



# **MINUTES**

**of the**  
**Ordinary Meeting**  
**Held**  
**17 August 2020**

**Our Values: Leadership • Integrity • Progressiveness • Commitment  
• Accountability • Adaptability**

**Minutes of the Ordinary Monthly Meeting of Lockhart Shire Council held in the Council Chamber,  
Lockhart on Monday, 17 August 2020 commencing at 5.00pm.**

**PRESENT**

Cr R Schirmer (Mayor), Cr G Verdon (Deputy Mayor), Cr M Day, Cr G Driscoll, Cr I Marston, Cr P Sharp and Cr J Walker.

Also in attendance were the General Manager, Director Corporate and Community Services, Director Engineering & Environmental Services, and Executive Assistant.

The meeting opened with a prayer.

**APOLOGIES**

Cr D Douglas and Cr A Rockliff.

<b>146/20</b> <b>RESOLVED</b> on the motion of Crs Day and Verdon that the apologies from Cr Douglas and Cr Rockliff be accepted and leave of absence be granted.
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**LEAVE OF ABSENCE**

Nil.

**CONFIRMATION OF MINUTES  
ORDINARY MEETING, 20 JULY 2020**

<b>147/20</b> <b>RESOLVED</b> on the motion of Crs Verdon and Walker that the Minutes of the Ordinary Meeting held on Monday, 20 July 2020 as printed and circulated be taken as read and confirmed.
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**DECLARATION OF PECUNIARY AND  
NON-PECUNIARY INTERESTS**

Nil.

## MAYORAL MINUTE

### Project EnergyConnect

Councillors will be aware from reports tabled by the General Manager at the May and June 2020 Council meetings of Project EnergyConnect. The Project involves the construction of a new 330 kilovolt above ground transmission line between Robertstown in South Australia and Wagga Wagga in NSW. The proposed new transmission line will pass through numerous local government areas including Lockhart Shire.

Project EnergyConnect is a joint project between South Australia's electricity transmission network provider, ElectraNet and NSW's provider TransGrid, to deliver a 900 kilometre energy interconnector between the power grids of South Australia and New South Wales, with an added connection to Victoria. The purpose of the interconnector is to enable the sharing of energy between NSW and SA, with the objective of lowering wholesale energy costs and supporting growth in renewable energy generation.

As previously reported to Council TransGrid planned to contact potentially affected landowners directly before embarking on broader community consultation regarding the proposed route. Transgrid commenced broader community consultation in Lockhart with a community drop-in-session held outside the IGA Supermarket on Saturday morning, 25 July 2020.

A map showing the study corridor can be viewed at <https://transgrid.com.au/energyconnect>. For the most part the corridor follows the route of the existing major transmission line through the Shire with the exception of a short "greenfield" section at the western end of the Shire.

Some community members have taken the opportunity to make a submission and expressed their concerns to TransGrid. The concerns are largely based on the close proximity of the proposed route to the town of Lockhart.

The existing transmission line crosses the Albury-Lockhart Road approximately 700 metres south of the end of the 50km speed limit zone and approximately 900 metres south of the RU5 Village Zone boundary as identified in Lockhart Local Environmental Plan 2012. The line skirts the southern edge of the R5 Large Lot Residential Zone boundary.

I understand that Lockhart is the only town along the 900km route situated so close to the area of interest under consideration for the new interconnector.

In order to minimise the impacts on Town residents with respect to interference with television reception, emergency services communications and the like, as well as the impact on the Town's future growth prospects, I have made representations to the Member for Riverina and Deputy Prime Minister, the Hon Michael McCormack MP, that the new transmission line should be located south of the existing line and further away from the town.

**Recommendation:** That Council endorse the representations made by the Mayor to the Member for Riverina and Deputy Prime Minister, the Hon Michael McCormack MP, regarding the construction of a new 330 kilovolt above ground transmission line between Robertstown in South Australia and Wagga Wagga in NSW.



**Cr Rodger Schirmer**  
Mayor

<p><b>148/20 RESOLVED</b> on the motion of Crs Day and Marston that Council endorse the representations made by the Mayor to the Member for Riverina and Deputy Prime Minister, the Hon Michael McCormack MP, and the Member for Wagga Wagga, Dr Joe McGirr MP, regarding the construction of a new 330 kilovolt above ground transmission line between Robertstown in South Australia and Wagga Wagga in NSW.</p>
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## MAYORAL REPORT

The Mayor, Cr Schirmer, verbally reported on activities during the past month as follows:

- 31 July 2020 Met with Nick Mathews to discuss action we may take in regard to proposed Transgrid power line passing closely to Lockhart.
- 11 Aug 2020 Along with Cr Driscoll, Cr Verdon, Mr Terrey Kiss and Mr Allan McCormick of Blackadder Associates, and the General Manager, conducted the General Manager's performance review.
- 12 Aug 2020 Participated in a Zoom conference for the REROC/RIVJO Executive.

**149/20 RESOLVED** on the motion of Crs Day and Sharp that the Mayoral Report be received.

## URGENT MATTERS

Nil.

## NOTICE OF MOTION

Nil.

## COMMITTEE REPORTS

Nil.

## DELEGATES' REPORTS

Nil.

## STATUS REPORT/PRÉCIS OF CORRESPONDENCE ISSUED

### Status Report: Council Resolutions and Tasks to be finalised

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 20 July 2020</b>			
134/20	DEES	<b>Light Posts – Green Street, Lockhart</b> Arrange for the damaged light posts be replaced, as far as possible, with like-for-like.	Provided further information and measurements to Foundry.
133/20	DEES	<b>Naming of Bridges – Brookong Creek and Urana Lockhart Road</b> 1. Propose the bridge on Urana Lockhart Road be named Brookong Creek Bridge. 2. Propose the culvert over Brookong Creek in Green Street, Lockhart, be named Greens Gunyah Bridge, Brookong Creek. 3. Write to Transport for NSW advising of the proposed names for the bridge on Urana Lockhart Road and the new culvert over Brookong Creek, Lockhart.	Written to TfNSW.
132/20	DEES	<b>Fixing Local Roads Funding Program</b> a) Notes the \$1,498,500 received under the Fixing Local Roads program to upgrade Wattles Road and Tinamba Lane; b) Submits a grant application under the next round of Fixing Local Roads program for the sealing of Prichard Place, Lockhart; and c) Place notices in the August 2020 Council Newsletter for letters of support for the project.	Fixing Local Roads program to open for submissions later in 2020.
130/20	DCCS	<b>NSW Rural Doctors Network Scholarship Program</b> Provide funding totalling \$3,000 to participate in the NSW Rural Doctors Network Bush Bursary/Country Women's Association (NSW) Scholarship Program annually for two students.	Council resolved at the July 2020 meeting to participate in the NSW Rural Doctors Network Bush Bursary/Country Women's Association (NSW) Scholarship Program annually for two students. Complete.
128/20	GM	<b>Local Road &amp; Community Infrastructure Program</b> Submit the list of projects as agreed at the Councillor Workshop held on 20 July 2020 for funding under the LRCI Program.	The Funding Agreement has been executed and the necessary Work Schedule and Project Nomination Forms are being progressively prepared for the nominated projects.

Lockhart Shire Council  
Ordinary Meeting – 17 August 2020

Minute No:	Officer to Action	Council Resolution	Action Taken
123/20	GM/DCCS	<p><b>Land/Premises for Community Development, Lockhart and The Rock</b></p> <p>(i) Council endeavours to secure the purchase of the former GrainCorp premises in Green Street Lockhart for Community Development at a fair market price this financial year.</p> <p>(ii) That Council identifies and secures premises or land in The Rock for the purposes of Community Development by the end of the 2021/22 financial year.”</p>	Negotiations have recommenced with GrainCorp regarding the property at 109 Green Street Lockhart and additional information has been provided to GrainCorp in anticipation of further discussions.
<b>Ordinary Council Meeting held 15 June 2020</b>			
119/20	GM	<p><b>Aged Care Accommodation in Lockhart</b></p> <p>In-principle support given for options 2, 3 and 4 as outlined in the report, and General Manager authorised to enter into negotiations with relevant parties in pursuing these options.</p>	Subject to further report included in the August Council meeting Business Paper. Complete.
110/20	GM	<p><b>Grant Application Preparedness</b></p> <p>1. Endorse the inclusion of an amount of \$40,000 in the 2020/21 Draft Budget for “project planning/grant application preparedness”, and</p> <p>2. Determine a shortlist of projects to be developed to “shovel ready” status pending the availability of funding.</p>	<p>1. An amount of \$40,000 has been included in the 2020/21 Draft Budget. Complete.</p> <p>2. Shortlist of projects to be determined.</p>
108/20	MES	<p><b>Review of Development Contributions Plan 2015 for Lockhart Shire Council</b></p> <p>Place the draft Section 7.12 Development Contributions Plan on public exhibition for 28 days and bring a further report to Council.</p>	Public Exhibition period has closed and a further report is included in the August Council Meeting Business Paper. Complete.
103/20	GM	<p><b>Sale of 55 Scott Street, The Rock</b></p> <p>Execute Transfer document under Council's Seal.</p>	The contract of sale has been settled. Complete.
102/20	GM	<p><b>Shire &amp; Town Entrance Signs</b></p> <p>Arrange order and installation of approved signage.</p>	Quotations were invited with a closing date of 21 July 2020. Two quotations have been received and another two are awaited.

