to influence change in the community.

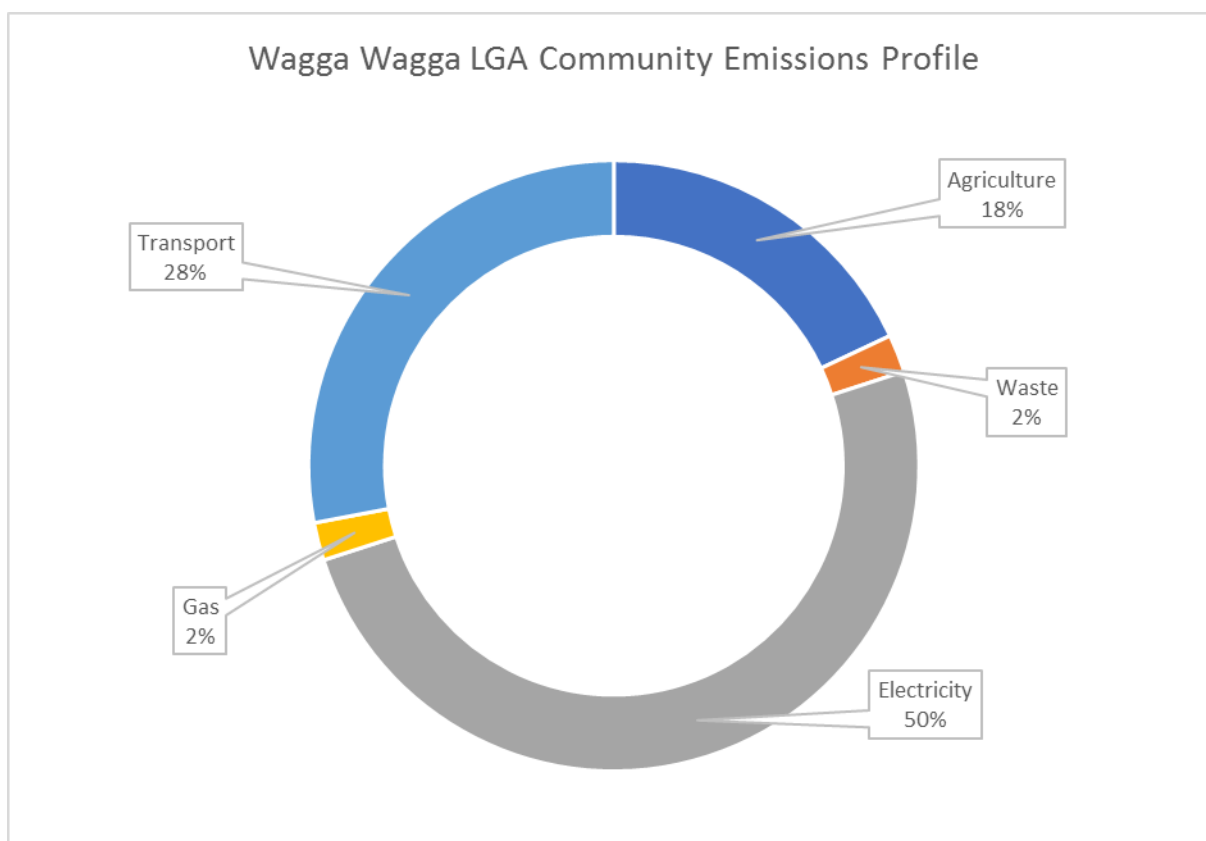


Figure 1: 2018 Wagga Wagga Municipal Emissions Snapshot (Ironbark Sustainability, 2020).

Energy Emissions

Emissions from electricity and gas make up half of the Wagga Wagga community's profile. The NSW Electricity Strategy recognises the need to transition to an affordable energy system that also reduces emissions. Since 2010, the cost of solar generation has fallen by more than 73% and presents enormous opportunities to support economic growth and jobs (Department of Planning, Industry and Environment, 2020).

To influence this on a local level Council can:

- Educate and encourage residents and businesses on how to reduce their energy use through behaviour change and equipment/appliance upgrades
- Promote and encourage the use of renewable energy options
- Promote State and Federal energy efficiency schemes, rebates and incentives
- Help to reduce cooling bills in some areas by increasing shade
- Help to reduce energy bills by enforcing BASIX requirements and other planning measures such as white roofs and energy efficiency measures through development planning controls

Transport Emissions

Emissions from transport make up over a quarter of the Wagga Wagga community's profile. The NSW Electric & Hybrid Vehicle Plan focuses on improving vehicle availability and charging point accessibility. Electric vehicle (EV) battery prices have fallen by more than 85% since 2010 and EVs are expected to reach price parity in the early to mid-2020s (Transport for NSW, 2019).

To influence this on a local level Council can:

- Educate and encourage residents and businesses on how to reduce their fuel use through behaviour change
- Promote and encourage the use of hybrid and electric vehicle options
- Promote and encourage the use of public transport, active transport and car-sharing options
- Promote and encourage the carbon offsetting of flights as a social norm
- Facilitate on-demand bus services particularly for events
- Ensure availability of appropriate active travel infrastructure and end of trip facilities in public places
- Encourage and promote the installation of EV charge points in key public spaces
- Put planning controls in place to encourage cycle parking stations and EV charging for large or high-density developments.

Waste Emissions

Emissions from waste make up a relatively small percentage of the Wagga Wagga community's overall profile but is an area with significant room for improvement in terms of additional environmental outcomes.

Although Council has operational control over the Gregadoo Waste Management Centre and is legally accountable for the emissions generated from the landfill, it is proposed the waste emissions be included in the community NZE target given the waste is created by the whole community.

The NSW Government has numerous plans and strategies to tackle the waste issue including the Waste Avoidance and Resource Recovery Strategy and the Circular Economy Plan. Council has significant influence associated with managing the waste going to landfill and for reducing community emissions.

To influence this on a local level Council can:

- Employ waste minimisation strategies at all Council facilities and events
- Embed sustainable procurement and circular economy principles into all Council operations
- Expand the gas capture network at the landfill
- Explore gas capture technologies for the sewerage treatment works

- Extend the roll-out of FOGO to commercial premises
- Educate and encourage residents and businesses on how to reduce their waste generation through waste avoidance and minimisation (behaviour change)
- Educate and encourage residents and businesses on how to reuse and recycle their waste more effectively
- Promote and encourage the use of drop-off centres for problem wastes
- Promote and encourage sustainable procurement and circular economy principles to residents and businesses
- Put planning controls in place to encourage better waste infrastructure at large or high-density developments.

Agricultural Emissions

Agricultural practices are the third largest source of emissions making up approximately 18% of the Wagga Wagga community profile. Over 70% of these emissions are methane (CH₄) produced from ruminant livestock such as cattle and sheep. The remaining 30% of emissions are from manure, nitrous oxides from fertiliser use, crop waste decomposition and stubble burning (NSW Department of Primary Industries, 2018). Agriculture is one of the main drivers of economic prosperity in our region, and the NSW Primary Industries Productivity and Abatement Program will support primary producers and landowners to commercialise low emissions technologies and maximise their revenue from carbon offset programs (Department of Planning, Industry and Environment, 2020).

To influence this on a local level Council can:

- Support local carbon farming opportunities and link local farmers to State and Federal grants, incentives and rebates
- Support local agricultural research in partnership with Department of Primary Industries and Charles Sturt University
- Support and encourage local farmers to undertake sustainable agricultural practices and regenerative farming in line with Local Land Services and Department of Primary Industries initiatives and programs
- Support local community tree planting activities and explore partnerships with local farmers to plant trees on private land.

TRANSITIONING OUR CORPORATE EMISSIONS TO NET ZERO BY 2030

As a single entity responsible for a wide variety of public services, Council is a significant contributor to the overall community emissions. Council's corporate profile (see Figure 2 below) is essentially made up of emissions from electricity for streetlighting and running of our facilities, gas usage in facilities, and petrol and diesel for our fleet. This equates to over 15,000 t CO₂^e.

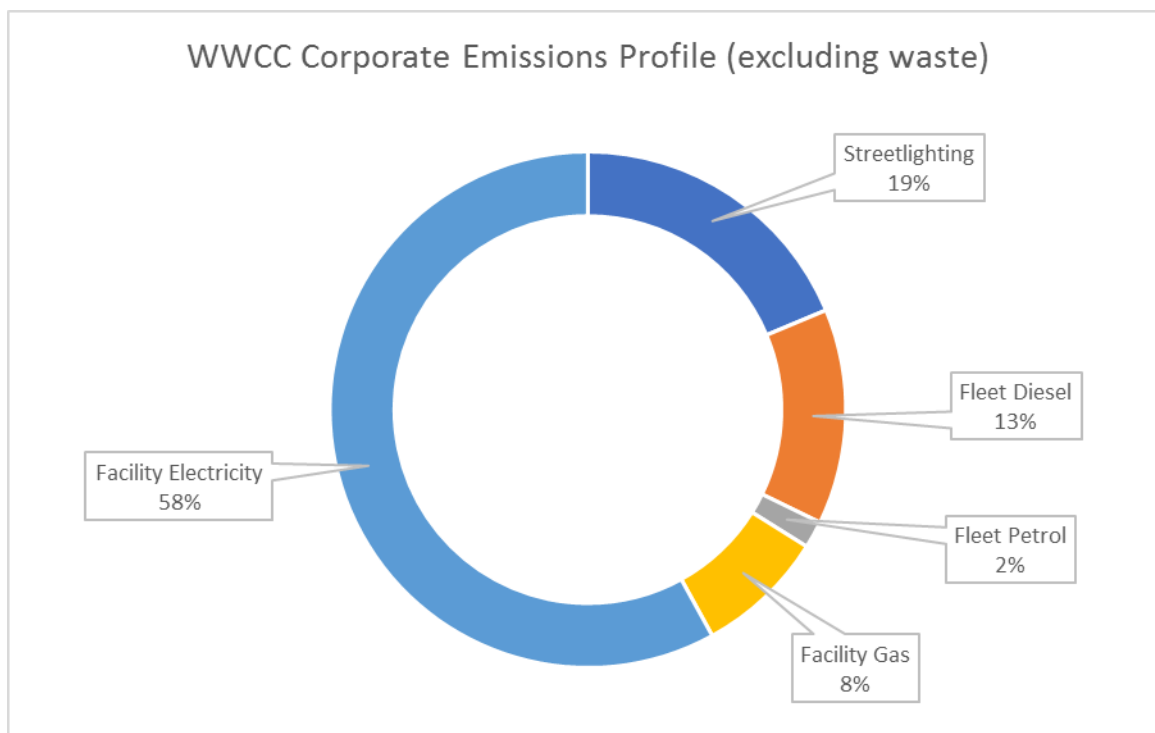


Figure 2: 2019 Wagga Wagga Corporate Emissions Profile (100% Renewables, 2021).

Energy Emissions

Stationary energy use makes up a large proportion of emissions across every jurisdiction in Australia. A hierarchical approach of avoid, minimise, and replace can be used to transition to net zero in a very cost-effective manner. In addition to energy efficiency initiatives and on-site solar generation, a Power Purchase Agreement (PPA) can be used to supply 100% of grid energy from wind and solar.

A well-designed PPA has the potential to deliver multiple benefits: electricity cost reductions, the ability to hedge against energy market volatility, greater budget certainty and emissions reductions in keeping with a net zero or carbon neutrality commitment. PPAs are market driven and the price can vary depending on factors such as the volume of power purchased and the contract length.

Indicative Short to Medium term actions (by 2025)

- Undertake energy audits and implement all identified energy efficiency actions with a < 7year payback period
- Implement identified demand management and behaviour change initiatives
- Undertake feasibility studies for on-site solar PV and/or battery storage at Council facilities and implement all identified options with a < 7year payback
- Purchase energy through a corporate PPA (either 100% or a lesser portion if desired).

Example initiative: Installation of 5x100kW solar systems on Council facilities (assuming roof space is available and small-scale energy certificate rebate) would cost less than \$500k. Each system would generate approximately 150,000kwh per annum. Assuming an electricity price of 9.4c/kwh this would save each site around \$14k per annum (\$70k across the 5 sites) with a payback of approximately 7 years.

Council resolved on 9 November 2020 (20/432) that *“Council staff investigate the opportunity for a Power Purchase Agreement under a Local Government Procurement contract to purchase renewable energy and bring a further report back to Council.”*

A separate report detailing this opportunity will be provided to a future Council Meeting.

Indicative Medium to Long-term actions (by 2030)

- Increase amount of on-site battery storage to reduce grid purchased energy
- Degasification of Council building assets to electricity sourced from renewable energy sources
- Implement green roofs and green walls where feasible
- Purchase 100% of grid energy through a renewable energy PPA
- Grid de-carbonisation is happening nationwide already and should result in less emissions-intensive supply of energy over time with no input from Council, though we are playing a role in expediting this by purchasing renewable energy ourselves.

Fleet Emissions

The NSW Government is rolling out a program under its Future Transport Strategy and Electric and Hybrid Vehicle Plan and the majority of leading car manufacturers have made public announcements of their intention to phase out the production of internal combustion engine (ICE) vehicles. As the range of all-electric vehicles becomes mainstream Council will be forced to make this transition anyway. Larger commercial vehicles and plant may not be entirely electric or hydrogen by 2030, and Council would need to offset any remaining emissions to claim net zero status.

Indicative Short to Medium-term actions (by 2025)

- Update Council's fleet policy to mandate passenger vehicles be at least hybrid electric vehicle (HEV) but evaluate battery electric vehicle (BEV) options on a case by case basis
- Undertake a business case analysis of light commercial options on a regular basis as prices move toward parity.
- Encourage car-pooling and video-conferencing options.

Example initiative: a Nissan X-Trail (ICE) is a common vehicle in Council's passenger fleet. If compared to a Hyundai Ioniq BEV (over a four-year ownership cycle travelling 12,000km per year) the total cost of ownership is \$240 more per annum but saves over 9 tonnes of CO_{2e} over the four years. Transitioning to a Toyota RAV4 (HEV) (over a four-year ownership cycle travelling 12,000km per year) the total cost of ownership is \$360 less per year and saves over 3 tonnes of CO_{2e} over the four years (BetterFleet Program EVENERGI, 2021).

Indicative Medium to Long-term actions (by 2030)

- Switch 100% of Council's light fleet to zero emission vehicles
- Switch ~ 80% of Council's entire fleet to zero emission vehicles
- Offset residual emissions.

Offsetting Residual Emissions

By 2030 Council will have relatively few remaining emissions from our energy and fleet sectors. To reach net zero Council would need to offset this remainder through either

purchasing carbon credits on the market, or through environmental plantings for carbon sequestration (with biodiversity co-benefits) on public land.

When initially planted, native seedlings absorb and store very minimal amounts of carbon, but this increases significantly as they grow. Native plantings will offset on average, approximately 10 tonnes CO₂^e/ha/year (using a 25year timeframe with minimum 20% canopy coverage as per the Commonwealth government's Carbon Farming Initiative (CFI) methodology).

Council could plant as many native species as reasonably practical prior to 2030. This is generally considered the most cost-effective form of carbon sequestration and storage for climate change mitigation and adaptation and has significant biodiversity benefits. Where Council has suitable land available it generally costs less than \$6,000 to plant a hectare with native seedlings.

Although Council currently plants around 1500 seedlings annually for National Tree Day and around 800 street trees this is likely to be having only a moderate positive impact due to the number of large trees that continue to be removed for development and asset maintenance purposes. Although there is currently insufficient data to accurately calculate this, improvements in the future could include ensuring all projects adequately offset any trees that are removed, accounting for both their biodiversity value and their carbon sequestration and storage value.

Funding the transition

One of the main aims is to identify projects and actions that will save Council money as well as reduce our emissions. It has been demonstrated through a number of recent projects that implementing energy efficiency initiatives and installing on site solar PV saves Council money as well as reducing emissions.

- The LED Streetlighting Upgrade (partially completed) is estimated to save Council \$477,619 per annum
- The Civic Centre solar PV, lighting and HVAC upgrade is estimated to save \$185,029 per annum
- The Tarcutta Truck Stop lighting and LMC solar PV installation is estimated to save \$26,422 per annum
- The Art Gallery and Bolton Park Stadium lighting upgrade is estimated to save \$53,596 per annum.

In addition to these projects, further opportunities for energy efficiency and solar PV exist for the Oasis Aquatic Centre, Civic Theatre, Airport, Forest Hill Sewerage Treatment Works, Koorinal Sewerage Treatment Works and Narrung Street Sewerage Treatment Works which would likely generate significant savings after a short payback period.

Council currently has a Sustainable Energy Reserve. Staff propose that Council rename this as the Net Zero Emissions Reserve and allocate the annual savings from future energy projects into this reserve, for the purpose of funding any offsets or initiatives required to reach NZE by 2030.

Financial Implications

The Net Zero Emissions Reserve will allow Council to transition to a 2030 NZE target without any significant impacts on its current 10-year financial plan. Contributions to the reserve will be through the recurrent annual energy savings achieved from future energy projects. For example, if a solar system was installed and saved \$20,000 a year with a 5-year payback, from year 6 onwards the annual savings would be transferred into the Reserve. These funds will then be used for any additional costs associated with offsetting the Corporate emissions required to achieve NZE by 2030.

A sum of \$15K is requested to be allocated in the 2021/22 financial year from the existing reserve initially to develop the Corporate Strategy. The Sustainable Energy Reserve has adequate funds for this \$15K budget allocation, with an estimated closing balance of \$175K as at 30 June 2022 with no current budget allocations for the remainder of the long-term financial plan. This funding will be supplemented by NSW DPIE through Council's membership in the Sustainability Advantage program.

Policy and Legislation

The NSW Government (under their Climate Change Policy Framework) have already set a Net Zero Emissions 2050 target for the whole of New South Wales.

The recently adopted Wagga Wagga Local Strategic Planning Statement includes key actions to 'Support the implementation of NSW Net Zero 2050' and to 'Further consider local opportunities that will contribute to achieving Net Zero through an appropriate local strategy'.

Link to Strategic Plan

The Environment

Objective: We create a sustainable environment for future generations

Outcome: We minimise our impact on the environment

Risk Management Issues for Council

The NSW Government's 'Guide to Climate Change Risk Assessment for NSW Local Government 2019' notes that Councils are often at the forefront of addressing climate impacts, and communities will increasingly look to their Council to provide solutions to adapt to, manage, transfer or share the risks associated with climate change impacts.

Achieving net zero emissions will slow down the increase in global temperatures and the associated increased likelihood of climate-related risks for natural and human systems.





Internal / External Consultation

Internal consultation with staff and executive as well as a workshop with Councillors on 15 February 2021, that provided an overview of the recently completed 2020 environmental targets and options for new targets focused on achieving Net Zero Emissions (NZE). Councillors were also invited to individual briefings with staff in preparation of this report.

Specific external consultation on the recommended targets has not occurred, however the consultation undertaken in recent months for the Local Strategic Planning Statement and the Biodiversity Strategy: Maldhangilanha has shown high levels of desire from the community and government agencies for Council to take action in this area.

If Council chooses to set a corporate target, a strategy will need to be developed to outline the actions required to meet the target. It is recommended that community engagement for this strategy be undertaken at the same time as that of the Community Strategic Plan.

Attachments

1.   NSW Mayors Agreement on Climate Change
2.   Net Zero Emissions Guidance for NSW Councils



NSW Mayors' Agreement on Climate Change

We acknowledge that

- Evidence shows that climate change is occurring.
- Climate change will continue to have far reaching effects on Australia's people, economy, society and environment.

We welcome the

- Social, economic and environmental benefits which come from mitigating and adapting to climate change.
- Opportunity for local government in NSW to lead the response at a local level, encouraging and helping local residents, local businesses and other organisations to reduce their energy usage and costs, to adapt to the impacts of climate change and to improve the local environment.

We commit our Council from this date 31 March 2008 to:

- Establish a baseline of Council's greenhouse gas emissions, based on advice in the LGSA Climate Change Action Pack.
- Strive to meet or beat the Kyoto protocol targets in our own operations, activities and communities, through a range of activities that lead to a reduction in greenhouse gas emissions.
- Urge the State and Federal Government to enact policies and programs to meet or beat the greenhouse gas emissions reduction target, suggested for Australia in the Kyoto Protocol, of 108% of its 1990 baseline.
- Publicly declare to our Local Government Area, with appropriate plans, strategies and policies, Council's commitment to achieve a significant reduction in greenhouse gas emissions from our operations and to commit to set reduction targets for the next 5, 10, 20 years and beyond.
- Encourage all sectors in our local community to adapt to the impacts of climate change, to reduce their greenhouse gas emissions and to make public their commitment to action.
- Monitor the progress of our plans.
- Resource climate change initiatives.
- Adopt relevant actions from the LGSA's Climate Change Action Pack which will provide Council with guidance material to assist in developing climate change policies which are informed, relevant and achievable.

Our target is a 20% reduction based on 2005 by 2020.

Wagga Wagga City Council acknowledges the increasing impact climate change will have on our community in the mid to long term future and commits to tackling the causes and effects of changing climate in our Local Government Area.