Lockhart Shire Council  
Ordinary Meeting – 17 August 2020

Minute No:	Officer to Action	Council Resolution	Action Taken
101/20	DCCS	<p><b>Lockhart Recreation Ground Mgt Committee – Request Financial Assistance</b></p> <p>a) Approve an interest free loan up to \$75,000 with repayments at \$5,000 per annum.</p> <p>b) Approve a co-contribution of up to a maximum of \$10,000 if there is a funding shortfall after revised scope of works and revised costings have been received, with the co-contribution to be funded from the 2020-21 Budget allocation for section 356 or from 2019-20 Quarterly Budget review budget surplus.</p>	<p>Information has been communicated to Lockhart Football Netball Club and the Lockhart Recreation Ground Management Committee.</p> <p>Complete.</p>
99/20	DCCS	<p><b>Tender – Lockhart Recreation Ground – Extend/Upgrade Amenities</b></p> <p>1. Council declines to accept any of the tenders submitted for the Lockhart Recreation Ground – Extend and Upgrade Amenities Building Tender No. C2020/02 as tendered prices exceeded the available budget; and</p> <p>2. Council delegates the General Manager to enter into negotiations with any of the tenderers to undertake the works at a revised price or scope of works.</p>	<p>Council is in the process of seeking revised quotes for a reduced scope of works for Stage 1.</p> <p>Revised quotes received; Stage 1 has been awarded to Precise Build.</p>
<b>Ordinary Council Meeting held 20 April 2020</b>			
70/20	GM	<p><b>Review of Operational Land</b></p> <p>Council adopt the following actions in relation to the review of land classified as “operational land”:</p> <p>1. Explore opportunities for biodiversity offsets in respect of the former Milbrulong School site situated on the corner of Benders Lane and the Lockhart The Rock Rd;</p> <p>2. Investigate the feasibility of undertaking a large-lot residential subdivision on Lot 62 DP1015278 and Lot 90 DP756417 Prichard Place, Lockhart before determining whether or not to dispose of the land; and</p> <p>3. Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land.</p>	<p>1. Availability of land for biodiversity offsets has been made known to relevant brokers etc.</p> <p>Complete.</p> <p>2. Availability of land for biodiversity offsets has been made known to relevant brokers etc.</p> <p>Complete.</p> <p>3. Contact has been made with the adjoining land owner and information provided regarding the Council owned land in anticipation of further discussions.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 18 November 2019</b>			
292/19	DCCS	<p><b>Council Buildings – Dentist and Lockhart Museum</b></p> <p>Council approve part funding of works as detailed in the report to the Lockhart Museum building at 39 Urana St and the dentist building at 85 Green St Lockhart from Internal Reserves for Buildings for the amount of \$33,120.00.</p>	Painting has been rescheduled to week of 17 August.
<b>Ordinary Council Meeting held 16 September 2019</b>			
256/19	GM	<p><b>Lockhart Renewable Energy Project</b></p> <p>a) Having secured Commonwealth government funding totalling \$1 million for the Better Energy Technology Renewable Energy Project for Lockhart Township; and</p> <p>b) Having given 28 days public notice of its intention to do so:</p> <p>c) Hereby resolves pursuant to Section 356 Local Government Act 1993 to provide financial assistance totalling \$1 million to Better Energy Technology, in the same manner, i.e. progress payments, as Council receives the funding from the Commonwealth, and for the sole purpose of undertaking Stage 1 of the Lockhart Renewable Energy Project.</p>	<p>A further progress report has been included in the August Council meeting Business Paper.</p> <p>Arrangements have also been made for Gordon Hinds of Better Energy Technology to address Council and provide a further update.</p>
<b>Ordinary Council Meeting held 19 August 2019</b>			
223/19	DEES	<p><b>Lockhart Caravan Park</b></p> <p>a) Endorses the proposed Lockhart Caravan park revised layout; and</p> <p>b) A further report be brought to Council in due course once a detailed costing can be provided.</p>	Work in progress. Following up design of fire hydrant and hose reels. Preparing DA for caravan park.
210/19	TEDO	<p><b>Minutes of the TEDSC Meeting – Tim Fischer Statue/Lockhart Railway Station</b></p> <p>Subject to agreement by the authorised managers of the Lockhart Railway Station, expressions of interest for community or commercial purposes be sought from the wider community for the Lockhart Railway Station building.</p>	Advertisement placed in the Lockhart Shire newsletter and on social media.



Lockhart Shire Council  
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Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 15 April 2019</b>			
77/19	DCCS	<b>Lockhart Medical Centre Community Services Building</b> Council support the change of use to the Lockhart Medical Centre/Community Services, on the corner of Matthews and Hebden Streets in principle and provide a letter of landowner consent to a Development Application being lodged.	Valmar provided their proposed changes and letters were sent to neighbouring property owners informing them of the proposed change of use, with no replies received.  The building is now in use for the desired purpose.  Complete
<b>Ordinary Council Meeting held 15 October 2018</b>			
260/18	TEDO	<b>Minutes of the TEDSC Meeting – Water Tower Long Term Maintenance</b> An agreed amount be held in reserve to enable future maintenance of the Lockhart Water Tower as and when needed.	A draft MoU has been prepared and referred to RWCC for comment following which it will be presented to Council for consideration at the September Council meeting.
<b>Ordinary Council Meeting held 16 May 2016</b>			
109/16	DCCS	<b>Old Lockhart Railway Station Building</b> Council to: a) Seek to find a suitable use/tenant for the building b) Begin negotiations with JHR to hand building back, if suitable use/tenant not found within next 6 months.	a) No potential tenancy enquiries received, infrequent use as regional meeting site, or by local schools. b) Variation to Lease being pursued to reduce rental.
<b>Ordinary Council Meeting held 20 July 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Schirmer – Table Drain, Spanish Ave</b> Drew attention to the table drain adjacent to Mrs McKenzie’s property in Spanish Avenue, which is still holding a large quantity of water. Requested works be undertaken to release this water to prevent mosquitos.	Works programmed for end of August/early September subject to weather conditions.
	DEES	<b>Cr Schirmer – Garbage Bins in Main Street</b> Noted that liquid waste is leaking from bins onto the pavers below, causing staining. Requested that pressure-washing of the pavers beneath each bin be undertaken.	Pressure washing scheduled for September.
	DEES	<b>Cr Schirmer – Lockhart The Rock Road</b> Requested a quotation be sought for fog lines and centre lines between Lockhart and The Rock, particularly on the bend at the County Boundary Road intersection.	DEES advised that he has inspected the road. Road width is an issue and will follow up with TfNSW as to whether the lines can be put in place as they are not allowed on narrow roads.

Lockhart Shire Council  
Ordinary Meeting – 17 August 2020

Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	<b>Cr Verdon – The Rock Hill Nature Reserve</b> Has noticed and received comments regarding the signage on approach to the Nature Reserve being extremely dull and difficult to read. Who owns the signs and is therefore responsible for maintenance?	Contacted NPWS who owns and who is responsible for the upkeep of wayfinding signs at The Rock Nature Reserve - Kengal Aboriginal Place.
	DEES	<b>Cr Verdon – The Rock Recreation Ground</b> Asked for the timeframe for completion of the carpark at The Rock Recreation Ground.	Works programmed for end of August/early September subject to weather conditions.
	DCCS	<b>Cr Driscoll – Childcare in the Shire</b> Requested that Council investigate the childcare situation in the Shire and ascertain if there is a need that could be supported by any of The RockOOSH surplus.	Council will contact both schools in Lockhart as a starting point for feedback on demand for before & after school care.
	TEDO	<b>Cr Driscoll - Signage at The Rock Hill</b> Requested that Council's Tourism and Economic Development Officer make enquiries of National Parks & Wildlife regarding additional/better signage for the tracks.	TEDO has requested an onsite meeting to discuss a range of items including these signs, road signs and the overall strategic direction.
<b>Ordinary Council Meeting held 15 June 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<b>Cr Driscoll – The Rock Recreation Ground</b> Enquired as to who is responsible for the cleaning of the public toilets at The Rock Recreation Ground.	DCCS advised a review is required of which Council toilets are considered to be "public toilets" and how they are serviced. Further advice will be provided.  Information is being compiled on all Recreation Grounds and Showgrounds under S355 management, a report will be provided at August 2020 meeting.
	DEES	<b>Cr Douglas – Provision of Parking for Long Vehicles</b> Enquired as to whether it was possible to change the designated angle parking on the southeast side of Urana Street, adjacent to the museum, to parallel parking for people towing trailers and caravans.	A change will possibly require a report to Council's Traffic Committee.  Will investigate and advise.
	DCCS	<b>Cr Walker – Toilets, The Rock Showground &amp; Golf Course</b> Advised he has been approached for Council to take over cleaning/management of the toilets at The Rock Showground and Golf Course and asked what the possibility might be of that happening.	Will investigate and advise.  Information is being compiled on all Recreation Grounds and Showgrounds under S355 management, a report will be provided at August 2020 meeting.  Report included in August Business Paper.

Lockhart Shire Council  
Ordinary Meeting – 17 August 2020

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 20 April 2020 – Councillor Questions &amp; Statements</b>			
	DEES	<b>Cr Rockliff – Verandahs in Lockhart</b> Advised that despite control efforts so far, the problem birds have moved from once place to another and something more needs to be done. The birds have moved on from Lockhart Building Supplies to the Medical Centre and Newsagency, almost to “Ginge & Fluffs” second-hand store.	Cost estimate to install bird spikes similar to current along full length on both sides is between \$35,000 and \$65,000. Not included in draft Budget for 2020/21.
	DEES	<b>Cr Rockliff - Weeds</b> Advised the “cat heads” and khaki weed infestations around town are causing issues for “gopher” owners, causing tyre punctures.	Considering clearing areas in vicinity of town centre. To be programmed.
<b>Ordinary Council Meeting held 16 March 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	GM	<b>Cr Walker - 9-Day Fortnight</b> Asked if the shorter working week has been successful.	Whilst the 9-day fortnight is working satisfactorily to date, the trial period has been extended to better gauge the impacts on reception staff and increased reception hours. Due to the closure of Council’s reception in response to the COVID-19 pandemic, recent months may not have provided a good guide of the impacts.
	DEES	<b>Cr Verdon – Emily St</b> Notes that any flood mitigation works in this area is unfunded but asked if Council had plans to clean it up, to allow water to flow, especially towards the southern end, near Semmens Rd as residents are concerned.	Clearing works programmed for November.
<b>Ordinary Council Meeting held 3 February 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Verdon – Risk of Falling Tree Limbs at The Rock Recreation Ground</b> Advised of current danger imposed on campers regarding possible falling tree limbs at The Rock Recreation Ground and enquired who is responsible for trimming these limbs to ensure public safety.	Annual pruning to start at The Rock in August. Facilities Officer will inspect prior to works being conducted.
	DEES	<b>Cr Rockliff – Lawn Cemetery, Lockhart</b> Advised that residents are again concerned about the care taken of plots and sprinklers not working at the Lockhart Lawn Cemetery.	Still issues with controller. Contractor engaged to replace controller.

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Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	<b>Cr Rockliff – Lockhart and The Rock Swimming Pools</b> Advised that the Lockhart Swimming Pool had recently sustained damage during a break-in and requested Council consider the installation of CCTV to identify and deter from this reoccurring.	Quotes received total \$12,500 to install security at both pools. Work Schedule for LRCI Program issued to Department. Works to commence once Works Schedule is approved.
	DEES	<b>Cr Marston – CCTV</b> With regard to the enquiry made by Cr Rockliff regarding the possible installation of CCTV at Lockhart and The Rock Swimming Pool Complexes, Cr Marston requested that Council also include Recreation Grounds in the Shire in this consideration.	Quotes received, minimum of \$6000 per site. Not included in draft Budget for 2020/21. Could be considered under LRCI Program, with further consultation required with s355 management committees.
	DEES	<b>Cr Douglas – Lockhart and The Rock Swimming Pools</b> Commented that the new pools are great facilities for the Shire but he believes the contractor at each pool is being put at risk if working by themselves and he would like Council to consider hiring additional staff for security and safety reasons. Cr Douglas asked if going forward Council could consider amending contractual arrangements to stipulate that two people be present at all times during pool opening hours.	Contacted with Royal Lifesaving NSW and has reviewed Council's contractual arrangements. To undertake a risk assessment prior to establishing lifeguard ratios in accordance the 'Guidelines for Safe Pool Operation'. Waiting for RLNSW to finalise quote for assessments and dates.
<b>Ordinary Council Meeting held 18 November 2019 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Rockliff – Walter Day Park, Lockhart</b> Enquired if there is a problem with the sprinklers at Walter Day Park, as large sections of grass are dying off?	Undertook some works. Engaged contractor to replace sprinkler valves.
<b>Ordinary Council Meeting held 19 August 2019 – Councillor Questions &amp; Statements</b>			
Questions & Statements	GM/DCCS	<b>Cr Marston – Status of Work on the Second Oval, The Rock</b> Enquired about the status of the work for the second oval at The Rock particularly with respect to commencing the project within 12 months of the grant being approved.	Prepared the area at the western end of the Recreation Reserve for temporary use by the Pony Club to enable works to commence on the 2 <sup>nd</sup> oval. On advice from Crown Lands Council has made contact with NSW Aboriginal Land Council, awaiting response. General Manager & DCCS convened a meeting with the Pony Club & The Rock Recreation Ground Management Committee, as a result the Pony Club have agreed to remain at the recreation ground. Plans are being finalised on the development required to enable both the Pony Club & the second oval to co-exist. This will allow for the construction of second oval to proceed.

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Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 15 April 2019 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Driscoll – The Rock Town Entrance Sign</b> Advised that The Rock town entrance sign re-instated south of The Rock on the Olympic Hwy is a lot further south than its original position and enquired if it could be relocated back closer to The Rock?	GHSC advised it will be done when they are doing some line marking in the area.
<b>Ordinary Council Meeting held 20 November 2017 – Councillor Questions &amp; Statements</b>			
Questions & Statements	GM	<b>Cr Marston – Potential Purchase of Land for Development</b> Following completion of Carson Rd Development, The Rock, enquired if Council could look into the purchase of more land for development (using borrowings) Shire-wide, but maybe concentrating on The Rock and lifestyle blocks in Yerong Creek, requesting this be put on the agenda for further discussion.	Discussions have been held with Council's agent and the availability of suitable developable land coming on to the market is being monitored.  Land development at The Rock has also been submitted to the Riverina JO for inclusion in the Statement of Regional Priorities being developed by the JO.

**August 2020 Council Meeting - Correspondence Sent to Councillors**

Date sent to Councillors	From	Subject	File Ref
24/07/2020	LG NSW and ALGA	Weekly Local Government News	S20-020
24/07/2020	General Manager	Aged Care – Lockhart	A25-030
31/07/2020	LG NSW and ALGA	Weekly Local Government News	S20-020
10/8/2020	LG NSW and ALGA	Weekly Local Government News	S20-020

**Recommendation:** That the information be noted.

<b>150/20 RESOLVED</b> on the motion of Crs Walker and Sharp that the information be noted.
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## STAFF REPORTS

### STRATEGIC DIRECTION A: A Connected and Resilient Community

#### 1. SECTION 355 MANAGEMENT COMMITTEES AND CLEANING AMENITIES (DCCS/C70-035)

##### Executive Summary

At the June 2020 Council meeting, Council requested a report on the cleaning of amenities at The Rock Recreation Ground and The Rock Showground and Golf Course.

##### Report

This report is as a result of two separate enquiries raised in Questions and Statements at the June 2020 Council meeting as follows:

1. **The Rock Recreation Ground** – Cr Driscoll enquired as to who is responsible for the cleaning of public toilets at The Rock Recreation Ground?

Response - Director of Corporate & Community Services: A review is required of which of Council's toilets are considered to be "public toilets" and how they are serviced. Further advice will be provided.

2. **Toilets** – Cr Walker has been approached for Council to take over cleaning/management of the toilets at The Rock Showground and Golf Course and asked what the possibility might be of that happening.

Response - Director of Corporate & Community Services: Will investigate and advise.

These two questions will be covered in this report as will Management Committees' responsibilities and Council's public toilets across the Shire.

##### **Management Committees**

Section 355 Management Committees are covered by Council Policy 1.11 Section 355 Committees. The policy statement details "A Section 355 Committee is a Council-approved committee of volunteers who accept the responsibility for the carrying out of a Council function or the management of a Council-owned community facility in the Shire".

A list of current Section 355 Committees established by Council is provided in the table below.

COMMITTEE	DELEGATION
Bidgeemia Hall Committee	Care, control and management of Bidgeemia Hall
Lockhart and District Historical Society	Care, control and management of the Dorothy Golder Museum.
Lockhart Recreation Ground Committee	Care, control and management of Lockhart Recreation Ground
Lockhart Showground and Racecourse Management Committee	Care, control and management of Lockhart Showground and Racecourse
Magnolia Lodge Tenancy Advisory Committee	Determine applications from prospective tenants for occupancy of the Magnolia Lodge units.
Milbrulong Hall Committee	Care, control and management of Milbrulong Hall
Osborne Recreation Ground Committee	Care, control and management of Osborne Recreation Ground
Pleasant Hills Hall Committee	Care, control and management of Pleasant Hills Hall
Pleasant Hills Recreation Ground Committee	Care, control and management of Pleasant Hills Recreation Ground
The Rock Hall Committee	Care, control and management of The Rock Hall

COMMITTEE	DELEGATION
The Rock Recreation Ground Management Committee	Care, control and management of The Rock Recreation Ground and the community meeting space and gym at the Rock Swimming Pool Amenities Building.
The Rock Showground Management Committee	Care, control and management of The Rock Showground
Tootool Recreation Reserve Committee	Care, control and management of Tootool Recreation Reserve
Tootool Roadside Rest Stop Committee	Care control and management of the Tootool Roadside and Rest Stop and associated facilities.
Tourism and Economic Development Committee	Provide advice and make recommendations to Council in relation to tourism and economic development matters.
Yerong Creek Hall Committee	Care, control and management of Yerong Creek Hall
Yerong Creek Recreation Ground Committee	Care, control and management of Yerong Creek Recreation Ground, mowing of roadsides adjacent to the Recreation Ground and maintenance of the Yerong Creek Cemetery.

All the above committees, except the Magnolia Lodge Tenancy Advisory Committee and the Tourism and Economic Development Steering Committee, have the delegated authority for the “Care, control and management of...” a specific reserve and the facilities on that reserve.

To assist the Management Committees to undertake the care, control and management of the reserves and facilities for which they have been given delegated authority, Council provides an annual budget allocation. In broad terms these funds are to enable the Management Committees to fund operating costs, repairs, maintenance and minor improvements on an ongoing basis.

There are times when the budget allocation does not cover some major repairs or improvements. Upon request Council can and has provided Management Committees with additional funding from Council’s Section 356 budget allocation. Recent examples include the Lockhart Showground and Racecourse to install a new absorption pit and The Rock Recreation Ground to upgrade the main oval.

To fund major refurbishments and/or new capital works Council and the Management Committees have generally relied on State and Federal Government grant programs.

### Public Toilets

Council has a number of public toilet facilities throughout the Shire. The locations of public toilets throughout Australia are available on the National Public Toilet Map <https://toiletmap.gov.au/>.

Public toilet locations in the Lockhart LGA are listed as:

Lockhart	CWA Park Walter Day Park Cemetery
Pleasant Hills	Park, Ryan St
The Rock	The Avenue, Urana St Coronation Park The Rock Train Station Cemetery
Tootool	Roadside Reserve
Yerong Creek	Stan Galvin Park

Council cleans all the above public toilets, except at Pleasant Hills and Tootool, which are cleaned by volunteers, and The Rock Train Station with cleaning organised by State Rail.

### Management Committees and Amenities

All the Management Committees that undertake care, control and management of community facilities on behalf of Council have toilet facilities at their location. Other than the amenities at The Rock Recreation Ground and the Lockhart Recreation Ground, all other management committees perform the cleaning and upkeep of these amenities, and most are only cleaned when they have a booking.

At the Lockhart Recreation Ground there are two toilet blocks, one male and one female, behind the preschool that are cleaned by Council on a request basis, when used by the Little Athletics and Lockhart Football Netball Club.

At The Rock Recreation Ground, under normal circumstances i.e. pre COVID-19, the toilet facilities are cleaned three times a week with the cost met by Council.

There are three locations that have the added variable of “free camping”, being Lockhart Showground and Racecourse, The Rock Recreation Ground and Yerong Creek Recreation Ground with the following arrangements in place:

- *Lockhart Showground and Racecourse:* the amenities are not available as the free camping is limited to self-contained campervans.
- *The Rock Recreation Ground:* as stated above the “free camping” amenities are currently cleaned by contractors engaged by Council, usually, three times per week. Since September 2018 free camping has resulted in approximately \$4,100 in takings from donations. Cleaning contractors were engaged in March 2018 and prior to this Council’s Parks & Gardens staff cleaned all the toilets at The Rock.

Prior to March 2017 these amenities were toilets only. At a budget workshop for Council’s 2016-17 Operational Budget a request from The Rock Recreation Ground Management Committee to upgrade the outside amenities to include showers for “free camping”, resulted in an amount of \$26,000 being allocated. Investigation of options revealed the best value for money to refurbish and include showers was \$34,200 (ex GST), so a further \$8,200 was allocated from S94 contributions.

- *Yerong Creek Recreation Ground:* the amenities are cleaned five to seven days per week, depending on the number of campers by volunteers. Since October 2018 free camping has resulted in approximately \$12,200 in takings from donations.

It is noted that over time a number of inconsistencies have developed with respect to the responsibility for cleaning of facilities at reserves being managed by Section 355 Committees. It is also noted that while some of the amenities, i.e. toilet facilities at these reserves are not lockable and therefore accessible all times, this does not necessarily make them by default “public toilets”.

Furthermore, under the current Covid-19 pandemic restrictions, for the two reserves that have amenities available for free camping, i.e. The Rock Recreation Ground and Yerong Creek Recreation Ground a COVID-19 Safety Plan is required in order to reopen. A COVID-19 Safety Plan will help create and maintain a safe environment for everyone. A COVID-19 Safety Plan for camping areas requires the following with respect to hygiene:

*“Clean frequently used indoor hard surface areas (including children’s play areas) at least daily with detergent or disinfectant. Clean frequently touched areas and surfaces several times per day. If grounds are remote with minimal staffing, then visitors should be informed to practise good hygiene and bring their own cleaning equipment.”*

### Responses

Returning to the question of “who is responsible for the cleaning of public toilets at The Rock Recreation Ground”, under the current arrangements Council is responsible for the cost of cleaning the facilities three days per week, notwithstanding that the responsibility lies with the management committees at most other reserves except for Lockhart Recreation Ground where it is undertaken by Council on an irregular, as needs, basis.