Signed - [Mayor's Name]
Mayor

Signed - Cr Genia McCaffery
President LGA

Signed - Cr Bruce Miller
President Shires



DEPARTMENT OF PLANNING, INDUSTRY & ENVIRONMENT

Net Zero Emissions Guidance for NSW Councils

Helping councils plan for a low emissions future



environment.nsw.gov.au

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Environment, Energy and Science
Department of Planning, Industry and Environment
4 Parramatta Square, 12 Darcy Street, Parramatta NSW 2150
Locked Bag 5022, Parramatta NSW 2124
Phone: +61 2 9995 5000 (switchboard)
Phone: 1300 361 967 (Environment, Energy and Science enquiries)
TTY users: phone 133 677, then ask for 1300 361 967
Speak and listen users: phone 1300 555 727, then ask for 1300 361 967
Email: info@environment.nsw.gov.au
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Overview

In 2015 the world committed to keeping global temperature increases below 2°C compared to pre-industrial levels. At the 2019 United Nations Climate Action Summit experts warned that current global commitments to cut greenhouse gas emissions will likely lead to global temperature increases between 2.9°C and 3.4°C by 2100 (Science Advisory Group 2019). Scientists agree that decisive action now can limit warming to 2°C, although countries will need to commit to emissions reductions that are triple their current commitments (United Nations 2018).

The NSW Government has committed to reach net zero emissions by 2050 (OEI 2016). Achieving net zero emissions will slow down the increase in global temperatures and the associated increased likelihood of climate-related risks for natural and human systems. This will require action by governments, communities, and business.

Working towards a net zero emissions target is about more than meeting our international obligations. It will help us plan for and drive the transition to a cleaner, more efficient and resilient society. The world which NSW operates is in transition. As the world moves to net zero emissions, NSW will be part of the global transformation of the world's energy system. This will attract investment and job opportunities in emerging industries such as advanced energy, transport, carbon farming and environmental services.

As at October 2019, 65 countries have committed to a net zero by 2050 target (United Nations 2019). Major businesses and investors are also responding - 67 per cent of 200 major global companies surveyed by the G20 Task Force on Climate-related Financial Disclosures in 2018 plan to implement climate impact disclosure recommendations by mid-2022.

Net zero related actions include carbon-positive energy efficient buildings, smarter infrastructure, renewable energy technologies, circular economy waste solutions, sustainable transport services and increasing canopy cover and green restoration projects.



Photo: Central Park, Sydney. Photographer: Lisa Madden, DPIE

Net Zero Emissions Guidance for NSW Councils

About this guide

This document provides NSW councils with guidance on key steps involved in developing a net zero emissions strategy across their entire local government area (LGA) – referred to as a community net zero strategy.

A community net zero strategy differs from a council's operational net zero strategy, which is focused only on emissions from council assets and operations. Many NSW councils have already developed operational strategies to reduce emissions and examples are widely available.

This guide is intended to be a high-level roadmap including an overview of key concepts and a step-by-step process to develop your own ongoing community net zero strategy.

Additional resources

A range of resources and tools are available for those who want to take further action. Refer to the 'References' and 'Resources' sections for more information.

Case studies will be provided alongside this guide to showcase what is being delivered by other councils and organisations, and to inspire potential projects that could form part of the path to net zero emissions for your community.

A net zero emissions future

Net zero emissions¹ broadly refers to a state where any emissions of greenhouse gases generated are counterbalanced by the removal of greenhouse gases from the atmosphere. In practice this means reducing emissions as far as possible, then offsetting the remainder.

Emissions are currently tracked and reported at a global, national, and NSW scale, across a series of sectors in line with the [National Greenhouse and Energy Reporting Scheme](#) and our international obligations.

'The NSW Government endorses the Paris Agreement and will take action that is consistent with the level of effort to achieve Australia's commitments to the Paris Agreement.

Our response will build on NSW's strong track record in expanding renewable energy, helping households and businesses reduce their energy bills by saving energy and preparing for the impacts of climate change.'

NSW Climate Change Policy Framework, 2016

¹ There are several terms that are similar to, but often slightly differentiated from, net zero including 'low carbon', 'carbon neutral' and '100% renewable'. These terms are defined in the glossary at the end of this document.

Net Zero Emissions Guidance for NSW Councils

NSW emissions profile

The NSW Government is working to provide councils and communities with updated, detailed emissions profiles to support local decision-making and achieve net zero emissions by 2050.

In 2017 NSW produced 131 million tonnes (Mt) of CO₂ equivalent emissions across several sectors including electricity generation, stationary energy, transport, fugitive emissions, industrial processes, waste, and agriculture, and land use (including forestry), as shown in Figure 1. The land use is shown as a carbon 'sink' with some of our carbon sequestered in forests and the natural environment. Note that this sector includes both carbon emitting (e.g. land clearing) and carbon sequestering (e.g. growing forests) activities.

Figure 2 shows the change in emissions by sector over time since 1990. While some sectors have steadily increased, such as transport, other sectors such as electricity and waste show they are already rapidly reducing emissions.

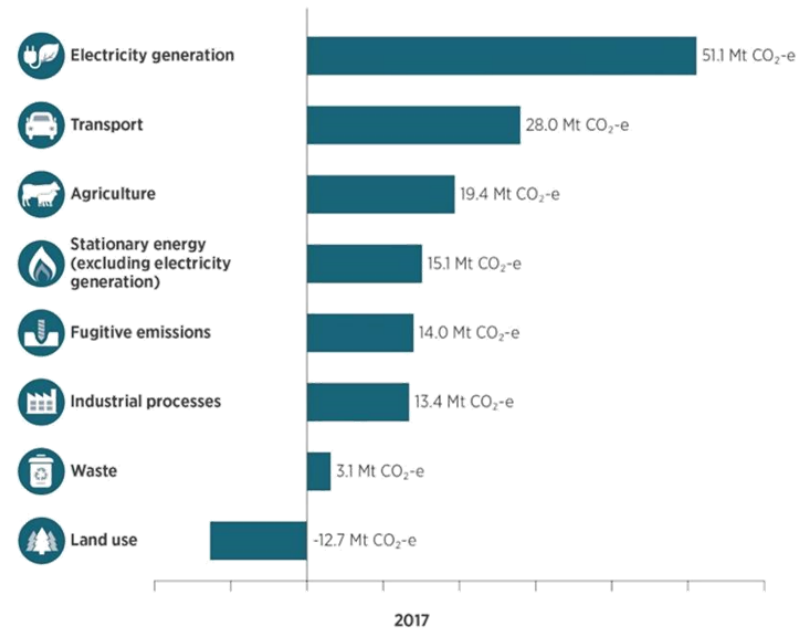


Figure 1 NSW emissions by sector, 2017

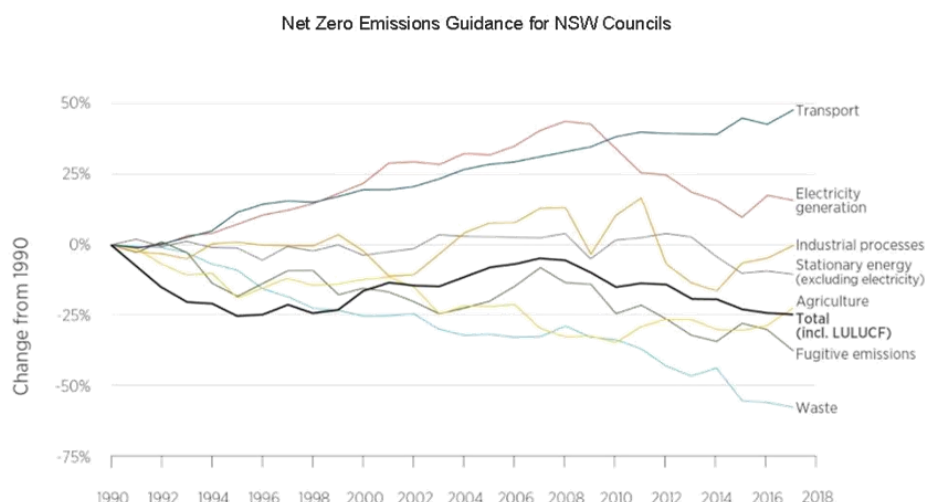


Figure 2 Changes in NSW emissions 1990–2018

Note: LULUCF = Land use, land-use change and forestry

Local government area emissions profiles ('community emissions profiles')

Greenhouse gas emissions generated within an LGA are called 'community emissions'. For local councils, achieving net zero at a community level will mean first reducing emissions as much as possible in a way that balances the economic, social and environmental needs of an LGA or place. For example, emissions can be reduced through energy efficiency and renewable energy, alternative transport and waste reduction initiatives. When emissions have been reduced as much as possible, the remaining emissions need to be offset through actions such as storing carbon in trees and soils – either within the LGA, or by purchasing carbon credits created outside the LGA. (See Step 3 in the next chapter for more information about offsets). The timeframe to achieving net zero emissions may differ by LGA, with some communities being able to achieve net zero more readily than others.

Why consider 'net zero'?

The term 'net zero' gained prominence following the signing of the Paris Climate Change Agreement in 2015. The Paris Agreement is named after a meeting of global leaders under the UN Framework Convention on Climate Change (UNFCCC) in Paris in December 2015 (United Nations 2015). The resulting agreement saw a global commitment to limit global average temperature increases to 'well below 2°C', and to pursue efforts to keep warming below 1.5°C above pre-industrial levels².

To stand a good chance of achieving the 1.5°C goal, the IPCC has said that the world must stay within a 'carbon budget' of 580 gigatonnes of carbon dioxide equivalent as of the end of 2017 (IPCC 2018). If the rate of emissions generation remains unchanged, we will exceed this budget before 2050. Many parts of our society – including councils – are starting to plan their

² 'Pre-industrial' refers to the time before humans began burning fossil fuels in large quantities to meet our energy needs. The IPCC adopts a baseline of 1850–1900 to reflect this 'pre-industrial' period.

Net Zero Emissions Guidance for NSW Councils

strategies for achieving net zero emissions³. Further local and global policy drivers to pursue a net zero strategy are illustrated in Figure 3.

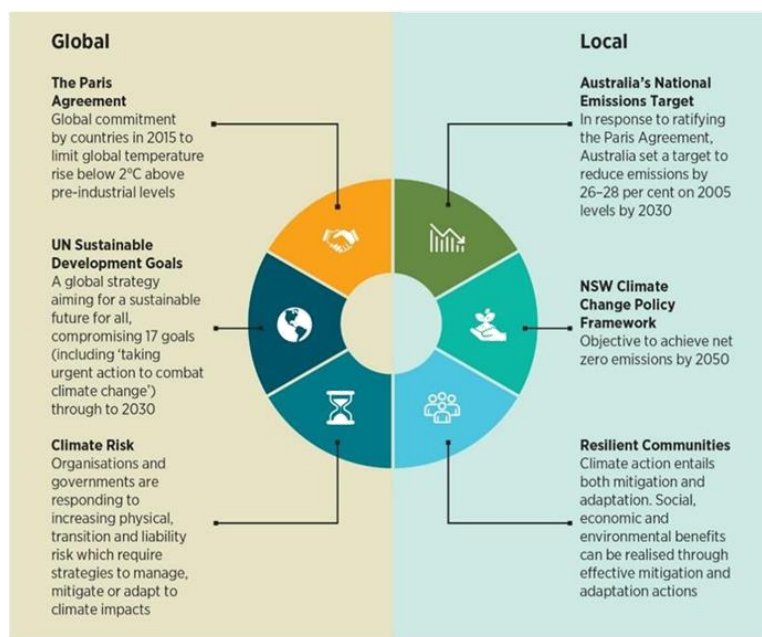


Figure 3 Key policy drivers of climate action

The importance of a place-based approach

Taking a place-based approach is important in addressing complex issues in a specific geographical location. The transition to net zero emissions will vary in different places due to the social, environmental and economic challenges and opportunities in those places. Local councils are uniquely placed to incorporate their knowledge of an area, planning expertise, local networks and collaboration skills to work towards a low emissions future that is sensitive to local values and opportunities.

Building resilience to climate change

The challenge of responding to climate change includes both reducing our emissions and building our resilience to the impacts of climate change that we are already experiencing.

Local government is often at the forefront of addressing climate impacts, and communities will increasingly look to their council to provide solutions to adapt to, manage, transfer or share the risks associated with climate change impacts (Baker & McKenzie 2011).

³ 'The Paris Agreement is not only possible; it is necessary and urgent. We are counting on everyone's contribution.' – *Christiana Figueres, Executive Secretary UNFCCC*

Net Zero Emissions Guidance for NSW Councils

The NSW Government has updated the [Guide to Climate Change Risk Assessment for NSW Local Government](#), which sets out a process to assist councils as they address the uncertainty presented by the changing climate.

This assessment aims to ensure council systems are resilient, by working through an analytical process that:

- identifies and assesses the risks that climate change poses to council assets and services
- prioritises actions for decision-making, adaptation planning, budgeting and community engagement.

It is important to note that this guide is focused on assessing the risks to council operations rather than wider community risks. Councils are advised to also carry out a process to consider these broader risks, in consultation with the community. This could be done as part of the community strategic planning process or as a further stage of the risk assessment process.

There is also a growing understanding among governments and international investors of the impact of unaddressed impacts of climate change on assets, service delivery and business practices. Early action to manage and mitigate these risks presents opportunities for LGAs and businesses at all scales and locations to build a competitive edge and benefit from 'green investment' and sustainable finance trends, such as green bonds or discounts from sustainability-linked loans. Councils can provide strategic direction and support to help businesses and their own internal operations align to these trends and take advantage of these opportunities.

We all have a role to play

Reaching net zero emissions by 2050 requires action by governments, business and community. What we collectively do now will limit the increase in global temperatures.

Leading the way through net zero targets

In Australia, many state and local governments have set net zero targets and are developing comprehensive strategies to ensure these targets are met.

Several councils have set ambitious targets including:

- Armidale Regional Council has partnered with University of New England on ProjectZero30 that aims to reduce emissions in the Local Government Area to zero by 2030
- Byron Bay Council has a net zero target for council operations by 2025
- City of Sydney has set a net zero emissions target by 2050
- Clarence Valley Council has a net zero target by 2050.
- Lismore Council has a 100% renewable energy target by 2023
- Kyogle Council has a 100% renewable energy target by 2030

Net zero emissions commitments by businesses, governments and other organisations can be followed on the [Net Zero Momentum Tracker](#) launched by ClimateWorks, a research-based, non-profit organisation based in Australia.

The role of the NSW Government

The NSW Government objective to reach net zero emissions in NSW by 2050 is incorporated in numerous plans and strategies, providing a consistent policy framework within which stakeholders can work towards net zero.

Net Zero Emissions Guidance for NSW Councils

Key relevant policies include:

- Net Zero Plan Stage 1: 2020-2030
- NSW Infrastructure Strategy
- NSW Electricity Strategy
- Future Transport Strategy
- planning policies and instruments (e.g. Local Strategic Planning Statements).

The NSW Government also has a range of initiatives to support the transition to net zero, targeting energy efficiency, clean energy and land-use focused activities. More information about these initiatives can be found on the [AdaptNSW](#) and [Energy NSW](#) websites.

The Net Zero Plan Stage 1: 2020-2030 is the foundation for NSW's action on climate change and goal to reach net zero emissions by 2050. The plan aims to enhance the prosperity and quality of life of the people of NSW, while helping the state to deliver a 35% cut in emissions by 2030 compared to 2005 levels.

The role of councils

Councils are uniquely positioned to help the drive towards net zero emissions through their connection to local communities, and their existing mandate to provide support and infrastructure to residents and businesses.

Local councils can play a key role in this transition as place-makers, custodians and curators of our urban and regional environments. Councils can provide leadership through engagement, design, planning, education and service delivery at a local (place-based) level.

Within their own operations, councils can support and demonstrate the cultural and technological shift required through trialling new technologies and improving the environmental performance of council owned assets. Many communities are taking the lead in the move to a low carbon society and are actively partnering with councils to enable a more rapid community wide transition.

Councils can drive new sustainable development through model Development Control Plans, and support community initiatives towards reducing emissions. Key benefits for councils include reduced operational costs, improved social and economic benefits, enhanced environmental outcomes and improved liveability. Councils are well-placed to coordinate efforts between residents, businesses, and workers within their LGA to move towards reducing emissions, as shown in Figure 4.

Aligning your strategy with environmental objectives in your Community Strategic Plan and with the Integrated Planning and Reporting guidelines can provide a streamlined framework for monitoring and reporting on your progress towards net zero emissions.

Net Zero Emissions Guidance for NSW Councils



Figure 4 How councils can help drive towards net zero emissions

Local Strategic Planning Statements

Every NSW council is required to develop a Local Strategic Planning Statement (LSPS), which sets out a 20-year vision for land use in the local area, the character and values to be preserved, and how change will be managed into the future.

The LSPS is a key opportunity for councils to embed a net zero commitment within the statutory planning process.

The role of council staff

A successful community net zero strategy will have the buy-in and support from all levels of council. Figure 5 provides an indication of actions and considerations that may apply to staff across your council, recognising there is a huge variety of staffing structures and resourcing levels across NSW councils.

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Figure 5 How different council functions can support a community net zero strategy

The role of the community

The community has an essential role to play in developing and delivering a net zero strategy. Obtaining community input to and support for the strategy will:

- secure widespread support and buy-in from the community through early, targeted engagement
- establish effective partnerships with businesses and community groups to identify and implement emissions reduction opportunities
- build resilience within the community to respond and adapt to the physical and transitional impacts of climate change.

This guide covers the different touchpoints for involving the local community during the development and implementation of a net zero strategy. Engagement with the community and internal council stakeholders is likely to be an iterative process that occurs at each stage of your journey toward net zero emissions.

Net Zero Emissions Guidance for NSW Councils

Developing a community net zero strategy

The key steps to developing and delivering your own community net zero strategy are shown in Figure 1 and explained in more detail below.



Figure 6 Step-by-step process for developing a community net zero strategy

1. Engage stakeholders

Minimum

Develop your community net zero strategy informed by consultation with local businesses and the community

Go further

Integrate commitments from business and the community to actively collaborate when delivering the strategy

Engaging internal and external stakeholders, as well as broad community engagement, is central to achieving net zero emissions. Developing a net zero emissions strategy is easier when the right people are engaged from an early stage and involved for the duration of the strategy.

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Successful stakeholder engagement enables councils to:

- secure widespread support and buy-in
- gather the most appropriate and comprehensive data and information
- improve the overall quality of the strategy
- establish partnerships and strengthen relationships that will be necessary for delivery.

During this process, it is important to remind stakeholders that a community net zero strategy can deliver more than climate mitigation – it also has potential to bring wider benefits like a cleaner environment, energy security and local investment and jobs.

Table 1 outlines the touchpoints with key stakeholders throughout each step of a net zero strategy.

Format of engagement

Multiple engagement formats can be used to provide an opportunity for everyone in the community to contribute to the community net zero strategy. Your community consultation might include co-design workshops, drop-in sessions and/or online platforms, for example.

Ongoing interaction

Feedback is an important component of community engagement that can help maintain momentum. You can keep the community informed about what you heard them say, and new developments and opportunities, through a range of mechanisms including:

- exhibition of public consultation documents issued for comment
- updated reports documenting stakeholder concerns and suggestions
- social media channels and local media reports
- 'pledges' from business and society to support the council's climate change goals.

Table 1 Involving stakeholders in the development of a community net zero strategy

| Stage of progress | Objectives | Interactions with stakeholders |
|---|---|--|
| 1. Engage stakeholders | <ul style="list-style-type: none"> • Gain internal buy-in to proceed with the project • Start collaboration with the community • Set a clear direction within council for developing the strategy • Gather input and build support and ownership from the community | <ul style="list-style-type: none"> • Seek support from councillors and senior managers • Make council's intentions public • Undertake community stakeholder mapping (residents, business and government) • Prepare a community consultation plan • Allocate senior level responsibility for developing the strategy |
| 2. Get to know your community emissions profile | <ul style="list-style-type: none"> • Understand and refine your community emissions profile | <ul style="list-style-type: none"> • Raise awareness about the community profile and key emissions sources • Define the challenge of reducing emissions |
| 3. Identify emissions reduction pathways | <ul style="list-style-type: none"> • Understand your 'business-as-usual' emissions • Develop a list of emissions reduction opportunities • Agree on a robust plan to net zero emissions | <ul style="list-style-type: none"> • Seek ideas about emissions reduction opportunities • Demonstrate how the LGA can deliver emissions reductions at required level • Seek input on emissions reduction targets and pathway |

Net Zero Emissions Guidance for NSW Councils

| Stage of progress | Objectives | Interactions with stakeholders |
|---|---|---|
| 4. Establish a net zero emissions target | <ul style="list-style-type: none"> Establish a net zero emissions target with a timeframe | <ul style="list-style-type: none"> Provide information about different targets and opportunities Seek endorsement of the net zero emissions target from council and community |
| 5. Develop and implement your net zero strategy | <ul style="list-style-type: none"> Develop the strategy based on feedback from preferred emissions reduction pathways Empower the community to reduce emissions Prompt community groups to take ownership of emissions reduction opportunities | <ul style="list-style-type: none"> Communicate the strategy and actions with the community Seek endorsement and commitment from council, community and business Allocate resources (time and finance) to deliver actions Develop programs to empower and enable the community and business to deliver emissions reductions Train staff to facilitate actions |
| 6. Monitor and refine the strategy | <ul style="list-style-type: none"> Establish a transparent process to monitor progress Continually review and refine the strategy Ensure council stays on track to achieve the strategy | <ul style="list-style-type: none"> Keep the community informed of progress to net zero Provide opportunities for ongoing engagement around emissions reduction opportunities Periodically revisit the emissions reduction pathways and refine as needed |
| 7. Share your success | <ul style="list-style-type: none"> Recognise the community's contributions to the strategy | <ul style="list-style-type: none"> Invite case studies from community, business and industry |

2. Get to know your community emissions profile

Minimum

Quantify emissions from stationary energy, transport and waste associated with your LGA

Go further

Quantify all community emissions associated with your LGA

Your community emissions profile (also known as an inventory) identifies and quantifies the key sources of greenhouse gas emissions attributable to your LGA.