The cost of increasing the cleaning at The Rock Recreation Ground to the frequency required to enable compliance with the COVID-19 Safety Plan will exceed Council’s adopted budget and increase the



extent of the inconsistencies that already exist in the cleaning of facilities at reserves managed by Section 355 Committees.

In response to the question regarding Council taking over responsibility for cleaning/management of the toilets at The Rock Showground and Golf Course, it is noted that the Operational Plan Budget adopted at the July 2020 Council meeting, does not provide for the additional cost that would be involved and Council would need to formally resolve to allocate additional funds for this to occur.

Accepting responsibility for cleaning the facilities at The Rock Showground and Golf Course would create a further precedent which would also add to the existing inconsistencies with respect to other reserves managed by Section 355 Committees across the Shire.

Having regard to the above the following options have been identified:

*Option 1:* Maintain the status quo. This is not recommended due to the inherent inconsistencies and anomalies involved.

*Option 2:* In accordance with Policy 1.11 Section 355 Committees be deemed responsible for the care, control and management of the reserves under their delegated authority, including the cleaning of amenities. If adopted, it is recommended that this approach take effect from next financial year as the current practice is funded by the adopted budget for 2020/21.

*Option 3:* Council offer to accept responsibility for cleaning amenities at all reserves managed by Section 355 Committees for amenities that don't form part of the main building, auditorium or hall on that reserve. If this option was to be adopted for this financial year detailed costings would need to be calculated and a budget allocation provided.

Options 2 and 3 both result in a more consistent approach compared to the status quo. However, it is considered that Option 3 would be administratively inefficient for Council, as not all amenities require cleaning on a regular basis and managing local functions and events, coordinating the cleaning, determining the frequency of cleaning and engendering volunteerism are all aspects that the Section 355 Committees are better placed to manage at the local level than Council is.

#### Integrated Planning and Reporting Reference

A2 Our community services and facilities meet the needs of our communities.

D1 Infrastructure that facilitates an active community.

#### Legislative Policy & Planning Implications

Nil.

#### Budget & Financial Aspects

Cost to currently clean The Rock Recreation Ground amenities is in the range \$6,500 to \$7,300 (contingent on the frequency of third clean per week), plus consumables to fill soap dispensers, paper towel and toilet paper.

Cost to currently clean Lockhart Recreation Ground amenities for an estimated 15 weeks of Little Athletics and nine home games for Lockhart Football Netball Club is approximately \$720, plus toilet paper.

If any further costings are required regarding any cleaning at reserves managed by Section 355 Committees, a further report can be presented at a future Council meeting.

#### Attachments

Nil.

**Recommendation:** That Council adopt Option 2, to provide Council with a more consistent approach for the cleaning of amenities at reserves managed by Section 355 Committees.

**151/20 RESOLVED** on the motion of Crs Marston and Driscoll that Council adopt Option 1 and maintain the status quo.

Cr Sharp requested that his opposition to the resolution be recorded.

**2. DROUGHT COMMUNITIES PROGRAMME EXTENSION**

**(GM/G10-005)**

Executive Summary

The purpose of this report is to update Council on progress being made in relation to the projects nominated for funding under the Drought Communities Programme – Extension grant.

Report

Set out below is a progress report in relation to the projects nominated by Council, and approved by the Government, for funding under the Drought Communities Programme – Extension grant.

**Drought Support Officer** – employment of a dedicated Drought Support Officer for a fixed term. The initiative was in response to anecdotal evidence that whilst numerous forms of drought assistance are available, local farmers are either unaware of their eligibility for assistance, or the application process is proving too difficult for them. The primary purpose of this position is to support the community in all matters pertaining to drought related assistance and funding opportunities.

Bearing in mind that funded projects must be completed by 31 December 2020, at the time this project was first identified by Council at the beginning of the calendar year a 9 to 12 month appointment was envisaged. However, a recruitment process could not commence until Council's application was assessed and approved by the relevant government department and a funding agreement was signed. This did not occur until July 2020 leaving a much shorter timeframe for the position to have any impact. Since the recruitment process was undertaken a preferred candidate was chosen and offered the position but declined. A second candidate considered suitable for this unique role was subsequently offered the position but also declined.

Continuing the recruitment process will mean that even if an appointment is ultimately made, the amount of time left for the person to have a meaningful impact will be very limited, especially when taking into account the time a successful candidate will need to familiarise themselves with the various forms of drought assistance available and the Government processes involved.

It is understood that new projects cannot be funded at this stage but, subject to approval by the funding body, funds can be reallocated to one of the other approved projects.

**Yerong Creek Water Mural** – painting of a high quality, large scale mural on Yerong Creek Water Tower. An Expressions of Interest document is currently being prepared in consultation with the Yerong Creek Progress Association for the purpose of inviting proposals from artists. Consistent with previous practice it is proposed to establish a selection panel to review the expressions of interest received, comprising representatives of Lockhart Shire Council, Riverina Water as the owner of the asset, and the local community i.e. Yerong Creek Progress Association. The successful proposal will then form the basis of a development application that will have to be prepared.

The actual cost of the mural will not be known until expressions of interest have been received, and the preferred design selected. Whilst it is expected that the amount allocated will be sufficient for the painting of the mural itself, additional funds will be required for ancillary facilities to cater for visitors to the Tower e.g. off road parking area, upgrading of the lane linking the Water Tower to Stanley Galvin Park, seating etc.

These additional works will complete the project as a tourist attraction similar to the Milbrulong Water Tower, where a "Rosella Walk", seating etc. is proposed at the foot of the tower as part of the funded project, and the facilities that were already available at CWA Park where the Lockhart Water Tower mural is situated.

These additional unfunded works could be funded by reallocating 50% (\$35,000) of the funds set aside for the Drought Support Officer position however a request for a variation will have to be submitted to the funding body.

**Water Supply Extension** – extend the reticulated water supply by up to 10.8 kilometres along Vincents Road and Bidgeemia Road to drought proof up to 21 properties not currently serviced by town water. The works will be undertaken by the regional water authority, Riverina Water. Formal correspondence has been exchanged with Riverina Water to enable the works to proceed. Riverina Water is also arranging for written notice to be forwarded to affected landowners at the appropriate time with relevant information noting that the extension is being funded by grant funding secured by Lockhart Shire Council.

**Footpaths and disabled access** – construct and enhance footpaths and disability access in Lockhart and The Rock. The work has been programmed with commencement subject to weather conditions. The scope of works for this project could easily be revised to undertake additional works using the other 50% of the funds set aside for the Drought Support Officer.

**Electronic scoreboards** – purchase and commissioning of electronic scoreboards at the Lockhart, Osborne and The Rock Recreation Grounds. The quotation obtained for the purposes of preparing the initial grant application is being updated.

**Second oval at The Rock Recreation Reserve** – Specifications are currently being finalised for the second oval and relocated Pony Club horse dressage area and quotes being obtained. A surveyor has been engaged to peg the western boundary. The existing boundary fence is not on the correct alignment and an accurate survey of the boundary will free up land necessary to ensure the dressage area and second oval can both be accommodated.

**Adverse Event Plan** – It is a condition of the grant funding that councils must prepare an Adverse Event Plan if they do not already have one. The Adverse Event Plan must give consideration to natural resource management, economic diversification and community resilience, and communication and coordination.

Whilst part of the grant funding could be used for this purpose, an Adverse Event Plan has been prepared in-house without utilising the grant so that all the available grant funding can be applied to Council's nominated projects. The Plan has been prepared with reference to existing documents including the Local Emergency Management Plan and Community Strategic Plan.

#### Integrated Planning and Reporting Reference

- A2 Ensure that Lockhart Shire is well prepared to respond to adversity.
- A2 Provide and advocate for services that respond to the needs of our community.
- B1 Improve services and infrastructure that supports our rural business.
- B1 Provide business support to our community.

#### Legislative Policy & Planning Implications

Nil.

#### Budget & Financial Aspects

Co-funding is not mandatory for any projects nominated for funding under the Drought Communities Programme Extension however applicants must ensure they have adequate funds to meet the costs of any ineligible expenditure associated with the project.

#### Attachments

Nil.

**Recommendation:** That Council:

- 1) Nominate a representative to participate on the selection panel to review expressions of interest received for the Yerong Creek Water Tower Project; and

- 2) Submit a request to the Australian Government for a variation to the Funding Agreement to reallocate the funding from the Drought Support Officer Project to the Yerong Creek Water Tower Mural Project and the Lockhart and The Rock Footpaths and Disabled Access Project.

**152/20 RESOLVED** on the motion of Crs Verdon and Sharp that Council:

- 1) Nominate a representative to participate on the selection panel to review expressions of interest received for the Yerong Creek Water Tower Project; and
- 2) Submit a request to the Australian Government for a variation to the Funding Agreement to reallocate the funding from the Drought Support Officer Project to the Yerong Creek Water Tower Mural Project and the Lockhart and The Rock Footpaths and Disabled Access Project.

Cr Walker was nominated as Council's representative on the selection panel for the Yerong Creek Water Tower Mural Project and Cr Walker accepted the nomination.

  
\_\_\_\_\_  
CHAIRPERSON

**STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy**

Nil.

**STRATEGIC DIRECTION C: An Environment that is Respected and Protected**

Nil.

## **STRATEGIC DIRECTION D: Infrastructure for the Long-Term Needs of the Community**

### **3. ENGINEERING AND ENVIRONMENTAL SERVICES REPORT**

(DEES/T10-005)

#### Executive Summary

Monthly report on engineering and environmental services matters.

#### Background Information

a) **Works:**

*Urana Road (MR 59):* Approximately 10.7 kilometres of Urana road shoulder widening works is completed to date. Council also completed the table drains, batters, sealing and linemarking. Council is currently supplying glass to stockpile site and extending culverts.

*Western Road (R2R):* 3.7km of Western Road sealing has been completed. Widening of an additional 1km of shoulders is programmed for 2020-21.

*The Rock Mangoplah Road:* Council completed 1.2km of shoulder widening. Widening of an additional 1km of shoulders is programmed for 2020-21.

*Wattles Lane:* Council engaged a contractor to complete the survey and design for this project.

*HVSP culvert upgrades:* Culverts are installed at Flood Detour Road and Grubben Road. Culverts are delivered to site at Lockhart-The Rock Road and The Rock Bullenbong Road. Installation of culverts on Lockhart The Rock Road and The Rock Bullenbong Road is programmed to start in early September (completion at end of October).