The NSW Government is working to ensure councils across New South Wales have access to emissions profiles that are based on consistent data sources and assumptions. Emissions can be rolled up to a precinct or state level, and councils with similar characteristics can utilise comparable data to gain new insights.

If you would like to understand more about generating an emissions profile and emissions reduction pathways, a detailed outline is provided in Appendix A.

Net Zero Emissions Guidance for NSW Councils

You may already have a community emissions profile, through previous work or initiatives by other organisations. Every council will have online access to a BASIC⁴ community emissions profile. There are opportunities to build and refine this using local data.

Analyse your emissions profile

To develop a robust community net zero strategy and enable better decision-making, you need to know your emissions profile in detail. You can do this in several ways:

1. Identify and explore the largest emissions sources in the profile.
2. Analyse your emissions against key indicators (see Table 2 below) to better understand the underlying drivers of emissions in your LGA.
3. Analyse source data for trends and evaluate any secondary data to gain insight into the key factors driving community emissions.

Conducting this analysis will help you to benchmark your profile against similar LGAs and may help generate ideas about emissions reduction activities to include in your net zero strategy.

Table 2 lists several of the indicators that can be used to analyse emissions sources for the BASIC level. This allows you to report on: standard emissions sources; scope 1 and scope 2 emissions from stationary energy and transportation; and scope 1 and scope 3 emissions from waste (refer to the Glossary for definitions of scopes).

Table 2 Key indicators to build an emissions profile for BASIC level reporting

| Sector / emissions source | Key indicators |
|---------------------------------|---|
| General – all sectors | Population and population growth Total dwellings by type Employment Geographic area |
| Stationary energy – electricity | Average electricity use per household Installed capacity of solar photovoltaic (PV) |
| Stationary energy – gas | Average gas use per household Number of households connected to gas mains |
| Transport – private | Mode share of private vehicles Fleet composition that is all-electric |
| Transport – public | Fuel type of public transport mode Number of trips |
| Transport – freight | Trips by freight Fuel efficiency of freight vehicles |
| Waste – all types | Waste diversion rates Kerbside recyclables and garbage per house Green waste collected per year Landfill gas capture |

⁴ The BASIC level of greenhouse gas emissions profile includes the emissions that occur in most LGAs: stationary energy, transportation and waste. See Appendix A for more details.

3. Identify emissions reduction pathways

Minimum

Analyse the drivers of emissions within your emissions profile. Identify opportunities to make the biggest impact on emissions

Go further

Benchmark your performance against similar councils and identify where actions can make the biggest difference to emissions

Emissions reduction pathways explore various emissions reduction opportunities councils might consider for their LGA, and the potential impact these will have on future emissions.

Understand your 'business-as-usual' emissions trajectory

The 'business-as-usual' emissions trajectory provides a picture of what your emissions might look like in future if no action is taken to reduce them. An example of a business-as-usual emissions trajectory is shown in Figure 7.

Future emissions projections are usually modelled based on changes to two types of factors:

- changes to levels of consumption (activity data); for example, increases in population will lead to increases in electricity use or petrol consumption
- changes to emissions intensity; for example, as technologies improve, they often become more efficient, so fewer greenhouse gas emissions are generated from the same amount of activity.

Net Zero Emissions Guidance for NSW Councils

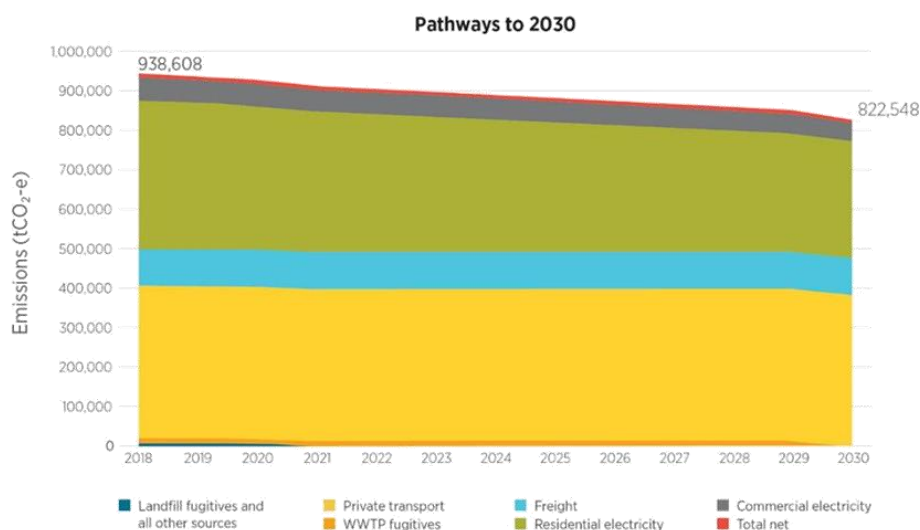


Figure 7 Example of a business-as-usual trajectory

Include effects of grid transition and energy transformation in the electricity grid baseline

For most councils, scope 2 emissions associated with electricity consumption are one of the most significant sources in the community emissions profile. With coal fired power stations closing and an increasing amount of renewable energy in the electricity grid, the emissions factor for grid electricity has been falling in recent years and will continue to fall over time irrespective of council actions. It is important this is considered when modelling a business-as-usual emissions trajectory.

Identify opportunities to reduce emissions



Councils can first investigate ways to reduce community emissions, starting with the sources of highest emissions identified in their emissions profile. In this step, councils can identify as many options as possible. They will later be refined to create the emissions pathway.

Emissions reduction actions can be considered according to the hierarchy outlined in Figure 8, with a priority on avoiding emissions. It is recommended that offsetting is generally used as a last step, after all other options to reduce emissions have been exhausted. The various actions are covered in more detail below.

Figure 8 Hierarchy of emissions reduction actions

Net Zero Emissions Guidance for NSW Councils

The process of identifying opportunities to reduce emissions is ongoing. Numerous opportunities will exist within each sector and can be expanded over time through further scoping work, and as new technologies become available (or affordable).

The **Emissions reduction opportunities by sector** chapter of this guide provides more detail about specific reduction opportunities, supported by case studies.

Avoid

The best way to reduce community emissions is to avoid creating them in the first place. This means identifying activities that create emissions that could be stopped with no or minimal adverse impacts. Usually avoiding emissions also involves avoiding costs, so these activities tend to be highly cost-effective.

Examples include turning off electrical devices when not in use, avoiding travel by using video conferencing or encouraging the community to walk or ride their bike rather than driving petrol or diesel-powered vehicles.

Reduce

Reducing emissions generally involves making activities less emissions-intensive by introducing more efficient technologies or upgrading to more modern processes.

Examples include switching to energy-efficient LED lighting, encouraging more fuel-efficient vehicles and reducing waste sent to landfill.

Replace

Replacing emissions typically refers to transitioning to low-emissions sources of energy (e.g. renewable electricity) instead of traditional fossil fuel sources. Solar PV, wind and hydro power are examples of renewable energy technologies.

Technology improvements and a growing awareness of the need to transition away from fossil fuels is seeing the electrification of many sectors. All buildings now have options to completely replace natural gas with renewable energy to power heaters and boilers. Electric transport is also becoming a practical option, with recent technological improvements and cost reductions in electric vehicles.

Electrification will provide more options to reduce emissions in the future as the electricity grid decarbonises further.

Examples of replacing high-emissions sources include:

- installing on-site solar PV to displace the need for emissions-intensive grid electricity
- buying renewable energy (e.g. through the GreenPower program or a corporate Power Purchase Agreement (PPA))
- switching to electric vehicles powered by renewable energy.

Offset

To achieve net zero emissions, any 'residual emissions' that remain after undertaking the actions above can be addressed by purchasing and retiring an equivalent number of carbon offset credits.

A 'carbon credit' is a unit, usually represented in an accredited certificate, representing one tonne of CO₂-e prevented, reduced or sequestered by an activity. These credits can then be sold as carbon offsets to compensate for emissions occurring elsewhere. Carbon markets are a mechanism for trading credits and funding emission reduction projects.

Net Zero Emissions Guidance for NSW Councils

Offsetting is usually considered a transitional measure when implementing a net zero strategy. For example, some communities or businesses may wish to bring forward their net zero plan but have some harder to mitigate activities in the short to medium term. It is an option available to address the emissions you are unable to reduce through other methods.

This may also present an economic opportunity for some communities and businesses, such as agriculture or public land managers, to sell offsets to others.

Offsetting needs to be carefully considered. If it is not done well it can lead to reputational risks and can be expensive. Reputational risks arise when the community feels that real efforts to reduce emissions have not been taken, and offsets have been purchased as an 'easy fix'. This can be avoided by ensuring all emissions reduction options are investigated and where feasible, implemented.

Another reputational risk comes from selecting poor quality or controversial offsets. Offsets with co-benefits meeting a broad range of sustainability commitments for the environment and society are generally well accepted. They often also meet higher standards of measurement, verification and longevity.

Table 3 Key traits to consider when choosing carbon offsets

| Trait | Relevance to councils |
|---------------|---|
| Certification | Best practice offsets purchased are certified to a reputable standard, such as Australian Carbon Credit Units (ACCUs), Eligible-International Emissions Units (EIEUs), Verified Emissions Reductions (VERs) and Verified Carbon Units (VCUs). |
| Location | Give preference to purchasing credits from within the LGA (where available) so council funds support local initiatives; however, many councils will not have carbon offsetting projects in their LGA. Give next preference to domestic offsets with co-benefits such as enhanced biodiversity outcomes or support indigenous communities. |
| Project type | Different project types may be regarded as more credible, or better aligned to council values; for example, reforestation or hydroelectricity. |
| Co-benefits | There is growing demand for offsets with high additional co-benefits beyond carbon abatement, such as biodiversity outcomes, Aboriginal cultural and economic development, amenity, agricultural productivity, and landscape resilience. However, these co-benefits also typically increase the price of the offset unit. |

As more businesses and organisations move towards net zero, the provision of offsets is creating an enormous economic and employment opportunity for regional NSW. This includes diversified revenue streams for land managers and an increased number of jobs that service and supply carbon markets such as renewable energy and environmental monitoring. Councils can consider creating carbon offset projects on council-managed land, such as Blacktown Council and Liverpool Plains Shire Council's 2010 [Regenesis project](#), an Australian first.

Insetting

Unlike offsetting, which is typically undertaken by an unrelated third party, insetting is the process of including emissions reduction and carbon storage in a supply chain or in a local setting. As an example, an ice-cream manufacturer supports agroforestry in their supplier's vanilla plantations thereby balancing the emissions resulting from importing the vanilla. In a local setting, some farmers' markets are now incorporating a carbon price for local produce that has been grown using regenerative carbon farming techniques.

Net Zero Emissions Guidance for NSW Councils

Develop net zero emissions pathways

The net zero emissions pathway maps out the activities that will be undertaken to achieve net zero emissions, and the resulting emissions plan over time.

To develop the pathway, review the emissions reduction opportunities identified in the previous step and decide which of these will be adopted in the net zero strategy. This process works well when it is collaborative, involving all affected internal and external stakeholders to ensure there is buy-in for the chosen actions and a good likelihood of success.

Deciding which opportunities to adopt will often be primarily based on their cost-effectiveness, noting that many emissions reduction actions (e.g. energy efficiency projects) will result in cost savings over time. A robust approach to building a pathway, where possible, is the use of a marginal abatement cost curve (MACC) that is developed for or adapted to the local specific conditions. The MACC may be built on the emission reduction opportunities identified in the previous steps.

There are other important factors that can be considered, including:

- council's ability to control or influence the emissions source
- the level of technical or financial uncertainty and risk associated with the opportunity
- associated co-benefits (e.g. local economic development or biodiversity enhancement)
- community perceptions
- staff and councillor appetite
- level of ambition and related targets of both council and potential partners within the LGA
- state and federal programs, grants and policies.

Once chosen, key emissions reduction actions can be modelled to establish a pathway for community emissions over time. The gap between planned actions and the net zero target is referred to as 'residual emissions'. These can be addressed by revisiting the list of actions to be implemented, or by purchasing offsets.

4. Establish your emissions target**Minimum**

Set an emissions reduction target, potentially a net zero emissions 2050 target aligning with NSW government climate change policy

Go further

Set interim targets that drive decarbonisation across all emission sources

Define commitments and publish emissions reduction targets

Once the net zero pathway is established, targets can be set to cement the net zero objective. Targets can consist of an ultimate net zero goal (i.e. the year in which net zero emissions will be achieved) and interim targets to help ensure the net zero trajectory is maintained over time.

Wherever possible, it is preferable to have interim targets that are 'science based' – that is, they should align with the level of decarbonisation required to keep warming within 2°C (or 1.5°C for more ambitious councils). Table 4 gives an indication of what level of emissions reduction is required in which year, measured against a 2015 baseline. Always bear in mind that these are minimums, if possible deeper emissions reductions and shorter timeframes are preferable.

Net Zero Emissions Guidance for NSW Councils

Table 4 Extract from Deadline 2020 showing the projected emission savings per capita to inform interim targets

| | Savings against 2015 emissions | |
|--------------------------|--------------------------------|--------------|
| | 1.5°C scenario | 2°C scenario |
| 2020 saving ⁵ | -5% | -5% |
| 2030 saving | 26% | 24% |
| 2040 saving | 68% | 51% |
| 2050 saving | 100% | 78% |

In a best-case scenario, all commitments and targets are guided by public consultation with residents and businesses.

In many cases, net zero targets are also endorsed by council. A commitment showing leadership from council with additional support from local stakeholders will strengthen the plan's delivery. This could be in the form of a signed agreement made publicly available.

5. Develop and implement your net zero emissions strategy

Minimum

Council highlights options to reduce community emissions and indications of how the LGA can achieve this

Go further

A clearly defined strategy outlining the actions council and community will take towards net zero emissions by 2050 at the latest

Develop the strategy

Your emissions reduction strategy outlines how you plan to achieve your emissions pathway and targets, and will be built on the knowledge, insights and feedback from across council and the community.

A comprehensive strategy document will contain the following:

- clearly defined responsibilities for implementing the strategy
- the defined LGA boundary,
- community emissions profile
- notes on sources excluded from the profile, and why
- the business-as-usual trajectory, forecasting emissions out to 2050 (and any underlying assumptions)
- a summary of emissions reduction opportunities, including an economic analysis of costs and benefits over time to inform investment decisions
- transparent documentation of a method for prioritising and selecting actions

⁵ Negative percentage indicates an allowance for an increase in emissions to 2020 (i.e. emissions peak before declining rapidly).

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- planned or future pathways to reach commitments
- discussion on abating residual emissions (the ‘gap’ between projected emissions and the emissions reduction target)
- for all actions selected, a lead institution is nominated, while commenting on the partnership or collaboration arrangement with council
- acknowledgement of the dependencies inherent within the strategy including reliance on state and federal governments, residents and business, and how council can influence or assist these stakeholders to achieve the required changes
- planned ‘touchpoints’ with stakeholders to communicate progress and correct any shortfalls in emissions reductions
- a risk assessment of actions and the barriers to achieving success.

Once drafted, the strategy is then presented to relevant councillors and executives for approval.

As previously discussed in this guide, many councils are engaging with their community, who often have expertise and ideas to provide input to the strategy, contribute to actions, and take ownership of actions to drive emissions reductions.

You may choose to create a holistic climate change strategy, integrating the net zero strategy with a climate risk assessment and the required climate adaptation actions.

Implement the strategy

To be successful, community net zero strategies must be adequately resourced. In a council context, resources can refer to financial support, staff time, and training to build capacity.

Resources – both internal and external – are allocated for developing the net zero strategy itself, along with implementing actions defined in the strategy. Figure 9 outlines approaches to ensuring the effective implementation of the community net zero strategy.



Figure 9 Approaches to allocation of resourcing

6. Monitor, evaluate and review your strategy

Minimum

Keep your net zero strategy relevant and up to date

Go further

Update your net zero strategy over time, with input from local residents and businesses

For your net zero strategy to stay current and improve over time, it is best to consider regular updates and evaluation. This can be achieved by developing a formal process that covers the three steps listed below.

Recalculate your emissions profile

It is important to recalculate the community emissions profile regularly to enable you to monitor the progress of your net zero strategy. It is preferable to do this at least every four years in alignment with the Integrated Planning and Reporting guidelines, to capture changes to the emissions profile and ensure the latest science and carbon accounting methodologies are being used.

Monitor and track progress against targets

Monitoring emissions over time and tracking performance on an ongoing basis ensures you know if you're deviating too far from the chosen pathway or are at risk of missing any interim targets. In its simplest form, this can be done by reviewing the most recent emissions profile against projected emissions; however, it's often worthwhile tracking the progress of individual projects to ensure they are having the desired impact.

Update emissions reduction opportunities and pathways

With the information provided from the monitoring and tracking of progress and following regular recalculation of the emissions inventory, you can return to Step 4 and update the emissions reductions opportunities that make up the selected pathway. This may involve recalculating the emissions reductions from chosen actions or identifying brand new actions for consideration. Updating emissions reduction opportunities is vital considering the rapid developments in both technology and climate science, which result in new opportunities for emissions reductions becoming available on a continual basis.

7. Share your success

Minimum

Report your progress on your website and in council newsletters

Go further

Celebrate success with community events, local media and awards.

Report your progress

Clearly communicate your net zero strategy in a manner that is accessible to the intended audience. Communicating successes, along with the reasons for any failures will create confidence and help consolidate support from key stakeholders. This process can also be used to encourage community members to identify emissions reduction opportunities in their own homes and businesses.

Globally, over 9000 cities have committed to develop a full climate action plan through the Global Covenant of Mayors for Climate and Energy. Over 800 cities worldwide are reporting and disclosing carbon data on the global Carbon Disclosure Project platform, demonstrating their commitment to building a sustainable economy and tackling climate change.

Celebrate your success

Share case studies and stories of local achievements through a range of media channels that acknowledge actions of business, council and community. Recognition of local effort helps build capacity and inspire others. Think about entering awards that recognise and celebrate your commitment and success by participating in local, state or national awards.

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Emissions reduction opportunities by sector

This section provides further details about the types of emissions reduction opportunities that councils may wish to adopt in key sectors as part of their net zero strategy.

Stationary energy

Stationary energy covers the energy used to power buildings, factories and infrastructure. It is the largest sector, contributing 60% of NSW's greenhouse gas emissions in 2017⁶, primarily from public electricity production. For community emissions, it usually represents the largest source of emissions and includes electricity consumption and the combustion of natural gas in heaters and boilers.

Energy efficiency is the first step in reducing emissions from stationary energy. Improving the energy efficiency of existing and new buildings decreases emissions and has numerous other benefits including reduced power bills, improved comfort and increased productivity.

Remaining electricity emissions can be addressed through renewables. This can be generated on site or purchased off site. On-site solar PV is cost-effective to install on most buildings to offset grid electricity consumption and costs. Precincts provide an opportunity for integrated renewable energy systems (combining energy generation and battery storage) to be designed and installed to supply their own needs and to sell to other consumers. Residents and businesses within LGAs can also procure renewables through GreenPower or PPAs – either through rooftop PPAs for local business or aggregated offtake agreements from large-scale renewable developments such as wind and solar farms.

Non-electricity stationary energy sources can often be electrified (i.e. replaced or retrofitted so they use electricity only) and powered by renewable electricity to reduce emissions. For example, gas heaters can be replaced by electric heaters and gas hot water systems can be replaced by heat pumps. Currently green hydrogen is being trialled as a substitute for gas.

Figure 10 summarises some ways councils can drive greenhouse gas emissions reductions for stationary energy. Many councils have already implemented energy actions.

⁶ NSW emissions profile, see Figure 2 of this document

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| Direct council operations | Council planning, regulations & services | Community engagement |
|--|---|--|
| <ul style="list-style-type: none"> • Energy efficiency: • Retrofitting and optimising heating, ventilation, and cooling (HVAC) • Upgrade lighting (LEDs, sensors): facilities, street lights • Building fabric upgrades • Energy efficient appliances and hot water • Electrification of space and water heating, and cooking systems • Renewables: • Install rooftop solar PV or large scale solar/wind • Power purchase agreements to procure renewable energy • Electrify gas appliances and vehicle fleet • Microgrids and virtual power plants | <ul style="list-style-type: none"> • Adopt energy efficiency objectives and controls in development control plans to reduce emissions and prepare for low carbon technologies • Provide council access to funding and/or incentives for energy efficiency upgrades • Provide guidance to households and businesses on how to access renewable energy • Offer reduced rates to low-emissions buildings and businesses • Develop emissions reduction guidance for different building types (e.g. offices, schools, factories, etc) | <ul style="list-style-type: none"> • Promote the use of green building ratings tools (e.g. NABERS, Green Star Communities) • Provide community access to funding and/or incentives for energy efficiency upgrades • Provide guidance to households and businesses on how to access renewable energy • Facilitate Environmental Upgrade Finance to help businesses access funding for projects • Run community and business workshops on sustainable practices • Support communities to create microgrids |

Figure 10 Opportunities for councils to reduce greenhouse gas emissions from stationary energy

Transport

The transport sector contributes 21% of NSW's greenhouse gas emissions, with road-based transport contributing almost 85% of this figure.

Electric vehicles, autonomous driving and smart technology (e.g. ride hailing apps and the 'internet of things') are large disruptors in the transport sector. Public and active transport are also central components of any transport emissions reduction strategy.

A sustainable transport future can provide many benefits within a community, including:

- increased mobility for all members of a community
- improved air quality through reduced emissions from cars and trucks
- more active communities
- improved safety outcomes for pedestrians and cyclists
- reduced isolation by improving access to facilities and connectedness.

Figure 11 below summarises some of the main ways councils can drive greenhouse gas emissions reduction in the transport sector.

Some councils have already implemented transport actions.

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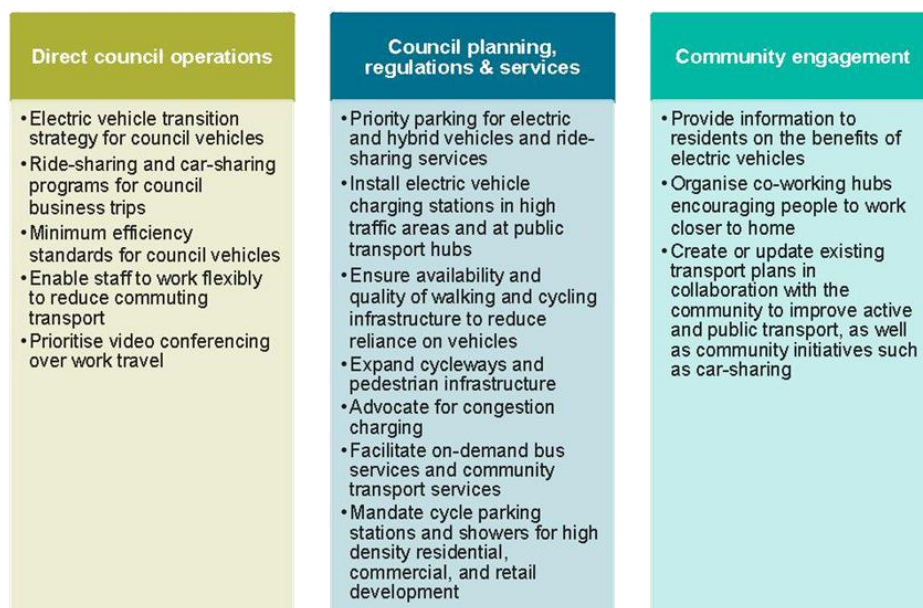


Figure 11 Opportunities for councils to reduce greenhouse gas emissions from transport

Waste

Waste accounts for 2.2% of total emissions from NSW in 2017. These emissions occur when organic matter (e.g. food and garden waste) breaks down in landfills and wastewater treatment facilities, emitting methane (CH₄), which has a global warming potential (GWP) 25 times greater than carbon dioxide. One tonne of organic waste in landfill emits 1.9 tonnes of CO₂-equivalent emissions as it breaks down over 100 years (Department of the Environment and Energy 2018). Each LGA on average disposes of 212 tonnes of organic waste per year (EPA 2014). This will vary widely between councils.

Significant economic value and emissions reductions can be achieved from activities that:

- minimise the amount of waste, particularly organics generated, thereby reducing the amount of waste that could potentially end up in landfill and improving resource efficiency
- divert waste from landfill (with a focus on organic waste), thereby reducing emissions and potentially creating a new saleable product (e.g. recycled plastic or garden compost)
- increase the capture of landfill gas and either flare (which converts methane to CO₂ with a lower GWP), or generate power for boilers, kilns or even electricity generators.

Furthermore, there is diminishing capacity in existing landfill sites in Greater Sydney and more waste is being sent to landfill outside the region, adding to environmental concerns, transport emissions and the cost of waste processing.

A net zero strategy that addresses waste can therefore help reduce emissions and reduce other environmental impacts. Figure 12 below summarises some of the main ways councils can drive greenhouse gas emissions reductions for the waste sector.

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| Direct council operations | Council planning, regulations & services | Community engagement |
|--|---|--|
| <ul style="list-style-type: none"> •Waste minimisation strategies at council-operated sites •Filtration and reuse of grey water •Water tanks at council facilities •Encourage the procurement of local recycled content through council tenders and procurements e.g. by mandating a percentage of local recycled content for council procurement for construction materials and/or operations (e.g. purchase of fertiliser) | <ul style="list-style-type: none"> •Recovery of food and garden organic waste for households and businesses via additional kerbside bin •Expand auditing of kerbside bins to improve the quality of waste data •In high density residential, commercial, and retail developments, mandate waste stream infrastructure •Adopt targets to increase on-site waste management for new developments •Adopt on-site waste management objectives and controls in development control plans •Encourage local reuse and repair initiatives | <ul style="list-style-type: none"> •Roll out community education campaigns to reduce contamination of recycling streams, promote drop-off centres for problem wastes, and minimise waste generation •Promote 'circular economy' among local manufacturers to maximise benefits from resource recovery in the area •Free or subsidised sustainable waste management tools for the community (e.g. worm farms) •Incentives for local businesses to prevent single use plastic at council events •Collection or drop off services for reusable and repairable household and business items |

Figure 12 Opportunities for councils to divert waste from landfill

Agriculture, Forestry and Other Land Use

In this guide, Agriculture, Forestry and Other Land Use (AFOLU) is considered as one combined emission sector. This is consistent with current IPCC and UNFCCC guidelines.

This was first adopted in the IPCC Guidelines in 2006. The UNFCCC adopted these guidelines for its reporting purposes from 2015. Previously AFOLU was reported as two individual sectors; Agriculture and LULUCF (Land Use, Land-Use Change and Forestry). The main difference between Agriculture and LULUCF is there are only emissions in Agricultural processes, however in LULUCF it is possible to also have removals of carbon dioxide and carbon storage. In summary, AFOLU can act as both a source of emissions and an emissions sink. Agriculture alone accounted for 19.4 Mt CO₂-e in NSW in 2017, whilst forestry and land use contributed to an overall reduction of 12.7 Mt CO₂-e.

As demonstrated in Figure 1, Commonwealth and NSW governments continue to report Agriculture and Land Use emission sectors separately.

Considered separately, agricultural practices are the third largest source of emissions in New South Wales. Over 70% of these emissions are methane (CH₄) produced from ruminant livestock such as cattle and sheep (NSW Department of Primary Industries 2018). The remaining 30% of emissions sources include manure, nitrous oxides from fertiliser use, crop waste decomposition, rice cultivation and stubble burning. Although a significant source of emissions, agriculture, forestry and other land use as a combined sector present a unique opportunity to draw down carbon from the atmosphere. In this way, these sectors may also serve as a carbon sink through a range of carbon farming and land management practices including:

- sustainable grazing systems for livestock

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- conversion of cropland to pasture
- stubble retention
- environmental planting including shelter belts
- native vegetation regrowth
- agroforestry.

Forestry and appropriate land-use management strategies, such as revegetation, reforestation and soil carbon management, offer some of the best opportunities for rapid, cost-effective carbon sequestration. In addition to carbon sequestration activities, it is important that existing carbon stocks, including national parks, are conserved and improved. Conversely, poor land management practices and land clearing are a major source of greenhouse gas emissions. This includes losses in soil carbon through wind erosion and dust emissions.

Significant market opportunities and emissions reductions can be achieved from activities that:

- reduce methane production from livestock (e.g. through feed supplements)
- support carbon farming practices and access to carbon markets
- increase consumer demand for carbon neutral agricultural and forestry products.

While council may have limited control over agricultural practices, council can be a conduit to promoting and connecting agricultural producers and managers with new opportunities. The NSW Department of Primary Industries (DPI) is leading two projects that will directly contribute to emissions reduction within the agriculture sector:

- Emissions Reduction Pathways Project – This project will investigate the feasibility of cost-effective emissions reduction and carbon sequestration for primary industries.
- Accessing Carbon Markets Project – This project seeks to increase primary industries' access to carbon markets and opportunities to optimise industry contribution to reduce emissions.

DPI's broader climate change strategy identifies other opportunities for farmers that support emissions reduction in the stationary energy sector. For example, DPI has several projects in this area including the Clean Energy Solutions, Biomass for Energy and Energy Efficiency projects. For more information, visit [DPI's Climate Research Strategy webpage](#).

Farmers can connect with DPI directly or engage with Local Land Services (LLS) for support and advice. In addition, the CSIRO has developed tools to provide land managers with an insight to potential opportunities and estimated income from opportunities currently available under the Emissions Reduction Fund (ERF). Visit the [LOOC-C website](#) for more information.

Emissions reduction activities in this sector may also have additional benefits such as increased resilience to climate change or positive biodiversity outcomes. Increasing urban tree canopy can reduce the impact of flooding and limit urban heat island effect. Cooler streets mean cooler cars and households, and therefore can reduce energy use. A greater urban canopy allows for more active and social communities.

Research has shown that increased urban canopy cover in retail areas can have local economic benefits, by improving retail activity by up to 20% (Greater Shepparton City Council 2017). Increasing native tree cover can have many positive environmental benefits for native wildlife.

By expanding or maintaining the urban green grid (e.g. tree canopy and green space) in your LGA, carbon can be drawn out of the atmosphere into plants and soil. There are now several methods to create (and sell) carbon credits for undertaking these activities under the federal government's Emissions Reduction Fund (Department of the Environment and Energy 2017).

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| Direct Council operations | Council planning, regulations & services | Community engagement |
|--|--|---|
| <ul style="list-style-type: none"> • Review procurement practices to identify low emissions products where practical • Greenwaste can be processed into compost or biochar and made available for application to gardens and farmland to increase soil carbon and reduce fertiliser use • Install green roofs and green walls in Council buildings • Increase tree canopy on Council-owned sites | <ul style="list-style-type: none"> • Ensure appropriate zoning to support use of land according to potential (capability) and to ensure balance between production/conservation/urban & infrastructure • Promote low-emissions resources in construction projects (such as recycled and sustainably harvested timber, hempcrete and other alternatives to high-emissions building materials) • Ensure sufficient tree planting in new developments and provide tree protection controls • Protect and maintain native vegetation and habitat, including grasslands, when approving new development. • Adopt vegetation clearing controls in the development control plan to protect and maintain native vegetation and habitat in established areas. Set targets for tree planting in established areas. • Identify sites for bush and soil regeneration projects • Plan for parks and greenspace - also provides social amenities for the community • Increase urban tree canopy by greening pavements, streets and car parks with native verge gardens and median strips • Plan for community gardens | <ul style="list-style-type: none"> • Work with local businesses to measure and manage emissions from peri-urban agriculture and forestry (if relevant) • Engage with local interest groups to foster carbon reduction to build awareness of the role of agriculture in achieving net-zero • Encourage land holders to plant trees and create green space • Support local carbon farming opportunities and link farmers to Department of Primary Industries and Local Land Services initiatives and programs • Support local farmers markets that promote and value carbon farming practices • Facilitate gardening and vegetation workshops • Support local community "greening" organisations and work together on bush and soil regeneration projects • Implement "citizen forester" programs |

Figure 13 Opportunities for councils to reduce greenhouse gas emissions in Agriculture, Forestry and Other Land Use

Industrial processes

Industrial processes can account for significant greenhouse gas emissions, particularly from intensive industries such as cement, steel and glass materials which are used in construction projects. In New South Wales, these materials are responsible for 13 Mt or 10% of NSW total emissions.

Although your LGA may not include heavy industry, local government can demonstrate leadership by choosing low emissions materials and alternative resources for new developments where practical. Your LGA may also be able to offer offsets to help some heavy emitters elsewhere achieve their net zero goals, such as through revegetation projects.



Figure 14 Opportunities for councils to reduce greenhouse gas emissions in Industrial processes

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Community net zero strategy checklist

Use the checklist below to assess your progress on the net zero journey.
Check the appropriate box to indicate you have completed an action.

| | Done? |
|--|--------------------------|
| 1. Engage stakeholders (ongoing) | <input type="checkbox"/> |
| 2. Get to know your community emissions profile | |
| 2.1 Set your emission boundaries | <input type="checkbox"/> |
| 2.2 Collate data | <input type="checkbox"/> |
| 2.3 Calculate your community emissions | <input type="checkbox"/> |
| 2.4 Analyse your baseline emissions profile | <input type="checkbox"/> |
| 3. Identify emissions reduction pathways | |
| 3.1 Understand your 'business-as-usual' emissions | <input type="checkbox"/> |
| 3.2 Identify opportunities to reduce emissions | <input type="checkbox"/> |
| 3.3 Develop a net zero emissions pathway | <input type="checkbox"/> |
| 4. Establish a net zero emissions target | |
| 4.1 Establish your target | <input type="checkbox"/> |
| 4.2 Seek council and community endorsement | <input type="checkbox"/> |
| 5. Develop and implement your net zero emissions strategy | |
| 5.1 Define commitments and publish emissions reduction targets | <input type="checkbox"/> |
| 5.2 Develop a strategy in collaboration with the community | <input type="checkbox"/> |
| 5.3 Update commitments and publish emissions reduction targets | <input type="checkbox"/> |
| 6. Monitor, evaluate and review your strategy | |
| 6.1 Recalculate your emissions profile | <input type="checkbox"/> |
| 6.2 Monitor and track progress against targets | <input type="checkbox"/> |
| 6.3 Update emissions reduction pathways | <input type="checkbox"/> |
| 7. Share your success | |
| 7.1 Celebrate your progress | <input type="checkbox"/> |
| 7.2 Share case studies of local achievements | <input type="checkbox"/> |

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Resources

The AdaptNSW website provides resources on climate change mitigation and adaptation relating to urban greening.

climatechange.environment.nsw.gov.au

Australian PV Institute's *Solar PV Maps and Tools* can provide tools to explore rooftop PV potential and per-postcode market penetration.

pv-map.apvi.org.au

Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities: How to improve waste management at commercial facilities.

www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/managewaste/120960-comm-ind.pdf

Better Practice Guide for Resource Recovery in Residential Developments: How to improve waste management in residential developments

<http://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/warrlocal/19p1559-resource-recovery-in-residential-developments.pdf>

Beyond Zero Emissions have a range of resources, research and guides for communities and businesses planning for net zero across all sectors, including land use.

bze.org.au

BZE have developed the Zero Carbon Communities initiative

www.bze.org.au/zero-carbon-communities

Cities Power Partnership is a network for councils designed to provide sharing between members. Councils who join the partnership make five action pledges in either renewable energy, efficiency, transport or working in partnership to tackle climate change.

citiespowerpartnership.org.au

The Climate Action Planning Framework developed by C40 provides a framework for cities to deliver climate action in line with the Paris Agreement, enabling councils to drive rapid and systematic change. The framework also considers climate adaptation.

resourcecentre.c40.org/climate-action-planning-framework-home

The Climate Active Carbon Neutral Standard (formerly NCOS) enables the certification of carbon neutrality for organisations, events, buildings and precincts. Climate Active may be expanded in the future to include a standard for the certification of carbon neutral cities, which will likely be like the approach adopted for Precincts. Climate Active also provides guidance on carbon offset units that have been assessed as meeting the Standard's offsets integrity principles.

www.environment.gov.au/climate-change/government/climate-active/

C40 Cities Climate Leadership Group (C40) in partnership with the University of Leeds (United Kingdom), the University of New South Wales (Australia), and Arup have conducted a joint study to establish consumption-based GHG inventories to better understand the ability of cities to contribute to GHG emissions reduction activities beyond their city boundaries.

www.c40.org/researches/consumption-based-emissions

COAG Trajectory for Low Energy Buildings is a national plan that sets a trajectory towards zero energy (and carbon) ready buildings for Australia.

coagenergycouncil.gov.au/publications/trajectory-low-energy-buildings

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Co-operative Research Centre for Low Carbon Living (CRC-LCL) is a national research and innovation hub based at UNSW that seeks to enable a globally competitive low carbon-built environment sector in Australia.

www.lowcarbonlivingcrc.com.au

Deadline 2020 is the first significant route map for achieving the Paris Agreement, outlining the pace, scale and prioritisation of action needed by C40 member cities over the next five years and beyond.

www.c40.org/researches/deadline-2020

Food Smart is an interactive program to help NSW households learn how to reduce food waste at home. Households receive a toolkit with resources like bag clips and food huggers to help them reduce food waste and receive email prompts and tips to help them on their way.

www.lovefoodhatewaste.nsw.gov.au/at-home/food-smart-program

Green Star is a suite of ratings tools and resources for the sustainable design, construction and operation of buildings, industries and communities. It is administered by the Green Building Council of Australia.

new.gbca.org.au/green-star

The National Australian Built Environment Rating System (NABERS) is a suite of rating tools to rate buildings on their energy efficiency, water consumption, waste generation and internal environment quality.

www.nabers.gov.au

The National Greenhouse Accounts (NGA) factors are a set of carbon calculation methodologies and emissions factors published annually by the Australian Government. This document can be used by councils to assist in calculating their community greenhouse gas emissions.

www.environment.gov.au/climate-change/climate-science-data/greenhouse-gas-measurement/publications/national-greenhouse-accounts-factors-august-2019

The Net Zero Emissions Tracker will be a free online database of emissions reduction commitments from Australian organisations, with a focus on net zero emissions commitments. The tool is being developed by ClimateWorks and is scheduled for release in late 2019.

<https://www.climateworksaustralia.org/project/net-zero-momentum-tracker/>

Open Cities is a national peak association for Next-Gen infrastructure and services. It works with utility and mobility businesses, councils, government agencies, and financial and research organisation to create policy and market setting that transition Australia's utility and mobility sectors to the future. It has co-designed a 5-Step Guide to Next-Gen infrastructure to assist councils and communities to procure and build Next-Gen utility and mobility solutions.

opencities.net.au

The Point Advisory Net Zero Pathways Tool enables councils to visualise different climate action trajectories by switching emissions reduction opportunities on and off, and by adjusting key assumptions.

www.pointadvisory.com/tools/netzero

The NSW Government Architect has developed reports on Sydney's Green Grid by district.

www.governmentarchitect.nsw.gov.au/projects/sydney-green-grid

PAS 2070:2013 (Specification for the assessment of greenhouse gas emissions of a city) is an accounting methodology for community-scale greenhouse gas emissions. It expands upon the

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number of reportable emissions sources in the GPC⁷. The standard should only be used once a comprehensive strategy focusing on emissions reductions has been created for the GPC categories.

shop.bsigroup.com/Browse-By-Subject/Environmental-Management-and-Sustainability/PAS-2070-2013

UTS Institute for Sustainable Futures undertakes research on waste minimisation and renewable energy opportunities.

www.uts.edu.au/research-and-teaching/our-research/institute-sustainable-futures

Initiatives to assist funding available to NSW councils

Budget pressures can be a major barrier to NSW councils implementing the initiatives needed to realise their net-zero goals. There are currently various government backed initiatives that can assist NSW councils with grant funding, competitive finance or capacity building services:

NSW Sustainable Government team provides strategic support and advice for energy efficiency projects. They can provide government organisations with access to a pre-qualified panel of energy service companies, energy-usage data analysis tools and access to finance.

<https://www.environment.nsw.gov.au/topics/sustainable-business-and-government/sustainability-in-government-agencies>

Australian Renewable Energy Agency ARENA was established by the Australian Government on 1 July 2012 to improve the competitiveness of renewable energy technologies and increase the supply of renewable energy in Australia.

<https://arena.gov.au/>

Clean Energy Finance Corporation, CEFC has a unique role to increase investment in Australia's transition to lower emissions. We invest to lead the market, operating with commercial rigour to address some of Australia's toughest emissions challenges - in agriculture, energy generation and storage, infrastructure, property, transport and waste.

<https://www.cefc.com.au/>

The Emissions Reduction Fund is a scheme that provides financial incentives to organisations and individuals to use new practices and technologies in their business, so they can reduce their greenhouse gas emissions and improve their energy efficiency.

<https://www.business.gov.au/assistance/emissions-reduction-fund>

The NSW Energy Savings Scheme (ESS) seeks to reduce energy consumption in NSW by creating financial incentives for organisations to invest in energy saving projects. Energy savings are achieved by installing, improving or replacing energy savings equipment.

<https://www.ess.nsw.gov.au/Home/About-ESS>

TCorp Green Term Deposits - TCorp's position as a programmatic issuer has enabled it to pilot the issue of green term deposits to the NSW local government sector. The net proceeds from these deposits are earmarked against the same pool of eligible green assets as the Green Bond, with Climate Bonds Standard Certification received in August 2019. A maximum cap will be applied to this product to ensure the asset pool exceeds the total size of all sustainability bonds and green term deposits on issue at any given point in time.