*Grading of unsealed roads:* Council is continuing grading in accordance its 12-month programme and recently completed grading on Edwards Lane, Hendersons Road, Kingston Lane, Maffra Lane, Vennells Lane, Iletts Lane and Ryan Stock Route.

*Resheeting:* Council completed works on Curries Lane, McGeachies Lane and Mittagong Yerong Creek Road.

An updated 12-month programme will be presented at the meeting.

b) **Major Projects:**

*Flood Mitigation Construction – The Rock:* Council submitted a revised grant application for Stage 2 flood mitigation works at The Rock, being the drainage works along Nicholas, Yerong and Urana Streets.

c) **Road Safety:**

*Road Safety Audits:* Continuing with the safety audit of roads within the Shire. The audit will form the basis of Council's Strategic Road Safety Plan and will be used for grant applications in the future.

*Road Safety Strategy:* Drafting a Road Safety Strategy that will underpin the annual Road Safety Action Plan from 2021.

*Crash Data:* Analysing the latest available 5-year crash data to support future infrastructure and behavioural projects.

*Road Safety Projects:* Assessing crash data for Safer Roads grant submissions. 2021/22 Road Safety Projects are approved by TfNSW, however 2020 Lockhart Picnic Races has been cancelled, therefore breath testing and drink driving presentations will not be undertaken.

*School bus parking on King Street, The Rock:* Request to move sign and widen school bus parking on King Street, The Rock completed.

*Yerong Street and Braithwaite Lane Intersection:* Recommendations for Yerong Street and Braithwaite Lane Intersection completed.

*Look Out Before You Step Out:* Decals were ordered to replace faded and damaged decals in the main street.

*Lockhart The Rock Road and Albury Road intersection:* Undertook a road safety assessment at the intersection of Lockhart – The Rock Road and Albury Road. Report to be finalised.

d) **Traffic Committee:**

Nil.

e) **Lockhart Local Emergency Management Committee:**

The LEMO participates in as many REMC and Riverina Murray (East) REMO-LEMC COVID-19 video conferences as possible. The Riverina Murray (East) REMO-LEMC video conference includes the LEMCs of Albury City, Bland, Coolamon & Junee, Greater Hume, Leeton, Lockhart, Narrandera, Temora and Wagga Wagga councils.

The next LEMC meeting is scheduled for 16 October 2020.

f) **Fleet:**

Obtaining quotes and issued tender for plant replacement in accordance with the adopted 2020/21 budget.

g) **Biosecurity and Environment:**

*Weeds:* Inspections were carried out on residential, rural, and commercial properties, which were selected due a change in ownership or to assess the effectiveness of applied control methods. The weeds most found were Bridal creeper (*Asparagus asparagoides*), Horehound (*Marrubium vulgare*), Prickly pear (*Opuntia sp.*), and Privet (*Ligustrum sp.*).

No. 1 <sup>st</sup> Inspections	No. Re-inspections required	No. 2 <sup>nd</sup> Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No. 3 <sup>rd</sup> Inspections	No. 4 <sup>th</sup> Inspections
4	2	0	0	0	1	0

*Control Program:* Priority was given to the control of Bridal creeper (*Asparagus asparagoides*) and Horehound (*Marrubium vulgare*) on roadside reserves.

*Common White Snail Baiting Program:* Snail baiting application occurred on Fairview Lane on 15 July.

*Riverina Weeds Action Program:* The end of year reporting for the Weeds Action Program (WAP) for 2015-2020 was completed in July. For the financial year of 2019-2020, all targets were achieved, and the expenditure was slightly over budget, due to a surplus from the 2018-2019 year, that was required to be expended. No new incursions were experienced in the Shire which is encouraging.

Over the life of the project \$537,693.72 was spent to complete priority weeds targets. These targets included:

- Reduction of established incursions, the promotion of the use of hygienic practices through the vehicle hygiene protocol and, implementation and promotion of the red guidepost initiative.
- Implementation of the regional inspection program by incorporating the high-risk management plan, particularly for the inspection of high risk pathways and sites on both land and waterways.
- Assessment of the weed management operational plan, and management of invasive weeds on land and waterways, on public land.

- Effective management of invasive weeds on private land through implementation of a targeted inspection program and, providing landholders with technical advice and support on weed management.
- Implementation of the regional communication strategy through distribution of weed identification and weed control management resources.
- Education and training.

Council staff remain committed to ensuring environmental health and protection through enforcement of the NSW Biosecurity legislation, reinforced by annual funding committed through Council's operating budget.

h) **Parks and Gardens:**

*Lockhart Pool:* Stones and logs are being used to retain softfall, create a break between the lawns and playground, and add a 'nature play' element. These components were added last year before the pool opened and were very well received. Due to time constraints the finishing touches and planting was not completed, those features are now being achieved in preparation for this season.

*Parks and Gardens:* Winter pruning and fertilizing of roses has been conducted. Irrigation systems have been reduced or turned off. Some maintenance is scheduled to be carried out before spring growth commences. Routine garden maintenance is being conducted including regular weeding, spraying, pruning, and mulching.

*Mowing and Slashing:* The winter mowing schedule is continuing in urban areas, where accessible, after the regular rain has left many areas waterlogged. Growth of irrigated lawns has slowed significantly. Mowing is scheduled as required.

*Weed Control:* Regular spraying and weeding of winter weeds will continue in urban areas. Spraying lawns for broadleaf weeds, especially clover, is also conducted.

*Trees:* The watering of street trees was reduced due to recent rain and cooler temperatures. Many of the trees are now dormant. Pruning of street trees and lanes is nearing completion in Lockhart and The Rock.

*Sculpture Trail:* The concrete crew has just completed an artistic challenge to recreate the wool bales of the Showground gates to place Lockhart Community Bank's purchase of the Shears sculpture from the Spirit of the Land Festival. The Shears and bales compliment the gates and the new signage well. The Showground committee are planning to repaint the gates and will paint these new bales to match.

*Urana St, Lockhart:* The beautification of a section of naturestrip on the eastern side of Urana Street including the excavation of the nature strip between the footpath and the kerb, installation of crushed granite, boxing out tree sites, planting and mulching new trees are partially completed. The project will be completed when ordered trees are received.

i) **Development Applications:** The following development applications were approved, with conditions, from 1 July 2020 to 31 July 2020.

DA No	Development	Applicant	Site of Development
DA1/21	Internal works to existing commercial premises.	TR & KA McLean	124 Green St, Lockhart
DA2/21	Subdivision of land	S Hounsell	5 Bond St, Lockhart
DA3/21	Installation of new front fence	G & M Harper	7 Matthews St, Lockhart
DA4/21	Inground swimming pool & retaining wall	T Simmonds, I & M Pools	577 Spurrells Rd, Pleasant Hills



Legislative Policy and Planning Implications

Applications are processed under the provisions of the *Environmental Planning & Assessment Act 1979*.

Weed inspections and associated activities are carried out in accordance the *Biosecurity Act 2015* and associated regulations.

Integrated Planning and Reporting Reference

C2 Flora and Fauna are protected across the Shire.

D1 Our assets and infrastructure are well planned and managed to meet the needs of the community now and into the future.

D2 Our Planning and development controls work to attract new residents and investment.

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

- Works Programme (to be handed out separately at the meeting).

**Recommendation:** That the information provided in the Engineering & Environmental Services report be noted.

<b>153/20 RESOLVED</b> on the motion of Crs Marston and Sharp that the information in the Engineering & Environmental Services report be noted.
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**4. VARIATION TO DEVELOPMENT CONTROL PLAN DA7/21**

**(DEES/P25-010)**

Executive Summary

Council have received an application for development involving the construction of a new colorbond shed at 52 Nicholas Street, The Rock NSW. The proposed development is not consistent with the Lockhart Development Control Plan 2016 and therefore presented for Council's consideration.

Background Information

To ensure that development positively responds to the character of the Shire's village areas, the Lockhart Shire Development Control Plan 2016 (DCP) sets in place development restrictions on development in residential and village areas, including building heights. Noting this, Council has received a development application for a new detached shed at a residential allotment within The Rock village.

As part of this application, the developer proposes a shed wall height of 4.2 metres to the gutter (1.0 metre higher than what the DCP permits), with an overall shed height of 5.81 metres exceeding the 4.5 metre restriction of the DCP by 1.31 metres. The applicant owns an electrical business and requires extra storage for his plant and equipment, such as his work vehicle and trailer, scaffolding and other items. A written statement from the applicant confirms that the shed will not be used as a workshop. The increased shed height will allow for the construction of a mezzanine floor inside the shed. The shed is proposed to be set back in the rear yard, 3.0 metres from the rear access lane and 1.0 metre from the eastern boundary.

In determining this request Council needs to consider several variables which may influence the development.

**Streetscape**

The site of development is a large residential allotment on the north western fringe of the RU5 village zoning. The proposed shed is to be located in the rear yard. The land is also serviced by rear lane access, to which the applicant intends to make full use by providing vehicular access into the proposed building. Ample screening from street trees and established gardens is provided to soften the impact of the shed.

### **Precedence**

There are no sheds within the immediate vicinity of the dwelling house that have been approved for construction beyond the building height restrictions of the DCP.

### **Objectives of the control requirements**

Despite the much taller walls, the proposed shed maintains a low-pitched roof design, and measures 1.31 metres higher than what the DCP permits overall. The building will be of a low-reflective, pre-finished material which is consistent with the design in the locality. Once, constructed, noise issues are unlikely as the building is for storage, and existing services remain unaffected.

Aside from the building height restriction, a comprehensive assessment of the development application has not revealed any other issues that may appear problematic with respect to the natural or built environments. The notification period for submissions from adjoining property owners closes on 13 August 2020.

### Integrated Planning and Reporting Reference

D2 Our planning and development controls work to attract new residents and investment.

### Legislative Policy and Planning Implications

The development as proposed requires a variation to Council's Development Control Plan 2016.

In accordance with Sec 4.15 of the *Environmental Planning and Assessment Act 1979*, Council is to consider, as with all development applications, the likely impacts of that development, and the suitability of the site for the development.

### Budget and Financial Aspects

Nil.

### Attachment

- Elevation and site plans
- Application for variation from applicant

**Recommendation:** that Council grants consent for a variation to the Lockhart DCP, provided there are no opposing submissions, thereby permitting an increased building height for a proposed new shed at 52 Nicholas Street, The Rock.

It was clarified that the correct street address for the subject property is 15 King Street, The Rock.