<https://www.tcorp.nsw.gov.au/resource/TCORP-Sustainability-Bond-Programme-Annual-Report-2019-Secured.pdf>

⁷ Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories; see Appendix A

Appendix

How to develop your current community emissions profile

Minimum

Quantify emissions from stationary energy, transport and waste associated with your LGA

Go further

Quantify all community emissions associated with your LGA

Your community emissions profile (also known as your inventory) identifies and quantifies the key sources of greenhouse gas emissions attributable to your LGA.

The **Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories** (GPC) is a globally accepted standard used to identify, calculate and report community greenhouse gas emissions. The GPC is recommended for all councils seeking to develop a community emissions inventory and is compatible with internationally recognised programs such as the Global Covenant of Mayors.

Other accounting standards and frameworks, many of which are based on the GPC, are included in the 'Resources' section of this document.

You may already have a community emissions profile, through previous work or initiatives by other organisations. For example, Resilient Sydney have developed community emissions profiles for Greater Sydney councils, and some regional councils have also already developed emissions baseline profiles.

Decide on the types of emissions to be included in your community emissions profile

The first step is to identify what sources should be included and excluded in your emissions profile. Adopting an appropriate definition means your profile will be credible, comparable with your peers' profiles and consistent over time.

The emissions profile covers activities that occur within the physical LGA boundary. The GPC allows for two levels of reporting:

- BASIC – covers emissions that occur in almost all LGAs (stationary energy, in-boundary transportation, and in-boundary generated waste)
- BASIC+ – covers BASIC sources as above plus industrial emissions, agriculture, land sector, transboundary transportation, and indirect energy emissions.

Emissions 'scopes' help to categorise the sources of emissions that should be included in the boundary, as defined in Table A1.

The GPC also specifies that an emissions inventory must cover a time period of one year.

Net Zero Emissions Guidance for NSW Councils

Table A1 Definition of community emissions 'scopes'⁸

| Scope | Definition (GPC) | Examples |
|---------|--|---|
| Scope 1 | Greenhouse gas emissions from sources within the LGA boundary | Combustion of transport fuels, fugitive emissions from landfills |
| Scope 2 | Greenhouse gas emissions occurring because of the use of grid-supplied electricity, heat, steam and/or cooling within the LGA boundary | Purchased electricity |
| Scope 3 | All other greenhouse gas emissions that occur outside the boundary from activities taking place within the LGA boundary | Electricity transmissions and distribution losses, waste and wastewater exported from the LGA |

Collect data

Once the sources of emissions have been identified, the quantity of emissions from each of these sources can be calculated.

Emissions are typically calculated based on 'activity data', which refers to how much of something is being done – for example the amount of electricity being consumed (in kilowatt hours) or the amount of petrol being combusted (in kilolitres). Table A2 provides examples of sources of activity data typically needed by councils in developing their community profile.

Table A2 Examples of data sources of activity data

| Source | Data sources |
|-------------|---|
| Electricity | Customer data from energy utilities Zone substation data from electricity networks |
| Transport | Transport surveys Freight statistics |
| Waste | Council collection records Waste transfer station and landfill weighbridge records |

Calculate your community emissions

In their simplest form, emission calculations involve multiplying activity data by an 'emissions factor'. An emissions factor is a representative value that relates to the quantity of emissions specific to an activity. In Australia, the most widely used set of emissions calculation methodologies and factors is the [National Greenhouse Accounts](#), published annually by the federal government. An example of a Scope 2 emissions calculation from grid electricity consumption is provided in Figure A1.

⁸ From [GPC](#), section 3.5

Net Zero Emissions Guidance for NSW Councils

| Activity data | | Emissions factor | | Emissions |
|-------------------------|---|------------------------------------|---|------------------------------|
| Electricity consumption | X | 2018 NSW electricity grid factor | = | (divided by 1,000) |
| 450,000,000 kWh | | 0.82 kg CO ₂ -e per kWh | | 369,000 t CO ₂ -e |

Figure A1 Example of emissions calculation for grid electricity consumption

Emissions profiles usually take the form of a spreadsheet providing a list of emissions sources showing the associated activity data and greenhouse gas emissions, presented as ‘tonnes of carbon dioxide equivalent’ (tCO₂-e).

Net Zero Emissions Guidance for NSW Councils

Glossary

100% renewable: Refers to instances where all electricity consumption is sourced from renewable sources (either directly via on-site renewables, via retailer GreenPower programs, or through the purchase and retirement of renewable energy certificates).

Australian Carbon Credit Unit (ACCU): 1 ACCU = 1 tonne of carbon stored. ACCUs are the central tradeable unit of the Commonwealth Emissions Reduction Fund. ACCUs are issued by the Clean Energy Regulator in accordance with *Carbon Credits (Carbon Farming Initiative) Act 2011*.

BASIC: The BASIC level covers scope 1 and scope 2 emissions from stationary energy and transportation, as well as scope 1 and scope 3 emissions from waste.

BASIC+: This is an extension of BASIC, involving more complex data collection and calculation processes, and additionally includes emissions from IPPU (Industrial Processes and Product Use), and AFOLU (Agriculture, Forestry and Other Land Use) and transboundary transportation.

BASIX: The Building Sustainability Index (BASIX) is a planning measure developed by the NSW Government under the Environmental Planning and Assessment Regulation (2000) to ensure that residential buildings have efficient water use and reduced greenhouse gas emissions integrated into their design and management.

Building Upgrade Finance: Many financiers offer specialist environmental upgrade finance products to support businesses to upgrade commercial buildings and reduce emissions. These finance products can be used to reduce the carbon footprint of buildings, improve energy efficiency and thermal comfort with benefits for commercial landlords and tenants. For more information visit www.environment.nsw.gov.au/business/upgrade-agreements.htm.

Carbon budget: The carbon budget is the estimated amount of carbon dioxide equivalent emissions the world can emit while limiting global temperature rise to 2°C above pre-industrial levels.

Carbon dioxide equivalent (CO₂-e): The standard unit for measuring greenhouse gas emissions. Different greenhouse gases have different global warming potential; CO₂-e brings them all into a single, comparable unit.

Carbon neutral: Where the net carbon emissions associated with an activity or entity are equal to zero because emissions have been reduced and offset units cancelled to fully account for all emissions.

Carbon offsets: Activities that reduce greenhouse gas emissions or remove greenhouse gases from the atmosphere to compensate for emissions produced elsewhere. One tonne of offsets is equivalent to one tonne of CO₂ equivalent. There are various types and qualities of offsets, depending on the methodologies used to create them. In Australia credible offsets are accredited under the Climate Active Carbon Neutral Standard (formerly National Carbon Offset Standard (NCOS)). Some offsets have additional social or environmental benefits.

Community emissions profile: A quantitative summary of a council's community greenhouse gas emissions across its local government area (LGA) by source, also referred to as an emissions inventory. This includes business, industry and residential related emissions.

Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC): A protocol that provides a robust framework for accounting and reporting city-wide greenhouse gas emissions created through of partnership of World Resources Institute, C40 Cities Climate Leadership Group and International Council for Local Environmental Initiatives (ICLEI) – Local Governments for Sustainability.

Net Zero Emissions Guidance for NSW Councils

Greenhouse gas (GHG): A gas that absorbs infrared radiation, thus contributing to the 'greenhouse effect', a phenomenon of sealing the sun's warmth in the Earth's lower atmosphere. This is what is driving man-made climate change.

Global warming potential (GWP): A measure of how much heat a greenhouse gas traps in the atmosphere, relative to carbon dioxide with a GWP of 1.

Intergovernmental Panel on Climate Change (IPCC): Established in 1998 for the purposes of assessing climate change based on the latest science. The IPCC published a 5th special report in 2018 that reported on the impacts of global warming of 1.5°C above pre-industrial levels and related greenhouse gas emissions pathways.

International Council for Local Environmental Initiatives (ICLEI) – Local Governments for Sustainability: A global network of cities, towns and regions committed to a sustainable future. More than 1750 local and regional governments from over 100 countries are members of the network, which influences sustainability policy and drives local action.

Kyoto Protocol: An international treaty adopted in 1997 and entered into force in February 2005, establishing the objective of the UNFCCC to reduce the onset of global warming by reducing the six greenhouse gases (see below).

Kyoto Protocol greenhouse gases: The Kyoto Protocol initially listed six gases driving the greenhouse effect: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF₆). Nitrogen trifluoride (NF₃) was more recently added to this list. Of these six gases, three are largely due to human activity. Carbon dioxide is the main contributor to climate change, due to burning fossil fuels. Methane is produced naturally when vegetation is burned, digested or rotted in anaerobic conditions. Livestock farming, landfill, rice farming and oil and gas production activities all release methane. Nitrous oxide, released by chemical fertilisers and burning fossil fuels, has a global warming potential 310 times that of CO₂.

Local government area (LGA): The geographic area governed by a local government. In this case the LGA boundaries are used to define the area the emissions baseline is based upon.

Low carbon: A state where carbon emissions are reduced compared to a previous baseline, through energy efficiency and renewable energy projects. Implementing low carbon initiatives is the first step towards achieving a net zero emissions target.

Net zero emissions: A state where any emissions of greenhouse gases generated are counterbalanced by the removal of greenhouse gases from the atmosphere. In practice this means reducing emissions as far as possible, then offsetting the remainder through activities such as tree planting, soil management and carbon capture and storage.

Paris Agreement: At the 21st session of the Conference of the Parties ('COP21') to the UNFCCC (see definition below) held in Paris in 2015, the world agreed to a global goal to limit average temperature increases to 'well below 2°C' and pursue efforts to keep warming below 1.5°C above pre-industrial levels.

A total of 176 Parties have ratified the Paris Agreement, including Australia, which officially did so on 10 November 2016. All signatory countries are to set emissions reduction targets from 2020 and review their targets every five years to build ambition over time, informed by a global stocktake.

Power purchase agreement (PPA): A long-term contract to purchase a certain amount of electricity directly from a power plant, usually at a competitive rate. Most (but not all) current PPAs involve purchasing electricity from wind and solar farms but can also apply to on-site contracts that allow organisations to purchase energy from rooftop solar managed by a third-party provider.

Net Zero Emissions Guidance for NSW Councils

Science-based targets (SBTs): Targets are considered 'science based' if they are consistent with the level of decarbonisation required to achieve the goals set in the Paris Agreement. SBTs provide a pathway for an organisation to future-proof growth by specifying how much and how quickly they need to reduce their greenhouse gas emissions.

Scopes 1, 2 and 3: The concept of scopes categorises emissions sources for the purposes of carbon accounting and reporting to improve transparency and avoid the double-counting of emissions. Three scopes are defined in carbon accounting:

- **Scope 1** emissions are direct emissions from sources located within a designated boundary (e.g. natural gas combusted in homes and factories within an LGA)
- **Scope 2** emissions occur as a result of the use of grid-supplied electricity (or from heat, steam, and/or cooling) imported into the boundary area
- **Scope 3** emissions occur outside the boundary as a result of activities taking place within the boundary (e.g. landfill gas emissions from tips outside the LGA caused by waste generated from households and businesses within the LGA).

Sustainable Development Goals: A global strategy, agreed by the United Nations General Assembly, that contains 17 goals for the 2015–2030 period. *SDG Goal 7: Affordable and Clean Energy* and *SDG Goal 13: Climate Action* have specific targets and indicators that can be tied to a net zero strategy.

United Nations Framework Convention on Climate Change (UNFCCC): An international environmental body formed as a result of a treaty adopted in 1992. The UNFCCC is the body responsible for organising global consensus on climate change related issues. The UNFCCC convenes an annual conference, referred to as the Conference of the Parties (COP).

RP-5 COVID-19 FAST TRACK EVENT SPONSORSHIP

Author: Fiona Hamilton
Director: Janice Summerhayes

Summary:

Council is in receipt of four applications for the COVID-19 Fast Track Event Sponsorship Program for events held from 1 February to 31 July 2021. Council endorsed this approach in November 2020 as a response to COVID-19 impacts and to support the recovery of the events sector during this period.

The total amount of funding requested is \$62,980 with an available budget of \$57,182. At the last Ordinary Council meeting it was endorsed that funding of \$13,000 be made available for fencing at the Anzac Day March. Due to recent COVID restrictions being lifted, this funding is now no longer required and will not be journaled to the Anzac Day budget line. The \$13,000 will instead remain in the Major Events budget line to assist in meeting the funding requests outlined in this report.

Recommendation

That Council:

- a. authorise the General Manager or their delegate to enter into an agreement to sponsor the following events through the 2020/21 Events Sponsorship budget:
 - i Pinnock Watts Family Trust for FitzFest to the amount of \$20,000
 - ii Greg Pritchard (Eastern Riverina Arts) for The Marrambydia River Festival to the amount of \$6,990
 - iii Scott Howie (Eastern Riverina Arts) for INTERESTING to the amount of \$20,000
 - iv Riverina Conservatorium of Music for Live at Lunch to the amount of \$10,000

Report

Council has approved five Covid-19 Fast Track Events Sponsorship applications to date for events held from 1 February to 30 June 2021, as detailed in the Finance Section of this report. Council is in receipt of four further applications for the COVID-19 Fast Track Event Sponsorship Program. The total amount of funding requested is \$62,890 with an available budget of \$57,182.

In line with the Major Events, Festivals and Films Sponsorship Policy (POL087) these applications have been assessed by the Major Events Advisory Panel (the Panel) with the following funding amounts recommended:

| | Organisation Name | Event Name | Amount Requested | Funding Recommended |
|---|----------------------------|------------|------------------|---------------------|
| 1 | Pinnock Watts Family Trust | FitzFest | \$20,000.00 | \$20,000.00 |

| | | | | |
|---|--|----------------------------|--------------------|--------------------|
| 2 | Greg Pritchard (Eastern Riverina Arts) | Marrambidya River Festival | \$6,990.00 | \$6,990.00 |
| 3 | Scott Howie (Eastern Riverina Arts) | Interesting | \$20,000.00 | \$20,000.00 |
| 4 | Riverina Conservatorium of Music | Live at Lunch | \$15,899.98 | \$10,000.00 |
| | Total | | \$62,890.98 | \$56,990.00 |

Event Details:

1. FitzFest

The organiser is seeking \$20,000 funding to deliver FitzFest a 12-hour music event featuring 20 performances from both local and regional performers. The event draws on the success and learnings of FitzLive, a pilot program delivered by Council in 2018 and funded through Create NSW.

Event details:

- Date: 22 May 2021
- Expected attendance: 1,000 to 1,500.
- Estimated visitors (from outside of Local Government Area): 10%
- Program: A free program of live, original music in venues in the Fitzmaurice Street precinct
- Duration: 12 hours
- Venue: Various venues in Fitzmaurice Street
- Total event cost: \$25,000
- Total amount requested: \$20,000.

The funding requested will be used to pay for artist fees, event promotion, event management and curation, production fees and equipment hire.

If successful in securing the requested funding the applicant will acknowledge Council's funding support through logo placement on promotional collateral and media releases as well as acknowledgement at each performance.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$20,000 for the following reasons:

- The applicant has provided a sound budget and has demonstrated strong collaboration with local creatives and businesses.
- The event aligns strongly to Council's Cultural Plan 2020-2030 objectives to create a vibrant city centre and support the development and presentation of local creative works.
- The event has potential to attract audience numbers in the current climate which will result in benefit to both the community and local business.
- The event is free to community members and will improve public confidence in attending events and activities in the current COVID-19 recovery phase.
- The event represents good value for money based on the forecast attendance of between 1000-1500 and the requested investment of \$20,000 equating to \$13 to \$20 cost per person.

2. Marrambidya River Festival

The organiser is seeking \$6,990 in funding to deliver Marrambidya River Festival, a one-day festival of performance, dance, poetry and music held at the old Hampden Bridge amphitheatre site.

Event details:

- Date: 30 April 2021
- Expected attendance: 101-250
- Visitors (from outside of Local Government Area): 5%
- Program duration 1 x afternoon/evening
- Venue: Amphitheatre at Hampden Bridge legacy site
- Total event cost: \$11,390
- Total amount requested: \$6,990.

The funding requested will be used to pay for artist fees, production, auspicings fees, COVID-19 safety, event delivery and promotion.

If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all promotional and publicity material as well as promotional signage at the event.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$6,990 for the following reasons:

- The event is free to community members and will improve public confidence in attending events and activities in the current COVID-19 recovery phase.
- The event is small however there is strong alignment to Council's Cultural Plan 2020-2030 objectives to create a vibrant city centre and support the development and presentation of local creative work while activating an open public green space that has recently been upgraded.
- The event has secured funding through a Riverina Water grant and is not solely reliant on Council's funding.

3. Interesting

INTERESTING is a weekend of talks, discussions, performances and presentations that aim to explore the amazing diverse and interesting people who live in, are connected to or just love Wagga Wagga.

Event details:

- Date 26 and 27 June 2021
- Expected attendance: 250-500
- Visitors (from outside of Local Government Area): 10%
- Program: A series of talks, discussions and performances from 10:30am to 8:30pm Saturday and 10:30 am to 6pm Sunday
- Duration: 2 x days
- Venue: Riverina Playhouse
- Total event cost: \$25,000
- Total amount requested: \$20,000.

The funding requested will be used to pay for venue hire, production fees, artist fees, curation and event delivery.

If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all promotional and publicity material, acknowledgement on screen and in speeches as well as the inclusion of promotional signage at the event.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$20,000 for the following reasons:

- Strong alignment to Council's Cultural Plan 2020-2030 to create a vibrant city centre and support the development and presentation of local creative work while activating an open venue that was recently upgraded.
- The event will improve public confidence in attending events and activities in the current COVID-19 recovery phase as well as providing an opportunity for community connection in the arts and cultural sector and with their audiences.
- Multi day event in June 2021
- Without support from Council this event is unlikely to proceed
- The promotion of the event will reach to the Canberra region which is a key tourism market for our city.

The event is proposed for the same weekend as the 2021 Lost Lanes Festival, staff believe this multi day event offer will complement Lost Lanes 2021.

4. Live at Lunch

Live at Lunch is a new concept offering by the Riverina Conservatorium of Music (RCM) involving the development and delivery of eight free live music performances across eight weeks. The event aims to provide opportunities for local professional and emerging musicians from Wagga Wagga and the wider Riverina to perform publicly.

Event details:

- Date 27 April 2021 – 15 June 2021 (1 performance a week over 8 weeks)
- Expected attendance 501-1000
- Visitors (from outside of Local Government Area): 20%
- Program duration: 8 weeks
- Venue: Wagga Wagga Civic Theatre and St John's Anglican Church Wagga Wagga
- Total event cost: \$22,712.27
- Total amount requested: \$20,000.

If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all marketing material and media opportunities.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$10,000 for the following reasons:

- Strong alignment to Council's Cultural Plan 2020-2030 to support the development and presentation of local creative work.

- The event will improve public confidence in attending events and activities in the current COVID-19 recovery phase as well as providing an opportunity for community connection for the arts and cultural community and with their audiences.

The event can proceed without the full amount of funding requested. The funding recommended will cover the cost of event venue hire, staffing and promotions.

The applicant has noted that Wagga Wagga City Council provide the RCM with annual funding of \$9600 which is used for the youth teaching program, Student Concert Band program and student workshops. Council's annual contribution funding will not contribute towards this proposed new Live at Lunch event.

A budget variation to move funds from the Major Events budget line (15308) was endorsed at the 22 March 2021 Council Meeting. Following this decision, the NSW Government made changes to the COVID-19 Restrictions on Gathering and Movement Public Health Order to allow outdoor events with a COVID-19 safety plan to have up to 5,000 persons across the state. This includes ANZAC Day marches and the advice received through RSL NSW states there is no requirement for ticketing, seating or fencing. For this reason, the previously approved funding of \$13,000, is now no longer required and will not be journaled to the Anzac Day budget line and instead remains in the Major Events budget line to assist in meeting the funding requests outlined in this report.

Financial Implications

| | |
|--|-------------------|
| 2020/21 COVID-19 Fast Track Events Sponsorship budget | \$100,000 |
| <i>Less previously approved Council sponsorship and budget allocations:</i> | |
| • Murrumbidgee Turf Club (Southern District Racing Association's Country Championships) | (11,000) |
| • Kylie Biltris, Art Starts Here (Murray Arts - Art Starts Here – Wagga Village Creative Event of Workshops) | (\$7,818) |
| • Ladysmith Tourist Railway Inc. (Ladysmith Railway Centenary Celebration) | (\$4,000) |
| • Catherine van der Rijt (Auspiced through Eastbourne Road Pty Ltd – The Drive 12-minute short film) | (\$10,000) |
| • MerinoLink (MerinoLink 2021 event), as per this report's proposed recommendation | (\$10,000) |
| • Anzac Day 2021 Ceremony – COVID-19 safe event – previously approved for \$13,000, however is now no longer required with the COVID-19 restriction amendments | <u>\$0</u> |
| <i>Subtotal Previously approved Council sponsorship (with removal of above Anzac Day amount)</i> | <i>(\$42,818)</i> |
| 2020/21 COVID-19 Fast Track Events Sponsorship current budget available | \$57,182 |
| <i>Proposed budget allocations:</i> | |
| • Pinnock Watts Family Trust - FitzFest | (\$20,000) |

| | |
|--|-------------------|
| • Greg Pritchard (Eastern Riverina Arts) - Marrambidya River Festival | (\$6,990) |
| • Scott Howie (Eastern Riverina Arts) - INTERESTING | (\$20,000) |
| • Riverina Conservatorium of Music - Live at Lunch | (\$10,000) |
| <i>Subtotal Proposed budget allocations</i> | <i>(\$56,990)</i> |
| Proposed 2020/21 COVID-19 Fast Track Events Sponsorship budget available for the remainder of this financial year | \$192 |

Job consolidation number: 15308

Policy and Legislation

POL087 – Major Events, Festivals and Films Sponsorship Policy

Link to Strategic Plan

Growing Economy

Objective: We are a hub for activity

Outcome: We have vibrant precincts

Risk Management Issues for Council

Potential financial risk if sponsored events are not successful, mitigated through controls in sponsorship contracts with staged payments based on Key Performance Indicator targets.

Internal / External Consultation

| | Mail | | | Media | | | | Community Engagement | | | | | Digital | | | | |
|-------------|----------------------|-------------|----------------|--------------------|---------------------|----------------|----------------------|----------------------|------------------|--------------------|-----------------------|------------------|----------------------------|--------------|-------------------|---------|---------------------|
| | Rates notices insert | Direct mail | Letterbox drop | Council news story | Council News advert | Media releases | TV/radio advertising | One-on-one meetings | Your Say website | Community meetings | Stakeholder workshops | Drop-in sessions | Surveys and feedback forms | Social media | Email newsletters | Website | Digital advertising |
| TIER | | | | | | | | | | | | | | | | | |
| Consult | | | | | | | | | | | | | | | | | |
| Involve | | | | ☒ | | | | ☒ | | | | | | ☒ | ☒ | ☒ | |
| Collaborate | | | | | | | | ☒ | | | | | | ☒ | | | |

Attachments

1. Marrambidya River Festival Application

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

2. Marrambidya River Festival Budget

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

3. Marrambidya River Festival Project Plan

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

4. FitzFest Application

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

5. FitzFest Draft Artist Plan

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

6. FitzFest Budget

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

7. FitzFest Project Plan

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

8. Live at Lunch Application

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

9. Live at Lunch Budget

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a

confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

10. RCM Youth Program Acquittal

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

11. RCM Student Orchestra Acquittal

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

12. RCM Concert Workshops Acquittal

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

13. Interesting Application

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

14. Interesting Budget

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

15. Interesting Project Plan

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, reveal a trade secret. - Provided under separate cover

RP-6 NAMING OF JUBILEE PARK ATHLETICS FACILITY**Author:** Peter Cook**Director:** Michael Keys**Summary:**

Council previously resolved to place the proposed naming of the Jubilee Park Athletics Facility on public exhibition. This report is to consider the public submissions received and consider adoption of the proposed name.

Recommendation

That Council:

- a note that no public submissions were received during the public exhibition period
- b adopt the name change of the Athletics track at Jubilee Park to the Bill Jacobs Athletics Centre

Report

At the 14 December 2020 Ordinary Meeting of Council it was resolved:

That Council:

- a place on public exhibition for a period of 28 days the proposal to name the Jubilee Park Athletics Track, *"The Bill Jacob Athletics Centre"*
- b receive a further report to Council on the submissions received during the public exhibition period

The Jubilee Park Athletics Track *naming proposal of "The Bill Jacob Athletics Centre"* was placed on public exhibition from 23/1/2021 to 20/2/2021. During the public exhibition period no submissions were received.

The athletics clubs did not provide a submission as their initial proposal remains unchanged.

Staff remain supportive of the proposed name change as it recognises a person who is synonymous with the sport of athletics, having contributed significantly to the construction of the athletics facility as well as having a long involvement in the development of young athletes in Wagga Wagga. Letters from the two athletics clubs and a newspaper article from 1988 have been provided in support of the proposal (Attachments 1, 2, 3).

Given the significant contribution of Bill Jacob to the sport of athletics in Wagga Wagga and the broader region, and that the proposal is consistent with the provisions of Council's Park Naming Policy (POL-055), it is recommended that Council name the Jubilee Park Athletics Track, *"The Bill Jacob Athletics Centre"*.

Financial Implications

If adopted a new entry sign will be required to be purchased. The cost of a new sign is estimated to be approximately \$2,000 (exclusive of GST). This cost is proposed to be paid for from within existing operational budgets.

Policy and Legislation

POL – 055 -Parks Naming Policy

Link to Strategic Plan

Safe and Healthy Community

Objective: We promote a healthy lifestyle

Outcome: We promote participation across a variety of sports and recreation

Risk Management Issues for Council




No specific issues identified.

Internal / External Consultation

Consultation has occurred with both the Koorungal-Wagga Athletics Club and the Wagga Wagga Athletics and Little Athletics Club.

Proposal was placed on public exhibition for a period of 28 days from 23/1/2021 to 20/2/2021.

Attachments

1.  Proposal to Name Jubilee Park Athletics Track
2.  1988 Newspaper Article
3.  Supporting Letter

**KOORRINGAL - WAGGA ATHLETICS CLUB INC.**

ABN : 70 455 178 133

*President: Stephen Cook • Secretary: Dee-Anne Doneley • Treasurer: Steven Priest*PO Box 8569 Koorringal NSW 2650 email: enquiry@kwa.org.au www.kwa.org.au24th September 2020

Mr Ben Creighton
Strategic Asset Planner (Parks and Recreation)
Wagga Wagga City Council
243 Baylis Street
Wagga Wagga NSW 2650

Re: Naming of Athletics Track, Jubilee Oval Wagga Wagga.

Dear Ben

On behalf of the committee of the Koorringal-Wagga Athletics Club Inc, I propose a motion to name the Athletics Track at Jubilee Oval, Wagga Wagga; The "Bill Jacob Athletics Centre".

For the past 40 years there has been one constant in the Athletics Community of Wagga Wagga, Bill Jacob.

Bill's involvement with Athletics began in the late 1970's when his daughters started showing interest in the sport.

With growing numbers and only one athletics club in Wagga, a group of parents including Bill and Robin Jacob formed Koorringal Athletics Club in 1978 with competitions commencing on Friday evenings at Henwood Park.

Throughout these early years, Bill played a significant role in founding the Koorringal Club and was President when the Club was renamed to Koorringal-Wagga Athletics Club and incorporated in 1988.

It was during this period when a committee involving members of both athletics clubs, Wagga Wagga City Council, Primary and High Schools was formed to plan, develop and construct a high-quality Athletics Complex in Wagga Wagga.

Bill took great pride in being part of the Jubilee Park facility development. With government funding limited to enable only the form work and the actual being laid, it was left to a few dedicated volunteers to offer countless hours of unpaid work to build and complete the complex. On the 30th October 1988, The Jubilee Park Athletic Complex was officially opened by the State Minister for Sport, Recreation and Racing Mr Bob Rowland-Smith.

A copy an article attached in The Daily Advertiser 20th May 1988 shows Bill on a wheelbarrow finishing up another afternoon's work at the complex in preparation for the opening.

Bill's commitment to the club resulted in Life Membership with Koorngal-Wagga Athletics Club. Once his daughters finished athletics, Bill's commitment remained as strong as ever. He continued coaching athletes, a role he first undertook in 1978.

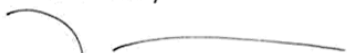
This unpaid position involved Bill making himself available 3 to 4 times a week for any child, regardless of which club you were affiliated with, who wanted to learn and develop their athletics skills.

This love for coaching resulted in Bill teaching and nurturing athletes throughout the entire Riverina. He was responsible for running coaching courses and developing and mentoring the next wave of athletics coaches in the Riverina.

Bill's passing last month touched so many people, his legacy to our sport unsurpassed. He has been a constant source of loyal support to all who have had anything to do with Jubilee Oval. It was fondly and frequently referred to as "Bill's second Home"

We as, the Koorngal-Wagga Athletics Club Inc committee strongly feel renaming the Jubilee Athletics Track, The "Bill Jacob Athletics Centre" honors his unwavering commitment to our local community.

Your Sincerely



Stephen Cook
President
Koorngal-Wagga Athletics Club Inc

The Daily Advertiser - 20th May 1988

Self-help' will see athletic track 'dream' come true

Wagga will have its own international standard athletics facility within five years ... if the dreams of four men are realised.

The four, Bill Jacob, Graham Twit, Bernie Pearson and Bob Robertson with other members of the Koorindal and Police Citizens Youth athletics clubs, make up the Wagga Athletics Facility Development Committee.

The group was formed in February after the local government had stopped pouring funds into the Jubilee Park project.

"The government, together with the Department of Sport and Recreation had spent more than \$250,000 on the project and they simply ran out of funds," Robertson said.

"They had finished the land forming and had laid the track, but much more work was needed."

"We could have sat back and waited for the council to finish it off, but the funds wouldn't have been available for several years, so we formed the committee to get the ground finished off," added Twit.

The complex will be up to international standards, with olympic regulations being observed.

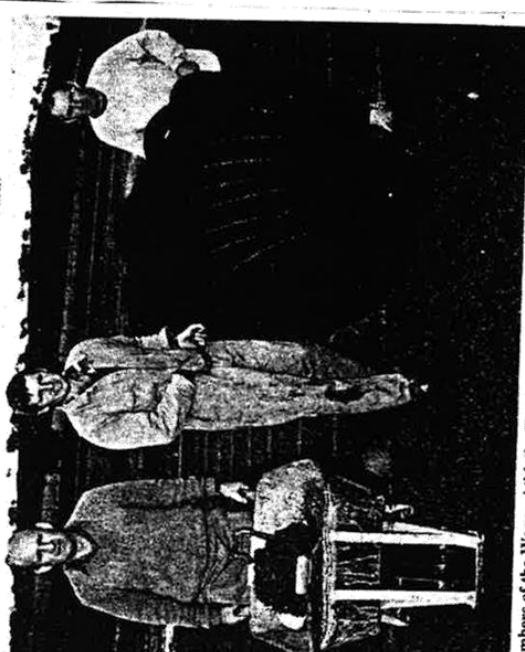
The committee hopes to eventually provide a permanent tuckshop and a fully floodlit ground.

BY SHANE MURPHY

very supportive, supplying materials and the use of machinery.

With the official opening of the complex set down for October 30, the committee is running to a tight schedule as well as a tight budget.

The next committee meeting will be held on Tuesday, May 24 at Jubilee Park.



Members of the Wagga Athletics Facility Development Committee (left-right) Bill Jacob, Bernie Pearson and Bob Robertson finish another afternoon's work on the Jubilee Park athletics complex.



Development Committee - June 1988.





Wagga Wagga Athletics & Little Athletics Club Inc

ABN: 92 884 600 715

PO Box 5389 WAGGA WAGGA NSW 2650

Web Address: www.wwla.com.au

1st October 2020

Mr Ben Creighton
Strategic Asset Planner (Parks and Recreation)
Wagga Wagga City Council
243 Baylis Street
Wagga Wagga NSW 2650

Re: Naming of Athletics Track, Jubilee Oval Wagga Wagga.

Wagga Wagga Athletics and Little Athletics fully endorse and support the motion from Koorringal-Wagga Athletics to name the Jubilee Park Athletics track the "Bill Jacob Athletics Centre".

Bill Jacob was a constant, long standing and dedicated volunteer for athletics at all levels in Wagga Wagga and throughout our region for around 40 odd years.

Bill spent countless hours at the Jubilee Park track coaching athletes of all levels, ages and abilities with and did so without favour to any club or school affiliations.

We believe it would be appropriate to acknowledge and commemorate the passing of Bill Jacob by the naming the facility in his honour.

Kind regards

A handwritten signature in black ink that reads "Robert Hay".

Bob Hay
Wagga Wagga Athletics & Little Athletics

RP-7 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE**Author:** Scott Gray**General Manager:** Peter Thompson

Summary: This report is to provide responses to Questions/Business with Notice arising from previous Ordinary Council Meetings.

Recommendation

That Council receive and note the report.

Report

The following is in response to Questions/Business with Notice raised at previous Ordinary Council meetings.

Councillor K Pascoe requested that Lawson and Schiller Street pathways and vegetation be inspected for overgrown shrubbery and maintenance be undertaken to eliminate hazards to pedestrians and motorists.

Tree pruning to improve sight lines for buses exiting the 'Busabout' depot onto Schiller Street will be undertaken. A bush on the verge of Schiller Street opposite the Busabout depot will be pruned to improve pedestrian access along the verge.

Councillor K Pascoe raised concerns of vandalism being undertaken each weekend causing damage to street signs during the early hours of the mornings, especially around the CBD areas such as Edward Street, Tarcutta Street and Morgan Street, requesting that a solution be investigated for solid footings on replacement signs.

A solution to improve the sturdiness of street signposts against vandalism from patrons leaving late night venues around the Bolton Park precinct is being investigated.

Councillor P Funnell requested information on how much Council has spent on the "Slow Down" campaign and the relevance of this program to Council.

The "Slow Down" campaign is an initiative of Transport for NSW in partnership with Council under the Road Safety Officer program. Councils contribution for the campaign is to undertake data collection on 10 streets with our traffic classifiers pre and post the installation of the corflute signs to determine their effectiveness, if any. Councils contribution is a 'Works-in-Kind' cost valued at \$4,000. Costs for the hire of VMS boards, purchase of the corflute signs and the social media boost is met by Transport for NSW.

Councillor P Funnell advised that a lot of rubbish is being dumped approximately 22km down the Holbrook Road, requesting deterrent signage and a clean-up of this area be undertaken.

Staff are following up with Cr Funnell to determine the exact location that requires clean-up, as a patrol of the area has not been able to identify any roadside locations that have existing dumped rubbish.

A review of Council's customer request register indicates there were 3 reports of dumped rubbish along the Holbrook Road between Mangoplah and Gelston Park over the past 12 months. There have also been some instances of dumping in the Plum Pudding Travelling Stock Reserve that were referred through to the Local Land Services.

Councillor P Funnell raised safety concerns in relation the lack of a bus stop for school children on Gelston Park Road. Requesting that the site be inspected and a safe bus stop be established with associated signage and an education program for those utilising this service.

Contact has been made with busabout with ongoing investigation, discussion and collaboration to continue with relevant parties to establish an understanding of issues and reach an agreed solution with an objective to make application to the Country Passenger Transport Infrastructure Grant Scheme in June 2021. Councillors will be updated on any progress through the Councillor Bulletin.

Councillor P Funnell requested that the footpath in Baylis Street in the vicinity of Bayleaf Coffee shop be inspected and maintenance undertaken.

Recent maintenance works have been undertaken on the pavers in Baylis Street between Edward Street and Morgan Street. Director of Operations, has inspected the footpath following the maintenance works and is satisfied with the condition of the footpath for pedestrians.

Councillor P Funnell requested information on provisions for dumped or burnt out cars in particular 'who's responsibility is it' and 'what is the timeframe for removal'.

Council and NSW Police have the authority under the Impounding Act 1993 (the Act) to remove Abandoned or burnt out vehicles from a public place. Section 16 of the Act outlines the procedures that must be followed which includes:

- All reasonable inquiries must be made in an effort to find out the name and address of the owner of a motor vehicle. This will generally involve a search of the Registration or VIN number of the vehicle.
- If inquiries fail to reveal the name and address of the owner, the officer may proceed to impound the vehicle.

- If inquiries do reveal the name and address of the owner, the officer is not to impound the vehicle until notice of the proposed impounding has been given to the owner and the period specified in the notice has elapsed.
- The notice to the owner must be in writing addressed to the owner and must indicate that the vehicle may be impounded unless it is removed within a specified period (not less than 3 days) and may be destroyed if its value is less than \$500. Council provides 7 days notice to the owner prior to impounding the vehicle.
- A motor vehicle may be impounded immediately (without following the procedures above) if the vehicle is in a public place and the officer is satisfied on reasonable grounds that its immediate removal is justified because it is causing an obstruction to traffic (vehicular or pedestrian) or is likely to be a danger to the public.

NSW Police are responsible for investigating burnt out vehicles and will generally establish a crime scene whilst undertaking their investigations. Police will notify the owners to organise removal and timing may be dependent on whether an insurance company is involved. Once Council is notified of the burnt out vehicle staff will liaise with the owner to ensure its removal as soon as possible. Failure to remove a vehicle would result in the vehicle being impounded and disposed of, with costs recovered from the owner.

Councillor P Funnell requested an inspection and corrective action be undertaken on the 'vehicle length sign' at Redhill Road/Kapooka Road intersection as it has been spun around in the wrong direction causing confusion for drivers.

Corrective action has been undertaken with the sign turned around and a maintenance request made for the replacement of the pole.

Councillor P Funnell requested that he be provided with a copy of the letter sent to Member for Riverina, Michael McCormack MP from Council, in relation to Australia's relationship with China.

A copy of the letter and the response received were distributed to Councillors via email on 25 March 2021.

Councillor Y Braid requested an update on the expected timeframe for the completion of the Wagga Base Hospital development.

The carparking and UNSW Facility across the campus has commenced. The estimated completion date is June 2022.

Councillor D Hayes requested advice from Council staff in relation to any communication Council may have had with Local Emergency Services regarding availability of equipment and resources to manage incidents in developments recently approved with increased heights of buildings.

Daryl Manson from Wagga Wagga Fire and Rescue has advised that the buildings need to be compliant with the Building Code of Australia which has different requirements for different height buildings. In most cases they are reliant on the internal fire suppression unit. The Wagga Wagga Fire and Rescue does have an Aerial Pumping unit which does go up to 15 metres. It would be expected that the developer would ensure their building is compliant with the relevant codes and standard.

Riverina Water would be responsible for advising of the available flow and pressure, Council does have a regulatory requirement to ensure that Annual Fire Safety Certificates are provided and compliant however this is an annual requirement of the building owner.

Financial Implications

N/A

Policy and Legislation

Code of Meeting Practice

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We have leaders that represent us

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

COMMITTEE MINUTES

M-1 TRAFFIC COMMITTEE – ELECTRONIC MEETING – 11 MARCH 2021

Author: Warren Faulkner

General Manager: Peter Thompson

Summary:

The Local Traffic Committee were provided with an electronic business paper on 11 March 2021 as part of their planned ordinary meeting timetable and asked to provide comment and/or feedback on the Council officer recommendations presented.

The Minutes are attached for Councillors' reference.

Recommendation

That Council:

- a receive the minutes of the Local Traffic Committee e-meeting held on 11 March 2021
- b convert three existing angled parking spaces on the southern kerb of Gurwood Street at the front of property number 36-40 (adjacent to the Woolworths laneway) to two angled mobility parking spaces
- c install a section of half hour, time restricted parking approximately 42 metres in length, on the western kerb in front of 12-16 Mortimer Place, Wagga Wagga

Report

The Traffic Committee received an electronic business paper that included five reports, one was a confirmation of minutes report, two were informal matters, and two were formal matters requiring Council consideration. A summary of each report is as follows.

FORMAL MATTERS

RP-1 - Request for Mobility Parking Spaces – Gurwood Street

Council staff received a request from an organisation with offices in Gurwood Street for two disability parking spaces in front of its office at 36-40 Gurwood Street, Wagga Wagga. The organisation is poorly serviced by existing mobility parking arrangements at the rear of its building and is concerned about client access.

Advice was received back from a majority of Committee members. The responses were unanimous in their support for the Council officer recommendation that is now presented as the Traffic Committee recommendation (***Recommendation b.***).

RP-2 - Mortimer Place – Timed Parking

Council staff received a request from business owners in Mortimer Place for a length of quarter or half-hour timed parking to be implemented on the western side of the street, in front of 12-16 Mortimer Place. Business owners are concerned about lack of available customer parking due to current unrestricted parking reducing turnover.

Advice was received back from a majority of Committee members. The responses were unanimous in their support for the Council officer recommendation that is now presented as the Traffic Committee recommendation (**Recommendation c.**).

INFORMAL MATTERS

RP-3 - Application from Tolland Cycling Club to Conduct an Open Class Bicycle Road Race

This report outlined the Tolland Cycling Club application for an open class bicycle road race on 6 and 7 March 2021 along Tumbarumba Road, Gregadoo Ladysmith Road, and Gregadoo East Road. The application was approved under delegated authority in accordance with Section 144 of the Roads Act 1993.

RP-4 - 2021 John Woodman Classic Cycle Race

This report outlined the Albury Wodonga Cycling Club application for the 2021 John Woodman Classic Bicycle Race on 11 April 2021 starting at Wagga Wagga and proceeding south along Mangoplah Road (MR211). The application was approved under delegated authority in accordance with Section 144 of the Roads Act 1993.

Financial Implications

The estimated total cost of the recommendations is **RP1** \$3000, **RP2** \$350 and can be funded from within existing operating budget allocations.

Policy and Legislation

Transport Administration Act 1998 – Delegations to Councils, regulation of traffic
TfNSW – A guide to the delegation to Councils for the regulation of traffic
Australian Standards

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We are informed and involved in decision making

Outcome: Everyone in our community feels they have been heard and understood

Risk Management Issues for Council

There are not expected to be any issues in implementing the Traffic Committees recommendations.

Internal / External Consultation

Staff consulted with residents/owners of premises affected by the recommendations and this consultation was considered as part the Traffic Committee deliberations.

Attachments

1  Traffic Committee Minutes - 11 March 2021

MINUTES of the TRAFFIC COMMITTEE held on Thursday 11 March 2021.