<b>154/20 RESOLVED</b> on the motion of Crs Verdon and Driscoll that Council grants consent for a variation to the Lockhart DCP, provided there are no opposing submissions, thereby permitting an increased building height for a proposed new shed at 15 King Street, The Rock.
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## **5. HIRE (WET) PLANT AND EQUIPMENT**

**(DEES/T20-010)**

### Executive Summary

The purpose of this report is for Council to approve a list of contractors for the hire (wet) of plant and equipment.

### Background Information

Every year Council invites quotes from suitably qualified contractors for the hire (wet) of plant and equipment.

A request for quotations for the hire (wet) of plant and equipment for the 2020-21 financial year was advertised in May 2020. The request for quotations closed on Monday 1 June 2020.

Council at its Ordinary Meeting held on 15 June 2020 approved seven (7) of the quotes received for the hire (wet) of plant and equipment for the 2020-21 financial year. Additional quotes to those already

approved by Council have now been assessed and the following contractors are deemed suitable for the hire (wet) of plant and equipment for the 2020-21 financial year.

Contractors are required to have a Work, Health and Safety system in place and hold the required insurances (public liability, workers compensation). Where contractors do not have their own WH&S system, they can operate under Council's WH&S system. However, all contractors would be encouraged to have their own WH&S systems in place.

Contractor	ABN	WH&S System	Schedule of Plant	Public Liability Insurance	Personal Accident Insurance
Rollers Australia	√	√	√	√	√
Chaplins Excavator Hire	√	√	√	√	√
Burgess Earthmoving Pty Ltd	√	√	√	√	√

The criteria used for assessing and selecting plant for hire include:

- a) Compliance with WHS Regulations.
- b) Quoted hire rate.
- c) Capacity to undertake the works.
- d) Condition and age of plant and/or equipment.
- e) Plant and operator performance/competencies.
- f) Proximity and availability.
- g) Service and support.
- h) Local preference.

Based on the above assessment the lowest price (rates) may not be necessarily accepted. Appointment of a contractor will depend on the availability of plant and equipment required for a specific period as well as the above criteria. Once hired a daily equipment hire order including a safety check must be completed.

#### Legislative Policy and Planning Implications

Section 55 of the *Local Government Act 1993* and the Local Government (General) Regulation 2005 (Part 7 – Tendering) provides that works exceeding \$250,000 must be awarded by Council by way of public tender.

#### Integrated Planning and Reporting Reference

D1 Our assets and infrastructure are well planned and managed to meet the needs of the community now and into the future.

#### Budget and Financial Aspects

Council's auditors advised that 'Management should review expenditure on an annual basis to identify goods or services where expenditure regularly exceeds \$250,000 annually and assess whether these should be subject to a competitive tender process. A review of expenditure in 2019-2020 indicates that Council has spent more than \$250,000 on some contractors for plant and equipment hire. Irrespective whether the expenditure is spread over several projects it is proposed that Council approves the contractors for the hire (wet) of plant and equipment for the 2020-21 financial year to satisfy the recommendation by Council's auditors.

#### Attachment

Nil.

**Recommendation:** That Council approves the following contractors for the hire (wet) of plant and equipment for the 2020-21 financial year:

1. Rollers Australia

2. Chaplins Excavator Hire
3. Burgess Earthmoving Pty Ltd.

**155/20 RESOLVED** on the motion of Crs Day and Marston that Council approves the following contractors for the hire (wet) of plant and equipment for the 2020-21 financial year:

1. Rollers Australia
2. Chaplins Excavator Hire
3. Burgess Earthmoving Pty Ltd.

**6. DEVELOPMENT CONTRIBUTIONS PLAN 2020 FOR THE COUNCIL OF LOCKHART SHIRE  
(DEES/P25-015)**

Executive Summary

The provisions of Section 7.12 of the *Environmental Planning and Assessment Act 1979* ('the Act') enables Council to charge a levy to developers as a means of funding improvements to local infrastructure and services. This new Plan replaces the existing Plan, which was adopted by Council in June 2015.

Report

The provisions of Section 7.12 of the Environmental Planning and Assessment Act 1979 ('the Act') enables Council to charge a levy to developers as a means for funding improvements to local infrastructure and services.

Section 7.12 (formerly s94) of the Act has traditionally been the principal method enabling Councils to levy contributions for public amenities and services required because of development. This may be the provision of new facilities for a new area or may be the expansion of existing facilities where a developed area is growing.

Section 7.12 contributions are imposed by way of a condition of development consent or complying development, and can be satisfied by:

- dedication of land,
- a monetary contribution,
- material public benefit, or
- a combination of some or all the above.

In accordance with the Act and associated Regulations, Council is required to make of a Development Contributions Plan to impose the conditions for payment of levies, and to what infrastructure the levies will contribute. The making of a Contributions Plan places a financial obligation on Council to deliver the public amenities and public services that it has identified and for which development contributions are then sought.

The new Plan replaces the 2015 version which, over its life, has levied contributions to the value of \$403,574 on developers. Funds derived from the plan have contributed towards the new pools at Lockhart and The Rock, and the toilets in Walter Day Park in Lockhart.

Council at its meeting held on 15 June 2020 resolved that the draft Section 7.12 Development Contributions Plan 2020 be placed on exhibition seeking public comment for 28 days, after which it will be further considered.

The 28 day exhibition period has now expired and there were no comments received from the public.

Integrated Planning & Reporting Reference

D3.1 Develop infrastructure that supports growth within our community.

Legislative Policy and Planning Implications

The s7.12 Contributions Plan has been developed in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and Regulations 2000.

The Plan applies to all the land within the Shire, however, does not apply to developments carried out on land to which a contribution has already been paid (under the former Plan, for instance).

Budget and Financial Aspects

Levies will continue to be collected by Council's Environmental Services Department upon the issue of Part 4A Certificates, and once received, are administered by the Council's Director Corporate and Community Services.

While the legislation allows levies to be pooled, any expenditure must be in accordance with the works program outlined in PART A of the Plan. Variations to the works program are required to be reapproved by the Council in accordance with the prescribed Regulations.

Attachment

- Section 7.12 Development Contributions Plan for the Council of Lockhart Shire 2020 – supplied under separate cover.

**Recommendation:** That Council adopts the Section 7.12 Development Contributions Plan 2020 for Lockhart Shire Council.

<b>156/20</b> <b>RESOLVED</b> on the motion of Crs Verdon and Day that Council adopts the Section 7.12 Development Contributions Plan 2020 for Lockhart Shire Council.
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## **STRATEGIC DIRECTION E: Strong Leadership and Governance**

### 7. INVESTMENT AND BANK BALANCES REPORT – JULY 2020

(DCCS/F10-010)

#### Executive Summary

The purpose of this report is to inform Council of the funds that have been invested and bank account balances.

#### Report

It is required under Clause 212 of the Local Government (General) Regulation 2005 and Section 625 of the Local Government Act 1993 to provide the Council with a written report each month detailing all money that Council has invested.

#### Cash at Bank

<b>Opening Combined Cashbook Balance</b>		1,239,527.92
Add: Total Receipts		
	Rates	57,936.72
	Debtors	29,378.37
	Miscellaneous	43,181.43
	Interest	8,173.36
	Macquarie Bank	200,000.00
	Sale of 55 Scott Street	34,486.14
	RMS - RRRP	21,374.00
	Transport for NSW	4,400.00
		398,930.02
Less: Total Payments		1,262,159.47
	New Investments 1490-3015-0001	0.00
<b>Closing Combined Cashbook Balance</b>		<b>376,298.47</b>
<b>Closing Bank Statement Balance</b>		
	Bendigo Bank	314,842.64
	Macquarie Bank	19,700.89
	Bendigo Bank-Prichard Trust	31,636.04
		366,179.57
Add: Outstanding Deposits		12,204.56
		378,384.13
Less: Outstanding Cheques		2,085.66
<b>Closing Combined Cashbook Balance</b>		<b>376,298.47</b>

Investments:	Interest Rate per Annum	Amount Invested	% of Total
NAB	0.82	500,000.00	7.81
BENDIGO	0.45	500,000.00	7.81
BENDIGO	0.85	500,000.00	7.81
CBT	0.61	500,000.00	7.81
AMP RIM	1.30	500,000.00	7.81
NAB	0.95	500,000.00	7.81
NAB	0.95	500,000.00	7.81
CBT	0.62	250,000.00	3.91
AMP/RIM	1.30	500,000.00	7.81
AMP RIM	0.95	250,000.00	3.91
Bendigo	0.75	400,000.00	6.25
CBT	0.62	500,000.00	7.81
bendigo	at call	50,000.00	0.78
Bendgio	at Call	50,000.00	0.78
T Corp	at call	900,000.00	14.06
		6,400,000.00	100.00
<b>FUND</b>		<b>AMOUNT</b>	
General (PTD)	1490-3000-0000		-1,875,619.97
Combined Sewerage	8490-3000-0000		2,220,282.40
Trust Fund	9991-3000-0000		31,636.04
		<b>376,298.47</b>	<b>376,298.47</b>
<b>TOTAL FUNDS HELD ARE:</b>		<b>6,776,298.47</b>	

#### Integrated Planning and Reporting Reference

E1 Council is strong, sustainable and able to stand alone.

Plan for the long-term sustainability of the Shire.

Meet all governance and regulatory requirements in the conduct of Council operations.

  
 CHAIRPERSON

Legislative Policy and Planning Implications

- Local Government Act 1993 Section 625 Investments.
- Local Government (General) Regulation Clause 212.

Budget and Financial Aspects

Council's 2020/21 Operational Budget has forecast a total of \$57,000 income from interest on investments, being split between General Fund of \$53,000 and Sewer Fund of \$4,000. For the month of July 2020, the average end of month balance of funds invested has been \$6.4 million and the average return on invested funds has been 0.85%. On these year to date figures, Council's budgeted income on investments will be slightly under budget for the General Fund and Sewer Fund. This will be monitored and if required adjusted at the 1st Quarterly Budget Review.

Responsible Accounting Officer Statement

I, Craig Fletcher, hereby certify that all investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of Local Government (General) Regulation and Council's Investment Policy. The Internal and External Reserve amounts and Unrestricted Funds are estimate valued only, they are subject to change and review in part with the audit of Council's Financial Statements and each Quarterly Budget Review.

**Recommendation:**

- a) That the July 2020 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

**157/20 RESOLVED** on the motion of Crs Sharp and Walker:

- a) That the July 2020 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

**8. UNSPENT EXPENDITURE TO BE REVOTED TO THE 2020/2021 BUDGET (DCCS/F10-010)**

Executive Summary

Council is presented with a list of budgeted items from previous years' budgets that are to be Revoted to the 2020-2021 Operational Budget.

Report

These are budget items and amounts that have been in a previous Operational Plans and/or by Council resolutions that have not incurred any expenditure as at year end, 30 June 2020, which need to be revoted/carried forward to the current year Operational Plan Budget.