PRESENT

Councillor Dan Hayes
Ms Katherine Boulton TfNSW
Senior Constable Greg Tarbit NSW Police

IN ATTENDANCE

Mr Frank Goodyer Senior Traffic Officer
Mr Tim Cahill Traffic Officer
Mr Peter Ross Manager Technical & Strategy
Mr Warren Faulkner Director Operations
Ms Emma Reynolds Road Safety Officer
Ms Shannon Coghlan Infrastructure Administration Coordinator

APOLOGIES

Mr Peter Braneley (Crouch Transport (Local Member's Representative))

The Traffic Committee considered items via email.

CONFIRMATION OF MINUTES

**CM-1 CONFIRMATION OF MINUTES - TRAFFIC COMMITTEE MEETING - 26
NOVEMBER 2020, 9 DECEMBER 2020, AND 1 FEBRUARY 2021**

Recommendation:

That the Minutes of the proceedings of the Ordinary Traffic Committee Meeting held on

- 26 November 2020

and the Extraordinary Traffic Committee e-meetings held on

- 9 December 2020, and
- 1 February 2021

be confirmed as true and accurate records.

Note that the recommendations contained in the minutes of 26 November 2020 were endorsed by Council on 14 December 2020, and the minutes of 9 December 2020 were endorsed by Council on 8 February 2021.

Council endorsed the recommendations in the minutes of the 1 February 2021 e-meeting, with an additional recommendation (21/031 b):

- that the Traffic Committee review this decision in six months

RECORD OF VOTING ON THE MOTION

MINUTES of the TRAFFIC COMMITTEE held on Thursday 11 March 2021.

For the Motion

D Hayes
G Tarbit
K Boulton

Against the Motion

CARRIED

DECLARATIONS OF INTEREST

Councillor D Hayes declared a non-pecuniary, non-significant interest in RP-1.

REPORTS**FORMAL MATTERS**

These matters include items for which the Traffic Committee has made recommendations to Council to consider.

RP-1 REQUEST FOR MOBILITY PARKING SPACES - GURWOOD STREET***Recommendation:***

That Council convert the three existing angled parking spaces on the southern kerb of Gurwood Street at the front of property number 36-40 adjacent to the Woolworths laneway to two angled Mobility Parking Spaces.

RECORD OF VOTING ON THE MOTIONFor the Motion

D Hayes
G Tarbit
K Boulton

Against the Motion

CARRIED

RP-2 MORTIMER PLACE - TIMED PARKING***Recommendation:***

That Council install a section of half hour, time restricted parking approximately 42 metres in length, on the western kerb in front of 12-16 Mortimer Place, Wagga Wagga.

RECORD OF VOTING ON THE MOTIONFor the MotionAgainst the Motion

MINUTES of the TRAFFIC COMMITTEE held on Thursday 11 March 2021.

D Hayes
G Tarbit
K Boulton

CARRIED

INFORMAL MATTERS

These matters include procedural items that do not require recommendations to Council.

**RP-3 APPLICATION FROM TOLLAND CYCLING CLUB TO CONDUCT AN
OPEN CLASS BICYCLE ROAD RACE EVENT IN WAGGA WAGGA ON
6 AND 7 MARCH 2021**

Recommendation:

That members note this matter was advised via email with all relevant documentation on 1 March 2021.

RECORD OF VOTING ON THE MOTION

For the Motion
D Hayes
G Tarbit
K Boulton

Against the Motion

CARRIED

RP-4 2021 JOHN WOODMAN CLASSIC CYCLE RACE

Recommendation:

That Council or its authorised delegate approve the conduct of the 2021 John Woodman Classic Bicycle Race, starting at Wagga Wagga and proceeding south along the Mangoplah Road (MR211) on Sunday 11 April 2021.

RECORD OF VOTING ON THE MOTION

For the Motion
D Hayes
G Tarbit
K Boulton

Against the Motion

CARRIED

QUESTIONS WITH NOTICE

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 11 March 2021**.

No Questions With Notice were received.

M-2 CONFIRMATION OF MINUTES AUDIT, RISK AND IMPROVEMENT COMMITTEE - 25 FEBRUARY 2021

Author: Ingrid Hensley
General Manager: Peter Thompson

Summary: The Audit, Risk and Improvement Committee is an advisory committee of Council. This Report seeks that Council endorse the recommendations made by the Committee at its February 2021 meeting. Those recommendations relate to the role of the Committee in providing independent assurance and assistance to Council on financial reporting, risk management, internal controls, governance, and internal and external audit and accountability responsibilities.

Recommendation

That Council:

- a endorses the recommendations contained in the minutes of the Audit, Risk and Improvement Committee Meeting held on 25 February 2021
- b send a letter to the Minister of Local Government advocating for broader consultation on future releases of The Code of Accounting Practices and financial reporting

Report

The minutes of the Audit, Risk and Improvement Committee Meeting held on 25 February 2021 are presented to Council for adoption.

It is noted and recommended by the Committee that Council write to the Minister of Local Government advocating for broader consultation on future releases of The Code of Accounting Practices and financial reporting.

Financial Implications

Council has granted certain authorities to the Audit, Risk and Improvement Committee within the scope of its role and responsibilities, as defined within its Charter. As an advisory committee to Council, the Audit, Risk and Improvement Committee has no authority to action items that may have a budget and/or resource implication outside of this authority unless Council resolves to adopt the recommendations.

The Reports to the Committee considered financial implications as applicable to those individual matters.

Budget implications associated with the minutes of the 25 February 2021 Audit, Risk and Improvement Committee meeting are that the Committee have recommended a preferred approach of co-sourced delivery on internal audit in 2021/22. This will have budget implications on the 2021/22 budget should the co-sourced approach be adopted.

Policy and Legislation

Audit, Risk and Improvement Committee Charter

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

Risk Management Issues for Council

The Audit, Risk and Improvement Committee assists Council by monitoring its risk exposure and determining if management systems have appropriate risk management processes in place. During its meeting on 25 February 2021 the Committee raised the following risk to be addressed the next meeting:

- concern on the amount of overdue items including timely responses to Internal Audit recommendations
- Council's COVID-19 compliance with the NSW Public Health Order

Internal / External Consultation

N/A

Attachments

1   Minutes - Audit, Risk and Improvement Committee - 25 February 2021

MINUTES of the **AUDIT, RISK AND IMPROVEMENT COMMITTEE** held on **Thursday 25 February 2021**.

PRESENT

Ms Margaret Nicholls (Chairperson)
Mr Adrian Lindner
Mr Bryce McNair
Mr David Rosetta
Councillor D Tout
Councillor R Kendall

IN ATTENDANCE

| | |
|--|-----------------|
| General Manager | Peter Thompson |
| Chief Audit Executive | Kaushie Jaya |
| Director Corporate Services | Natalie Te Pohe |
| Manager Risk and Governance | Ingrid Hensley |
| Governance Coordinator | Nicole Johnson |
| Director, Financial Audit NSW Audit Office | Lawrissa Chan |
| Manager People & Culture (RP-3) | Tara Donaldson |
| Manager Finance (RP-4 to RP-6) | Carolyn Rodney |
| Manager Information & Communications | Reece Hamblin |
| Technology Services (RP-12) | |
| Executive Director Riverina Regional Library | Robert Knight |

The meeting of the Audit, Risk and Improvement Committee commenced at 8:00am.

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Community members present.

CONFIRMATION OF MINUTES

CM-1 AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES

Recommendation:

On the Motion of B McNair and Councillor D Tout

That the Minutes of the proceedings of the Audit, Risk and Improvement Committee Meeting held on 19 November 2020 be confirmed as a true and accurate record, noting that the recommendations contained in the minutes of that meeting were endorsed by Council at its Ordinary Meeting on 14 December 2020.

CARRIED

DECLARATIONS OF INTEREST

No declarations of interest were received.

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

PROCEDURAL MOTION - ENGLOBO

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee Meeting adopt RP-4, RP-10, RP-11, RP-14, RP-17 and RP-18 as recommended in the business papers.

CARRIED

REPORTS

RP-1 BUSINESS ARISING FROM ARIC MEETING ON 19 NOVEMBER 2020

Recommendation:

On the Motion of B McNair and D Rosetta

That the Audit, Risk and Improvement Committee note the actions being taken to address outstanding business arising from the October and November 2020 ARIC meetings, including that a report be received to the May 2021 meeting on the review of Asset Management at Council including an implantation plan and proposed new software.

CARRIED

RP-2 GENERAL MANAGER'S UPDATE

Recommendation:

On the Motion of D Rosetta and Councillor R Kendall

That the Audit, Risk and Improvement Committee receive and note the written update provided by the General Manager in relation to:

- Executive review of the completion of Internal Audit recommendations
- Riverina Intermodal Freight and Logistics (RIFL) hub
- Public housing
- Lake Albert
- Local procurement initiatives
- Riverina Joint Organisation
- Litigation and legal matters
- Organisational structure
- Work Health and Safety Audit
- Airport and PFAS matter

CARRIED

MINUTES of the **AUDIT, RISK AND IMPROVEMENT COMMITTEE** held on **Thursday 25 February 2021**.

Manager People and Culture, Tara Donaldson entered the meeting, the time being 8:24am.

RP-3 PEOPLE & CULTURE UPDATE

Recommendation:

On the Motion of A Lindner and Councillor D Tout

That the Audit, Risk and Improvement Committee receive and note the People & Culture update.

CARRIED

Manager People and Culture, Tara Donaldson vacated the meeting the time being 8:27am.

Manager Finance, Carolyn Rodney entered the meeting, the time being 8:30am.

RP-4 AUDIT OF THE 2020/21 FINANCIAL STATEMENTS

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee:

- a note the NSW Audit Office's schedule for the audit of the 2020/21 Financial Statements**
- b receives a presentation from the NSW Audit Office on the Annual Engagement Plan for the audit of the 2020/21 Financial Statements**

CARRIED

RP-5 UPDATE ON 2019/20 MANAGEMENT LETTER RECOMMENDATIONS

Recommendation:

On the Motion of B McNair and A Lindner

That the Committee note the updates from staff regarding the 2019/20 Management Letter Recommendations.

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

RP-6 DECEMBER 2020 QUARTERLY BUDGET REVIEW

Recommendation:

On the Motion of A Lindner and Councillor R Kendall

That the Audit, Risk and Improvement Committee note the Quarterly Budget Review for the quarter ended 31 December 2020 reported to Council at the 18 January 2021 Council meeting.

CARRIED

Manager Finance, Carolyn Rodney vacated the meeting the time being 8:55am.

General Manager, Peter Thompson vacated the meeting the time being 8:55am.

RP-7 INTERNAL AUDIT FOR 2020/21 AND 2021/22

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee:

- a receive and note the report
- b note the proposed mode of delivery of internal audit for 2021/22, being:
 - i In-house internal audit function utilising the internal Chief Audit Executive resource with the opportunity to co-source as required

CARRIED

RP-8 INTERNAL AUDIT UPDATE

Recommendation:

On the Motion of M Nicholls and A Lindner

That the Audit, Risk and Improvement Committee:

- a note the current status of internal audit activity, including as reflected in the separate Internal Audit Improvement Initiatives Report and Internal Audit for 2020/21 and 2021/22 reporting
- b request that Council send a letter to the Minister of Local Government advocating for broader consultation on future releases of The Code of Accounting Practices and financial reporting

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

RP-9 INTERNAL AUDIT IMPROVEMENT INITIATIVES

Recommendation:

On the Motion of B McNair and Councillor R Kendall

That the Audit, Risk and Improvement Committee:

- a note the current status of the pending Internal Audit recommendations
- b expressed concern on the amount of overdue items including timely responses
- c note the following proposed revised target dates and corrective actions:

| Audit Name | Ref | Recommendation (Summary of original) | Original Target Date | Revised Target |
|---|---|---|--|---|
| 2017/18 & 2018/19 AONSW Final Management Letters | 17/18 - 4. 18/19 - 2. | Consolidating assets into Assetic (interim measure) one asset register. | 30 June 2019 | 30 June 2021 |
| | | Completion of detailed business case for a business wide asset management / works system. | 30 June 2019 | December 2021 |
| 2017/18 &2018/19 AONSW Final Management Letters & IA 2018-19 - 11 User Access | 1. & 5.2 & 5.3 IA 2018- 19 - 11 | Conduct a Gap Analysis and Strategy | 30 June 2019 | June 2021 |
| CA2018-1 Development Contributions | 3.1.8 | Council update Works in Kind Policy and Planning Agreements Policy. | April 2019 Works in Kind Policy June 2019 Planning Agreements Policy | 1 June 2021 |
| CA2018-1 Development Contributions | 3.2.1 | Annual comparison undertaken - estimating the cost of works included in Contributions Plans. | October each year | 1 March 2021 |
| CA2018-1 Development Contributions | 3.2.2 | Report to be provided to Council regarding the expenditure of contribution funds. | October each year | Initial reporting in October 2021. |
| CA2018-1 Development Contributions | 3.3.3 | Formally document processes and procedures for the maintenance and operation of the contributions register. | April 2019 | 31 March 2021 |

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

| | | | | |
|---|-----------------|---|------------------|-------------------|
| CA2018-3 Fleet Management | 2.4 | Review GPS requirements, including tracking its fleet on a timely basis | 30 June 2019 | 30 April 2021 |
| | | Formally document contingency plans for highly critical vehicles and machinery. | 30 June 2019 | 30 April 2021 |
| IA 2018-19 - 11 User Access | 3.1 | Review of Role Based Access Controls. | 28 February 2019 | 30 September 2021 |
| IA 2018-19 - 11 User Access | 6.1 | Develop User Access Breaches - Security Incident Response Plan. | 30 June 2019 | 31 August 2021 |
| IA 2018-19 - 4 Annual Maintenance & Renewal Program | 3.1 & 3.6 | Review condition assessment policies and procedures. | 1 June 2020 | 30 June 2021 |
| | | Develop an asset maintenance and inspection policy and procedure. | 1 December 2020 | 30 June 2021 |
| IA 2018-19 - 4 Annual Maintenance & Renewal Program | 3.2 | Develop a guidance document, which sets out the basis upon which the LTFP is prepared. | 31 May 2020 | 30 June 2021 |
| IA 2018-19 - 4 Annual Maintenance & Renewal Program | 3.3 , 3.5 & 3.9 | Consolidating assets into Assetic (interim measure) one asset register | 1 June 2020 | 30 June 2021 |
| | | Collection of updated condition and asset data | 1 June 2020 | Ongoing |
| | | Establishment of schedules, requires implementation of works management system and collection of maintenance data | 1 June 2020 | June 2023 |
| IA 2018-19 - 4 Annual Maintenance & Renewal Program | 3.7 | Formalise monitoring and reporting of asset performance. | 1 January 2020 | December 2021 |
| IA2018-4 Grants and Donations | 2.2.1 | Conduct a cost benefit analysis - applying different fee and charge rates for private/commercial use and community use for lower value / high request volume fee types. | 31 March 2020 | 30 June 2021 |
| IA2018-4 Grants and Donations | 2.2.2 | Develop standardised processes for the application and assessment of Annual Grants, Economic Development Grants, | 31 March 2020 | 30 June 2021 |

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

| | | | | |
|-------------------------------|-------|--|---------------|--------------|
| | | Waste Subsidies, Annual and Ad hoc s.356 Donations. | | |
| IA2018-4 Grants and Donations | 2.2.3 | Develop a pre-assessment process to review all applications against the total budget available. | 1 July 2020 | 30 June 2021 |
| IA2018-4 Grants and Donations | 2.4 | Review POL - 038 Leasing and Licensing Policy and development of a new Community Leasing and Licensing Policy. | 31 March 2019 | 1 April 2021 |

CARRIED

RP-10 ARIC ACTIONS REGISTER

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee receive and note the report.

CARRIED

RP-11 CAPITAL WORKS UPDATE

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee note the contents of this report.

CARRIED

Manager Information and Communications Technology Services, Reece Hamblin entered the meeting, the time being 9:32am.

General Manager, Peter Thompson re-entered the meeting the time being 9:35am.

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

RP-12 CYBER SECURITY UPDATE AND PENETRATION TESTING OUTCOME

Recommendation:

On the Motion of Councillor D Tout and B McNair

That the Audit, Risk and Improvement Committee receive and note the outcome of the external penetration retest results and subsequent full penetration testing outcomes from January 2021.

CARRIED

Manager Information and Communications Technology Services, Reece Hamblin vacated the meeting, the time being 9:46am.

Councillor Dallas Tout vacated the meeting, the time being 9:46am and did not return to the meeting.

RP-13 GOVERNANCE AND RISK UPDATE

Recommendation:

On the Motion of A Lindner and M Nicholls

That the Audit, Risk and Improvement Committee:

- a receive and note this Report
- b receive a Report in relation to Council's COVID-19 compliance with the NSW Public Health Order
- c review the pandemic risk item in the Risk Register

CARRIED

RP-14 CORPORATE RISK REGISTER UPDATE

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee receive and note Council's Corporate (Strategic) Risk Register 2019/20, as reviewed to date.

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

RP-15 REVIEW OF FRAUD ACTION PLAN 2020 AND FRAUD PREVENTION PLAN 2021 AND FRAUD SURVEY 2020 RESULTS

Recommendation:

On the Motion of B McNair and A Lindner

That the Audit, Risk and Improvement Committee endorse the Fraud Prevention Plan 2021 (formerly Fraud Action Plan) with additional comments and suggestions to be provided to the Executive to consider in its review and endorsement of the finalised Plan.

CARRIED

RP-16 POLICY STATUS AND REVIEW UPDATE

Recommendation:

On the Motion of Councillor R Kendall and B McNair

That the Audit, Risk and Improvement Committee note the current status of Council's policies and the organisation-wide process of review prior to the Local Government Election in September 2021.

CARRIED

RP-17 LEGISLATIVE COMPLIANCE REGISTER

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee receive and note the annual review of the Legislative Compliance Register.

CARRIED

RP-18 CODE OF CONDUCT STATISTICS

Recommendation:

On the Motion of M Nicholls and D Rosetta

That the Audit, Risk and Improvement Committee receive and note the report.

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 25 February 2021.

RP-19 PRESENTATION - EXECUTIVE DIRECTOR RIVERINA REGIONAL LIBRARY

Recommendation:

On the Motion of B McNair and A Lindner

That the Audit, Risk and Improvement Committee note the presentation by the Executive Director Riverina Regional Library, Robert Knight.

CARRIED

QUESTIONS WITH NOTICE

No Questions with Notice were received.

The Audit, Risk and Improvement Committee rose at 11:00am.

QUESTIONS/BUSINESS WITH NOTICE

CONFIDENTIAL REPORTS**CONF-1 MAJOR EVENT OPPORTUNITY****Author:** Peter Cook**Director:** Michael Keys

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (d) (i) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

CONF-2 RIVERSIDE BASKETBALL COURT UPGRADE**Author:** Peter Cook**Director:** Michael Keys

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (d) (i) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

PRESENT

The Mayor, Councillor Greg Conkey OAM
Councillor Yvonne Braid OAM
Councillor Paul Funnell
Councillor Dan Hayes
Councillor Vanessa Keenan
Councillor Rod Kendall
Councillor Tim Koschel
Councillor Kerry Pascoe
Councillor Dallas Tout

IN ATTENDANCE

| | |
|---|---------------------|
| General Manager | (Mr P Thompson) |
| Director Corporate Services | (Mrs N Te Pohe) |
| Director Community | (Mrs J Summerhayes) |
| Director Operations | (Mr W Faulkner) |
| Director Projects & Strategy | (Mr D Raack) |
| Director Regional Activation | (Mr M Keys) |
| Manager Finance | (Mrs C Rodney) |
| Manager Corporate Strategy & Communications | (Mr S Gray) |
| Manager Development Assessment & Building Certification | (Mr P O'Brien) |
| Senior Strategic Planner | (Mrs C Atkinson) |
| Visitor Economy & Events Coordinator | (Mrs F Hamilton) |
| Corporate Governance Coordinator | (Mrs N Johnson) |
| Communications & Engagement Officer | (Mr S Shaw) |
| Governance Officer | (Ms K West) |

PRAYER

Almighty God,

Help protect our Mayor, elected Councillors and staff.

Help Councillors to govern with justice, integrity, and respect for equality, to preserve rights and liberties, to be guided by wisdom when making decisions and settling priorities, and not least of all to preserve harmony.

Amen.

This is page 1 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Community members present.

APOLOGIES

No apologies were received.

CONDOLENCE AND SYMPATHY

The Mayor, Councillor G Conkey OAM extended condolences and sympathy to the family of the late Mr Wayne Geale OAM and recognised his significant contribution to the City, in particular his contribution to Wagga Wagga City Council as a Councillor from 2008 to 2012 and Mayor from September 2010 to September 2011. One minute silence was observed for the passing of Mr Wayne Geale OAM.

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 8 MARCH 2021

21/061 RESOLVED:

On the Motion of Councillors T Koschel and K Pascoe

That the Minutes of the proceedings of the Ordinary Council Meeting held on 8 March 2021 be confirmed as a true and accurate record.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

P Funnell

Note : Councillor P Funnell abstained from voting due to his absence at the Council Meeting held on 8 March 2021. In accordance with Council's Code of Meeting Practice this action resulted in his vote against the Motion.

This is page 2 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR** **GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

DECLARATIONS OF INTEREST

Councillor R Kendall declared a Significant Non-Pecuniary Interest in RP-1 - DA20/0774 DA20/0774 - CHANGE OF USE TO CENTRE BASED CHILDCARE FACILITY (60 PLACES) INCLUDING ASSOCIATED ALTERATIONS AND ADDITIONS, SIGNAGE, LANDSCAPING AND BOUNDARY FENCING AT 133 PETER STREET, WAGGA WAGGA the reason being that the owners are close associates of his and vacated the chamber during its consideration.

Councillor R Kendall declared a Pecuniary Interest in RP-4 - PLANNING PROPOSAL - LEP20/0010 - AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN HEIGHT OF BUILDING CONTROL AT 63-65 JOHNSTON STREET, WAGGA WAGGA the reason being that he has a direct interest in this property and vacated the chamber during its consideration.

Councillor R Kendall declared a Non-Significant Non-Pecuniary Interest in CONF-5 - PROPOSED ASSIGNMENT OF AIRPORT SUB-LEASE - LIGHT AIRCRAFT PRECINCT HANGAR SITE 18 the reason being that both the current and proposed lessees are near neighbours of his and remained in the chamber during its consideration.

Councillor T Koschel declared a Non-Significant Non-Pecuniary Interest in RP-7 FINANCIAL PERFORMANCE REPORT AS AT 28 FEBRUARY 2021 the reason being that his workplace is named in the report and remained in the chamber during its consideration.

Councillor K Pascoe declared a Non-Significant Non-Pecuniary Interest in RP-3 PLANNING PROPOSAL – LEP19/0010 TO AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 MINIMUM LOT SIZE PROVISIONS FOR LAND BOUND BY SILVERWOOD, BIRCH, MITCHELL AND BRUNSKILL ROADS, LAKE ALBERT the reason being that he knows some of the people involved in this development and remained in the chamber during its consideration.

Councillor K Pascoe declared a Pecuniary Interest in RP-4 PLANNING PROPOSAL – LEP20/0010 – AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN HEIGHT OF BUILDING CONTROL AT 63-65 JOHNSTON STREET, WAGGA WAGGA the reason being that his company is building a similar building close to 25 metres high that may conflict with this development, as both buildings could be of a similar configuration, he vacated the chamber during its consideration.

Councillor D Tout declared a Significant Non-Pecuniary Interest in CONF-5 PROPOSED ASSIGNMENT OF AIRPORT SUB-LEASE – LIGHT AIRCRAFT PRECINCT HANGAR SITE 18 the reason being that a staff member of his is a shareholder in a company mentioned in the report and vacated the chamber during its consideration.

Councillor P Funnell declared a Non-Significant Non-Pecuniary Interest in RP-9 COVID-19 FAST TRACK EVENT SPONSORSHIP the reason being that he works in this industry and remained in the chamber during its consideration.

This is page 3 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

Director Community, Mrs J Summerhayes declared a Non-Significant Non-Pecuniary Interest in RP-2 PLANNING PROPOSAL - LEP20/0006 - CURRAWANG DRIVE - AMENDMENT TO LAND ZONING AND MINIMUM LOT SIZE OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 the reason being that a family member lives in the area and remained the chamber during its consideration.

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

21/062 RESOLVED:

On the Motion of Councillors D Tout and T Koschel

That Council bring forward consideration of ENGLOBO to precede the public discussion forum.

CARRIED

PROCEDURAL MOTION - ENGLOBO

21/063 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That the standing orders be varied for the meeting as set out hereunder:

- Items where councillors wish to speak
- Items where no councillors wish to speak
- Confidential
- Matter of urgency
- Closure of Meeting

That RP-2, RP-7, RP-8, RP-9, RP-10, M-1,CONF-1 to CONF-4, be adopted as recommended in the business papers.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

This is page 4 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

PUBLIC DISCUSSION FORUM

RP-3 PLANNING PROPOSAL - LEP19/0010 TO AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 MINIMUM LOT SIZE PROVISIONS FOR LAND BOUND BY SILVERWOOD, BIRCH, MITCHELL AND BRUNSKILL ROADS, LAKE ALBERT

- John Eyles – Speaking against the report
- Rosemary Fisher – Speaking against the report

Councillor R Kendall declared a Pecuniary Interest and vacated the Chamber the time being 6.25pm.

Councillor K Pascoe declared a Pecuniary Interest and vacated the Chamber the time being 6.25pm.

RP-4 PLANNING PROPOSAL - LEP20/0010 - AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN HEIGHT OF BUILDING CONTROL AT 63-65 JOHNSTON STREET, WAGGA WAGGA

- Fiona Ziff – speaking in favour of the report

Councillor R Kendall re-entered the chamber, the time being 6.35pm.

Councillor K Pascoe re-entered the chamber, the time being 6.35pm.

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

21/064 RESOLVED:

On the Motion of Councillors T Koschel and P Funnell

That Council bring forward consideration of the following reports to follow the Public Discussion Forum:

- RP-3 - PLANNING PROPOSAL - LEP19/0010 TO AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 MINIMUM LOT SIZE PROVISIONS FOR LAND BOUND BY SILVERWOOD, BIRCH, MITCHELL AND BRUNSKILL ROADS, LAKE ALBERT
- RP-4 - PLANNING PROPOSAL - LEP20/0010 - AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN HEIGHT OF BUILDING CONTROL AT 63-65 JOHNSTON STREET, WAGGA WAGGA

CARRIED

This is page 5 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

REPORTS FROM STAFF

RP-3 PLANNING PROPOSAL - LEP19/0010 TO AMEND WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 MINIMUM LOT SIZE PROVISIONS FOR LAND BOUND BY SILVERWOOD, BIRCH, MITCHELL AND BRUNSKILL ROADS, LAKE ALBERT

21/065 RESOLVED:
On the Motion of Councillors D Hayes and R Kendall

That Council:

- a note the results of the public exhibition for planning proposal LEP19/0010**
- b adopt planning proposal LEP19/0010 to amend the Wagga Wagga Local Environmental Plan 2010**
- c gazette the plan and notify landowners and NSW Department of Planning, Industry and Environment of the decision**
- d adopt the amendments to the Wagga Wagga Development Control Plan 2010 and provide notification of the adoption in the local paper**

CARRIED

RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993

For the Motion
Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

This is page 6 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

**RP-4 PLANNING PROPOSAL - LEP20/0010 - AMEND WAGGA WAGGA
LOCAL ENVIRONMENTAL PLAN HEIGHT OF BUILDING CONTROL
AT 63-65 JOHNSTON STREET, WAGGA WAGGA**

Councillor R Kendall declared a Pecuniary Interest and vacated the Chamber the time being 7.00pm.

Councillor K Pascoe declared a Pecuniary Interest and vacated the Chamber the time being 7.00pm.

21/066 RESOLVED:

On the Motion of Councillors D Tout and D Hayes

That Council:

- a note and support Planning Proposal LEP20/0010 to amend the Wagga Wagga Local Environmental Plan as it applies to Lot 1 DP 1028542.
- b submit Planning Proposal LEP20/0010 to the NSW Department of Planning, Industry and Environment and request a Gateway Determination.
- c receive a further report after the public exhibition period addressing any submissions made in respect of the planning proposal.

CARRIED

**RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION
375A(3) LOCAL GOVERNMENT ACT 1993**

For the Motion
Y Braid OAM
G Conkey OAM
D Hayes
V Keenan
T Koschel
D Tout

Against the Motion
P Funnell

Note : Councillor P Funnell advised that he was in possession of a document to be passed on to the relevant authorities and abstained from voting. In accordance with Council's Code of Meeting Practice this action resulted in his vote against the Motion.

Councillor R Kendall re-entered the chamber, the time being 7.06pm.

Councillor K Pascoe re-entered the chamber, the time being 7.06pm.

This is page 7 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

RP-1 DA20/0774 - CHANGE OF USE TO CENTRE BASED CHILDCARE FACILITY (60 PLACES) INCLUDING ASSOCIATED ALTERATIONS AND ADDITIONS, SIGNAGE, LANDSCAPING AND BOUNDARY FENCING AT 133 PETER STREET, WAGGA WAGGA

Councillor R Kendall declared and Significant Non-Pecuniary Interest and vacated the Chamber the time being 7.07pm.

A Motion was moved by Councillor D Hayes and V Keenan

That Council approve DA20/0774 for change of use to centre based childcare facility (60 places) including associated alterations and additions, signage, landscaping and boundary fencing at 133 Peter Street, Wagga Wagga NSW 2650 subject to the conditions outlined in the Section 4.15 Assessment Report.

An AMENDMENT was moved by Councillor P Funnell and seconded by Councillor T Koschel

That Council defer DA20/0774 for change of use to centre based childcare facility at 133 Peter Street, Wagga Wagga to allow further consultation with the applicant in relation to parking consideration.

The AMENDMENT on being put to the Meeting was CARRIED and became the Motion.

RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993

For the Amendment

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
T Koschel
K Pascoe
D Tout

Against the Amendment

21/067 RESOLVED:

On the Motion of Councillors P Funnell and T Koschel

That Council defer DA20/0774 for Change of Use to Centre Based childcare facility at 133 Peter Street, Wagga Wagga to allow further consultation with the applicant in relation to parking considerations.

CARRIED

This is page 8 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
T Koschel
K Pascoe
D Tout

Against the Motion

Councillor R Kendall re-entered the chamber, the time being 7.26pm.

RP-2 PLANNING PROPOSAL - LEP20/0006 - CURRAWANG DRIVE - AMENDMENT TO LAND ZONING AND MINIMUM LOT SIZE OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010

21/068 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a support planning proposal LEP20/0006 to amend the Wagga Wagga Local Environmental Plan 2010 land zoning and minimum lot size
- b prepare an addendum to the application to expand the change in minimum lot size as identified in the report to
- c submit the planning proposal with Council's addendum to the NSW Department of Planning, Industry and Environment for Gateway Determination
- d prepare a Development Control Plan amendment to be exhibited alongside the planning proposal to address relevant matters
- e receive a further report after the exhibition period addressing any submission made in respect of the planning proposal

CARRIED

RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

This is page 9 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

RP-5 FRIDAY NIGHT SHOPPING AND FOOTPATH ACTIVATION TRIAL

21/069 RESOLVED:

On the Motion of Councillors P Funnell and T Koschel

That Council receive and note the findings of this report

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

RP-6 DRAFT WAGGA WAGGA MAJOR OVERLAND FLOW FLOODPLAIN STUDY (MOFFS) & THE TARCUTTA, LADYSMITH AND URANQUINTY FLOODPLAIN STUDY (VOFFS)

21/070 RESOLVED:

On the Motion of Councillors V Keenan and R Kendall

That Council:

- a receive the draft Wagga Wagga Major Overland Flow Floodplain Risk Management (MOFFS) Study and Plan report and place on public exhibition for a period of 40 days from 26 March 2021 and 5 May 2021 and invite public submissions until this date
- b receive the draft Village Overland Flow Floodplain Risk Management (VOFFS) Studies and Plans report and place on public exhibition for a period of 40 days from 26 March 2021 and 5 May 2021 and invite public submissions until this date
- a receive a further report following the public exhibition and submission period:
 - i addressing any submission made in respect of the proposed reports
 - ii proposing adoption of the reports unless there are any recommended amendments deemed to be substantial and required a further public exhibition period

CARRIED

This is page 10 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

RP-7 FINANCIAL PERFORMANCE REPORT AS AT 28 FEBRUARY 2021

21/071 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a approve the proposed 2020/21 budget variations for the month ended 28 February 2021 and note the continued forecast deficit budget position as a result of the COVID-19 pandemic
- b approve the proposed budget variations to future financial years of the Long-Term Financial Plan
- c authorise the acceptance, preparation and execution of all documents under Council Seal as required to facilitate the undertaking of the approved projects by the respective user groups of the following 2020/21 Crown Reserves Improvement Fund Grants (all GST exclusive figures):
 - i) Flowerdale Footbridge Silverlite \$157K
 - ii) Wagga Bidgee & District Pony Club Works \$ 18K
 - iii) Cabarita Park Facility Upgrade \$ 27K
 - iv) Collingullie Oval & Cross Roads Oval Works \$ 16K
- d note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above
- e note the details of the external investments as at 28 February 2021 in accordance with section 625 of the Local Government Act 1993

CARRIED

This is page 11 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

RP-8 SECTION 356 REQUESTS FOR FINANCIAL ASSISTANCE

21/072 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a in accordance with Section 356 of the Local Government Act 1993, provide financial assistance to Country Hope of \$700**
- b note the proposed budget available for financial assistance requests for the remainder of the 2020/21 financial year**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

This is page 12 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

RP-9 COVID-19 FAST TRACK EVENT SPONSORSHIP

21/073 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a authorise the General Manager or their delegate to enter into an agreement to sponsor MerinoLink for their MerinoLink Conference to the amount of \$10,000 from the 2020/21 Events Sponsorship budget
- b approve the extension of the COVID-19 Fast Track Event Sponsorship Program for one month from 31 March 2021 to 30 April 2021 for events held until 31 July 2021.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

**RP-10 COUNCILLOR CONFERENCE - MURRAY DARLING ASSOCIATION
NATIONAL CONFERENCE AND ANNUAL GENERAL MEETING**

21/074 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council endorse the Mayor to attend The Murray Darling Association National Conference and Annual General Meeting to be held in Wentworth on the 16 to 19 May 2021.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall

Against the Motion

This is page 13 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 MARCH 2021**.

.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

T Koschel
K Pascoe
D Tout

RP-11 RESOLUTIONS AND NOTICES OF MOTIONS REGISTERS

21/075 RESOLVED:

On the Motion of Councillors D Hayes and T Koschel

That Council receive and note the following registers:

- a Active Resolutions as at 16 March 2021**
- b Active Notice of Motions as at 16 March 2021**
- c Resolutions including Notice of Motions completed from 16 February 2021 to 16 March 2021**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion
Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

COMMITTEE MINUTES

M-1 FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE - MINUTES - EXTRAORDINARY MEETING 23 FEBRUARY 2021

21/076 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council receive and note the minutes of the Floodplain Risk Management Advisory Committee extraordinary meeting held on 23 February 2021.

CARRIED

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.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

QUESTIONS/BUSINESS WITH NOTICE

Councillor D Hayes requested an update on 2021 ANZAC day events.

Director Community, Mrs J Summerhayes advised that the Wagga RSL Sub Branch on 22 March 2021 confirmed with Council's Event Officer that they will now be proceeding with the Anzac Day march. The sub branch received advice from the Parliamentary Liaison Officer for the Office of the Minister for Health and Medical Research that:

- Spectators are considered members of the public and
- a limit applies only to those participating in the parade being a cap of 3000 persons in the parade
- Spectators and crowd control falls under the jurisdiction of NSW Police

A meeting is scheduled for Wednesday 24 March 2021, where Wagga RSL Sub Branch representatives, Council staff and Police will meet to go through the details of:

- Crowd and traffic control for the march
- COVID Safe Plans for the march

Councillor D Hayes requested advice from Council staff in relation to any communication Council may have had with Local Emergency Services regarding availability of equipment and resources to manage incidents in developments recently approved with increased heights of buildings.

Councillor D Hayes stated his disappointment with local operations of Channel Nine leaving the area and expressed his sadness to redundant staff affected by this closure.

Councillor D Hayes wished Councillors and staff a happy and safe Easter.

Councillor K Pascoe requested that Lawson and Schiller Street pathways and vegetation be inspected for overgrown shrubbery and maintenance be undertaken to eliminate hazards to pedestrians and motorists.

Councillor K Pascoe raised concerns of vandalism being undertaken each weekend causing damage to street signs during the early hours of the mornings, especially

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.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

around the CBD areas such as Edward Street, Tarcutta Street and Morgan Street, requesting that a solution be investigated for solid footings on replacement signs.

Councillor P Funnell requested information on how much Council has spent on the "Slow Down" campaign and the relevance of this program to Council.

Councillor P Funnell advised that a lot of rubbish is being dumped approximately 22km down the Holbrook Road, requesting deterrent signage and a clean-up of this area be undertaken.

Councillor P Funnell raised safety concerns in relation the lack of a bus stop for school children on Gelston Park Road. Requesting that the site be inspected and a safe bus stop be established with associated signage and an education program for those utilising this service.

Councillor P Funnell requested that the footpath in Baylis Street in the vicinity of Bayleaf Coffee shop be inspected and maintenance undertaken.

Councillor P Funnell requested information on provisions for dumped or burnt out cars in particular 'who's responsibility is it' and 'what is the timeframe for removal'.

Councillor P Funnell requested an inspection and corrective action be undertaken on the 'vehicle length sign' at Redhill Road/Kapooka Road intersection as it has been spun around in the wrong direction causing confusion for drivers.

Councillor P Funnell requested a report as a result of community complaints on the regulatory blue and white bus signs that have been installed in approximately 300 locations across the City with no communication or engagement with the community.

The General Manager, Mr P Thompson advised that this was a program facilitated and delivered by Transport for NSW (tfns). Council have requested that the signs be removed until a comprehensive consultation and engagement program is delivered to the community.

Councillor P Funnell requested that he be provided with a copy of the letter sent to Member for Riverina, Michael McCormack MP from Council, in relation to Australia's relationship with China.

Councillor Y Braid requested an update on the expected timeframe for the completion of the Wagga Base Hospital development.

CLOSED COUNCIL

21/077 RESOLVED:

On the Motion of Councillors R Kendall and T Koschel

That the Council now resolve itself into a Closed Council, the time being 8.46pm.

CARRIED

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.....**MAYOR****GENERAL MANAGER**

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 March 2021.

AT THIS STAGE OF THE MEETING THE PRESS AND PUBLIC GALLERY RETIRED FROM THE COUNCIL MEETING.

CONFIDENTIAL REPORTS

CONF-1 PROPERTY RATES MATTER

21/078 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council receive the Section 601 application and approve as per the Council staff recommendation included in the Financial Implications section of this report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

CONF-2 LAKE ALBERT BLUE GREEN ALGAE REMEDIATION (UPDATE ON EXTENDED TRIAL OF ULTRASOUND UNITS)

21/079 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a endorse the purchase of the Envirosonic Ultrasound System installed at Lake Albert upon completion of the extended trial on 13th April 2021
- b authorise the General Manager or their delegate to enter into a contract with Masonry Management Services Pty Ltd (ABN 67072 316477) trading as Envirosonic to purchase the Ultrasound System
- c approve the budget variations as detailed in the financial implications section of this report

CARRIED

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.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

CONF-3 RFT2018-16 PROVISION OF TRADE SERVICES (REFRESH)

21/080 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a accept the tender of
 - i AC Electrics NSW Pty Ltd (ABN 75 103 977 868)
 - ii Engie Mechanical Services Australia Pty Limited (ABN 66 160 365 471)
 - iii Grant Leslie Roberson trading as Grant Roberson Communications (ABN 35 121 274 758)
 - iv Total Ventilation and Hygiene Pty Ltd (ABN 15 149 359 437)for the provision of Trade Services
- b authorise the General Manager or their delegate to enter into a Contract with the entities nominated in "a" above for the Provision of Trade Services until 31 March 2022
- c authorise the General Manager or their delegate to extend the Provision of Trade Services Contract for one 12-month period at the sole discretion of Council
- d authorise the affixing of Council's Common Seal to all relevant documents as required

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes

Against the Motion

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.....**MAYOR****GENERAL MANAGER**

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 March 2021**.

V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

CONF-4 RFT2021-16 SUPPLY OF MEMORIAL PLAQUES, VASES AND OTHER SUPPLIES

21/081 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a accept the offers of Phoenix Foundry Pty Ltd (ABN: 28 002 784 223) and Matthews Bronze Pty Ltd trading as Arrow Bronze (ABN: 94 077 038 337) for the Supply of Memorial Plaques, Vases and other Supplies at the Schedule of Pricing in their offer for a 2-year term
- b authorise the General Manager or their delegate to enter into a contract with Phoenix Foundry Pty Ltd (ABN: 28 002 784 223) and Matthews Bronze Pty Ltd trading as Arrow Bronze (ABN: 94 077 038 337) for the Supply of Memorial Plaques, Vases and other Supplies at the Schedule of Pricing in their offer for a 2-year term
- c authorise the General Manager or his delegate to extend the Contracts for 3 x 12-month periods, as set out in the Contract documents, at the sole discretion of Council
- d authorise the affixing of Council's Common Seal to all relevant documents as required

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion
Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

Against the Motion

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.....**MAYOR****GENERAL MANAGER**

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CONF-5 PROPOSED ASSIGNMENT OF AIRPORT SUB-LEASE - LIGHT AIRCRAFT PRECINCT HANGAR SITE 18

Councillor D Tout declared a Significant Non-Pecuniary Interest and vacated the Chamber the time being 8.48pm.

21/082 RESOLVED:

On the Motion of Councillors T Koschel and K Pascoe

That Council:

- a agree to assign the Airport sub-lease over Light Aircraft Precinct Hangar Site 18 as per the details set out in the body of this report
- b delegate authority to the General Manager or their delegate to execute any necessary document on behalf of Council
- c authorise the affixing of Council's Common Seal to documents relating to this matter as per the details set out in the body of this report

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

Councillor D Tout re-entered the chamber, the time being 8.49pm.

REVERSION TO OPEN COUNCIL

21/083 RESOLVED:

On the Motion of Councillors T Koschel and P Funnell

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 8.50pm.

CARRIED

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 8.51pm.

.....
MAYOR

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.....MAYORGENERAL MANAGER