Budget items are:

- Administration Office Development	2018/19	\$50,000
- Administration Office Development	2019/20	\$80,000
<b>Capital Expenditure to be Revoted to 2020-2021</b>		<b>\$130,000</b>

Integrated Planning and Reporting Reference

- E1 Council is strong, sustainable and able to stand alone.  
Plan for the long-term sustainability of the Shire.  
Meet all governance and regulatory requirements in the conduct of Council operations.

Legislative Policy & Planning Implications

As per Integrated Planning and Reporting Guidelines.

Budget & Financial Aspects

Revotes and carried forwards to be funded from Internal Reserves.

Attachments

Nil.

**Recommendation:** That

- a) the information be noted; and
- b) the list of items contained in the Report be revoked in the 2020/2021 Operational Plan Budget.

**158/20 RESOLVED** on the motion of Crs Marston and Walker that:

- a) the information be noted; and
- b) the list of items contained in the Report be revoked in the 2020/2021 Operational Plan Budget.

**9. MEMBERSHIP OF REGIONAL ORGANISATIONS**

**(GM/R30-005 & R30-025)**

Executive Summary

Council is currently a member of the Riverina Eastern Regional Organisation of Councils (REROC) and the Riverina Joint Organisation (RIVJO). In April 2019 Council resolved to maintain membership of both organisations pending an independent review of the operations of REROC and RIVJO. That independent review has now been completed and considered by the REROC and RIVJO Boards.

Report

Lockhart Shire Council has been a long-standing member of REROC. In December 2017 the Local Government Act was amended to provide a legislative framework for the formation of Joint Organisations of councils (JOs). Pursuant to a resolution passed on 5 February 2018 Lockhart Shire Council is now a member of the Riverina JO (RIVJO) with seven other local councils.

The RIVJO member councils initially took a cautious approach to the transition from REROC to the JO whereby REROC would continue to operate, and after a period of eighteen months (i.e. by 30 June 2020), an independent review of the operations of REROC and RIVJO would be carried out.

The cautious approach was adopted due to concerns regarding the cost of operating JOs. All JOs across the State have repeatedly expressed concern regarding their financial viability.

Whilst at that time no council appeared to support the continuation of both regional organisations in the longer term, the reasons for retaining REROC as a “back stop” were based on concerns regarding the cost of operating RIVJO compared to REROC. JOs are constituted under the Local Government Act and have many of the governance requirements (and costs) that apply to individual councils whereas REROC is an incorporated body registered under the Associations Incorporation Act.

The independent review commissioned by REROC and RIVJO into the operation of both organisations has since been completed and the independent report, along with the recommendations of the REROC and RIVJO Boards were tabled at the May 2020 Council meeting. Council adopted the recommendations and resolved that:

1. *“Council provides in-principle support for the way forward determined in relation to the creation of a new regional organisation under the structure of a company limited by guarantee.*
2. *A final decision on Council’s participation in the new regional organisation be determined once the funding arrangements for the COVID-19 Local Government Stimulus package have been resolved.”*

Part 2 of the resolution was passed because in the meantime the NSW Government released its COVID-19 Local Government Stimulus Package. Information released by the Office of Local Government (OLG) in relation to the Stimulus Package stated that *“councils that are members of a JO will need to work with member councils to continue to fund their JO for a period of two years as a condition of funding.”*



As part of the Stimulus Package the NSW Government will fully fund the \$32.76 million increase in the emergency services levy (ESL) for all NSW councils for 2020-21. The amount of the increase relating specifically to Lockhart Shire Council is \$88,404. In view of the significant financial implications for Council if it was not able to access the Stimulus Package, Council at its June 2020 meeting resolved that:

*“Council sign and return the Local Government Economic Stimulus Package Funding Agreement noting that a condition of the Agreement is that Council continue to support the operations of the Riverina JO for a period of two years.”*

Council's 2020/21 Budget incorporates the membership fee for both REROC and RIVJO however it was anticipated that during the course of the financial year member councils would be able to transition to the preferred form of single regional organisation i.e. a company limited by guarantee.

However, due to Lockhart and other member councils committing to the JO for a period of two years so as to be able to access the Stimulus Package, it is clear now that this is no longer achievable within the 12 month time frame.

In the circumstances the REROC Board resolved to seek the endorsement of member councils to maintain REROC's current structure for a period of two years including the provision of ongoing funding for the Organisation. A copy of the REROC's Chairman's letter seeking that endorsement is attached.

#### Integrated Planning and Reporting Reference

E1 Implement "Fit For The Future" improvement action plans, i.e. continue involvement with REROC/JO.

#### Legislative Policy & Planning Implications

A legislative framework for the formation of JOs was established with the passing of the Local Government Amendment (Regional Joint Organisations) Act 2017. REROC is an incorporated body pursuant to the Associations Incorporation Act.

#### Budget & Financial Aspects

The 2020/21 Budget has made provision for both the REROC and RIVJO Membership fee. Therefore, there will be no budgetary impact this financial year if Council accedes to the request of the REROC Board to maintain REROC's current structure for a period of two years including the provision of ongoing funding for the Organisation. The 2021/22 Budget will be subject to the usual legislative process including public exhibition of a Draft Annual Operational Plan prior to formal adoption.

#### Attachments

- Letter from the Chair of REROC dated 8 July 2020.

**Recommendation:** That Council endorse the REROC Board's request to maintain REROC's current structure for a period of two years including the provision of ongoing funding for the Organisation.

Moved by Cr Sharp and seconded by Cr Day that Council endorse the RERO Board's request to maintain REROC's current structure for a period of two years including the provision of ongoing funding for the Organisation.

**159/20** MOVED as an amendment by Cr Verdon and seconded by Cr Driscoll that consideration of this matter be deferred until the September 2020 Council meeting.

On being put to the vote the amendment was carried, became the motion and was again CARRIED.

10. FORTHCOMING CONFERENCES

(GM/S20-005)

Executive Summary

Council is required to determine its voting delegate and other attendees to the Annual Conference of Local Government NSW (LGNSW). Council also has an opportunity to nominate delegates to the Australian Local Government Association's (ALGA) National Local Roads and Transport Congress which this year is being held in Wagga Wagga.

LGNSW Annual Conference

LGNSW is the peak industry body representing NSW councils. It is also the registered employer organisation representing NSW councils in industrial matters and in award negotiations with the relevant unions.

The LGNSW Annual Conference is the annual policy-making event for all councils of NSW. Councils are provided with the opportunity to submit motions for consideration and debate by delegates. Motions passed at the Conference become Resolutions, which LGNSW takes forward on behalf of councils as part of the sector's advocacy agenda.

This year the Annual Conference will be held from Sunday 22 November to Tuesday 24 November 2020. The Conference will still be hosted by Cessnock Council at the Crowne Plaza Hunter Valley.

LGNSW advises that the Conference will be following the government guidelines on safe events and social distancing, noting that this can change in the future. It will be following hygiene practices by cleaning surfaces, arranging seating, overseeing food preparation and transport, as well as medical assistance as required.

Historically the Mayor has attended the Conference as the Council's voting delegate along with the General Manager. However, Council, at its meeting held on 15 April 2019, adopted a Councillors Professional Development Program which included, amongst other things, provision for one other councillor to attend the LGNSW Annual Conference each year in addition to the Mayor.

Member councils are invited to put forward motions by 28 September 2020 to be considered at the Conference. LGNSW advises that proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. When submitting motions, councils are encouraged to familiarise themselves with the existing principles and positions of LGNSW on issues of importance to the sector, as councils will be asked to identify if their motion is seeking a change to LGNSW's existing Policy Position.

A draft Conference Programme is attached. The full Conference Business Paper containing the motions that have been submitted for consideration will be available on the LGNSW website two weeks prior to the Conference.

Set out below is a summary of the key dates leading up to the Conference:

17 July	Online registration opens for Conference attendees.
28 September	Deadline for submitting motions for inclusion in the Conference Business Paper.
3 November	Deadline for councils to provide names of voting delegates

ALGA National Local Roads and Transport Congress

Due to the widespread impacts of the drought, devastating bushfires and the Covid-19 pandemic, ALGA was forced to cancel its Annual National General Assembly for Local Government this year. ALGA has since advised that with few opportunities left in 2020 for the Local Government sector to connect on a national level, ALGA has expanded its Annual National Local Roads and Transport Congress to encompass the issues of natural disaster impacts, recovery and resilience, and the coronavirus pandemic.

The Congress will be held in Wagga Wagga on 16 to 18 November 2020.

Traditionally Council has not attended the ALGA National General Assembly for Local Government held in Canberra each year, or ALGA's National Local Roads and Transport Congress. However, as this year's National Local Roads and Transport Congress is being held in Wagga Wagga, an opportunity exists for Council to be represented at the Congress without incurring the usual travel and accommodation costs.

A copy of the programme for the Congress is attached.

#### Integrated Planning and Reporting Reference

- E3 Advocate for the appropriate representation of the needs of the Lockhart Shire community at a state and regional level.
- E3 Continue to lead and advocate on key social and community issues.
- E3 Ensure Council staff and Councillors participate regularly in professional development to support high quality customer service and professional skills.

#### Legislative Policy & Planning Implications

The LGNSW Annual Conference is the annual policy-making event for all NSW councils. ALGA is a federation of state and territory local government associations including LGNSW and represents the local government sector at a national level.

#### Budget & Financial Aspects

The LGNSW Annual Conference costs are provided for in the 2020/21 Budget, except for any partner costs not covered by Council's policy, which will be on-charged, if applicable.

The registration fee for the National Local Roads and Transport Congress is \$989 and includes attendance at all conference sessions, one ticket to the Welcome Reception and Exhibition Opening, morning tea, lunch and afternoon tea as per the conference program and Conference satchel and materials. The 2020/21 Budget includes separate allocations for Councillors Training and Councillors Delegates Expenses.

#### Attachment

- LGNSW Annual Conference Programme – under separate cover.
- ALGA National Local Roads and Transport Congress Programme – under separate cover.

**Recommendation:** That Council:

1. Appoint the Mayor as its voting delegate at the 2020 LGNSW Annual Conference; and
2. Nominate one other Councillor to attend the Annual Conference together with the Mayor and the General Manager.
3. Nominate any delegates to attend the ALGA National Local Roads and Transport Congress.

**160/20 RESOLVED** on the motion of Crs Verdon and Walker that Council:

1. Defer the decision on a voting delegate for the 2020 LGNSW Annual Conference to the October Ordinary Meeting; and
2. Nominate the Director of Engineering and Environmental Services to attend the ALGA National Local Roads and Transport Congress.

## 11. REVIEW OF TECHNICAL POLICIES

(DEES/C70-025)

### Executive Summary

A number of policies are due to be reviewed in accordance with the three-year cycle referred to in Policy No. 1.0 Policies – Procedure for Consideration and Adoption.

## Report

At its meeting held on 16 March 2020, Council endorsed “Policy No. 1.0 Policies – Procedure for Consideration and Adoption” which set out a process for the systematic review of Council policies and the development of new policies.

Policy 1.0 Policies – Procedure for Consideration and Adoption provides that:

In order to ensure that policies remain relevant a program of ongoing review of policies not later than every three years will be developed and maintained.

Individual policies will be reviewed and amended in advance of the scheduled review date when circumstances warrant. This may be prompted by factors such as a change in legislation, a change in government policy or as a result of a need identified by the Council, management and staff or internal and external audit activities.

The policies due for review and the proposed changes are summarised in the table below.

Policy	Proposed Changes
2.10 Authority to Undertake Enforcement Actions	Authorised officers updated to reflect name and position title changes.
2.17 Local Roads Classification & Maintenance	Typographical, grammar and updated names.
2.18 Private Pipes Under Roadways	Typographical, grammar and updated names.
2.20 Street Trees and Building Controls	Included in 2.44 Street Tree Policy.
2.22 Private Works	Typographical, grammar and updated names. Deleted letter included in (d) – use form
2.23 Riverina Noxious Weed Inspection Policy	Combined with Policy 2.24 Weed Management due to legislative change
2.24 Noxious Weeds Control	Combined with Policy 2.24 Weed Management due to legislative change
2.25 Bush Fire Operations	Typographical, grammar and updated names. Include DEES as authority.
2.26 Signs as Remote Supervision	Typographical, grammar and updated names.
2.27 Constructed Footpath Risk Management	Typographical, grammar and updated names.
2.29 Equipment Hire in Emergency Situations	Include DEES as authority.
2.30 Dust Suppression	Typographical, grammar and updated names.
2.40 Liquid Trade Waste	Typographical, grammar and updated names.
2.41 Rapid Response Plan for Noxious Weed Incursions	Policy includes mainly procedure and it is proposed to rescind the policy.
2.44 Street Trees	Combined with Policy 2.20 (duplication).
2.46 Keeping of Animals	Change ‘should’ into ‘must’ – to be consistent. Changes would aid enforcement.
2.47 Contaminated Land Management	Grammatical changes.

Several of the technical policies reviewed include no significant changes other than updating the policies to accord with current names, and minor grammatical and typographical changes. References to authorised officers have been updated to reflect staff changes and changes to the organisation structure since the policy was last reviewed.

Policy 2.23 Riverina Noxious Weed Inspection and Policy 2.24 Noxious Weed Inspection – The *Noxious Weeds Act 1993* was replaced by the *NSW Biosecurity Act 2015*. The proposed new Weed Management

Policy covers the key areas of responsibility for noxious weeds as contained in the *NSW Biosecurity Act 2015*.

Integrated Planning and Reporting Reference

- E1 Meet all governance and regulatory requirements in the conduct of Council operations.
- E1 Minimise Council's exposure to risk and promote a strong risk management culture within Council.

Legislative Policy and Planning Implications

A process for the identification, development and review of appropriate policies and procedures facilitates an effective governance and control environment.

Budget and Financial Aspects

Nil.

Attachments

1. Policy 2.10 Authority to Undertake Enforcement Actions
2. Policy 2.17 Local Roads Classification and Maintenance
3. Policy 2.18 Private Pipes Under Roadways
4. Policy 2.22 Private Works
5. Policy 2.24 Weed Management
6. Policy 2.25 Bush Fire Operations, Supply and Management of Equipment
7. Policy 2.26 Signs as Remote Supervision
8. Policy 2.27 Constructed Footpath Risk Management
9. Policy 2.29 Equipment Hire for Emergency Situations
10. Policy 2.30 Dust Suppression
11. Policy 2.40 Liquid Trade Waste
12. Policy 2.44 Street Trees
13. Policy 2.46 Keeping of Animals
14. Policy 2.47 Contaminated Land Management

**Recommendation:** That Council:

1. Adopts the following policies, as presented:
  - Policy 2.10 Authority to Undertake Enforcement Actions
  - Policy 2.17 Local Roads Classification and Maintenance
  - Policy 2.18 Private Pipes Under Roadways
  - Policy 2.22 Private Works
  - Policy 2.25 Bush Fire Operations, Supply and Management of Equipment
  - Policy 2.26 Signs as Remote Supervision
  - Policy 2.27 Constructed Footpath Risk Management
  - Policy 2.29 Equipment Hire for Emergency Situations
  - Policy 2.30 Dust Suppression
  - Policy 2.40 Liquid Trade Waste
  - Policy 2.44 Street Trees
  - Policy 2.46 Keeping of Animals
  - Policy 2.47 Contaminated Land Management
2. Advertises Policy 2.24 Weed Management for a period of 21 days,
3. Rescinds the following policies:
  - Policy 2.20 Street Trees and Building Control

- Policy 2.23 Riverina Noxious Weed Inspection
- Policy 2.41 Rapid Response Plan for Noxious Weed Incursions.

**161/20 RESOLVED** on the motion of Crs Verdon and Sharp that Council:

1. Adopts the following policies, as presented:
  - Policy 2.10 Authority to Undertake Enforcement Actions
  - Policy 2.17 Local Roads Classification and Maintenance
  - Policy 2.18 Private Pipes Under Roadways
  - Policy 2.22 Private Works
  - Policy 2.25 Bush Fire Operations, Supply and Management of Equipment, subject to amending the policy to reflect changes in fuel supply and maintenance of RFS vehicles.
  - Policy 2.26 Signs as Remote Supervision
  - Policy 2.27 Constructed Footpath Risk Management
  - Policy 2.29 Equipment Hire for Emergency Situations
  - Policy 2.30 Dust Suppression
  - Policy 2.40 Liquid Trade Waste
  - Policy 2.44 Street Trees
  - Policy 2.46 Keeping of Animals
  - Policy 2.47 Contaminated Land Management
2. Advertises Policy 2.24 Weed Management for a period of 21 days,
3. Rescinds the following policies:
  - Policy 2.20 Street Trees and Building Control
  - Policy 2.23 Riverina Noxious Weed Inspection
  - Policy 2.41 Rapid Response Plan for Noxious Weed Incursions.

## QUESTIONS AND STATEMENTS

### Cr Verdon

- i) **Kerbside Pickup** – is the annual kerbside pickup scheduled for this year?  
Response - DEES – the dates for the annual kerbside pickup will be advertised in the next Council newsletter.
- ii) **Inland Rail** – is Council considering the opportunities available, for example is anything being done on the branch line.  
Response General Manager – meeting has been held with representatives of Inland Rail, with a report to be brought to the next Council meeting. Council's representations regarding The Rock to Boree Creek rail line have been renewed with Inland Rail.

### Cr Day

- i) **Levy Banks** – Is Council responsible for maintenance? The pipe is running but water is also running over spillway, which may need some repair work.
- ii) **Shears Sculpture** – sculpture has been moved for better viewing opportunities.

### Cr Driscoll

- i) **Shovel-ready Projects Workshop** – when will another workshop be held? After the mayoral election perhaps.  
Response – General Manager – may be in position to report further on acquisition of the Graincorp building in Lockhart within a month or two. A workshop could be held in October to decide on shovel-ready projects.

**Cr Marston**

- i) **Moonba Street** – street in Yerong Creek, has deteriorated quite badly. Vehicles are accessing from Waratah Street, using weighbridge in adjoining lot as shortcut. Concerned about caravans turning once mural is in place on water tower. Moonba Street needs to be formed to assist with this and the movement of farm machinery.

Response – DEES – will investigate and advise on possible actions.

- ii) **Signage** – some signage has deteriorated or is missing, for example Willis Lane at the intersection with Jim Willis North Lane, possibly has never had a sign. Request a street blade and No Through Road sign at this point. Willis Lane/Poverty Lane intersection heading north requires a “No Through Road” sign
- iii) **Jim Willis North Lane** – could this road be considered for maintenance grading please.

**Cr Sharp**

- i) **Road Sign Replacements** – Cr Sharp has been approached by local residents thanking Council for the replacement of signs in and around Pleasant Hills.

**Cr Walker**

- i) **Mustard Weed** – could spraying of this weed be prioritised?

**Cr Schirmer**

- i) **St Helena Lane** – damaged by vehicle. This road will need some repair work done once it dries out. Could Council also consider placing a “Dry Weather Only” sign at either end.
- ii) **Road to Golf Club** – would it be possible to add a caution sign drawing attention to pedestrian traffic?
- iii) **Laneway between Ferrier/Galore Streets** – requires some further remediation after works by Riverina Water.

## CLOSED SESSION

In accordance with the Local Government Act 1993 the following business is considered to be of a kind referred to in subsection 10A(2) of the Act and should be dealt with as part of the meeting closed to the media and public.

<b>162/20</b> <b>RESOLVED</b> on the motion of Crs Marston and Walker that Council close the meeting to the public as per section 10A(2)(c) of the Local Government Act 1993.
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The meeting moved into Closed Session at 5.55pm.

<b>163/20</b> <b>RESOLVED</b> on the motion of Crs Walker and Marston that Council move into Open Session.
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The meeting moved into Open Session at 6.02pm.

## OPEN COUNCIL

The resolutions of Council, relating to Items 12 and 13, passed while the meeting was closed to the public were read to the meeting by the General Manager.

**12. AGED CARE ACCOMMODATION IN LOCKHART**

**(GM/A25-030)**

This item is classified CONFIDENTIAL under 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:

- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

**164/20 RESOLVED** on the motion of Crs Verdon and Sharp that the Mayor and General Manager be authorised to execute the Deed of Gift (Magnolia Lodge) between Respect Group Ltd and Lockhart Shire Council under Council's Seal.

**13. TENDER 2021-001 – WINNING AND CRUSHING OF GRAVEL**

**(DEES/T20-005)**


This item is classified CONFIDENTIAL under 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:

- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

**165/20 RESOLVED** on the motion of Crs Verdon and Walker that contract 2021-001 Winning and Crushing of Gravel for the 2020-21 financial year to Milbrae Quarries Pty Ltd for the sum of \$749,450 (GST Included).

The meeting concluded at 6.04pm.

The minutes of the meeting held on Monday, 17 August 2020, were confirmed as a true and accurate record at the Ordinary Council Meeting held on 21 September 2020, at which time the signature was hereunto subscribed.

  
\_\_\_\_\_  
**CHAIRMAN**

  
\_\_\_\_\_  
**CHAIRPERSON**