



BUSINESS PAPER

**of the
Ordinary Meeting
Held**

19 December 2022

**A workshop will be held prior to the Council meeting,
commencing at 4pm.**

**A presentation will be made to the Council Meeting by a
representative of Eastern Riverina Arts.**

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

The Prayer

We humbly beseech Thee to vouchsafe Thy blessings on this Council.
Direct and prosper our deliberations to the glory and welfare
of the people of this Shire and throughout our country.
Amen

Acknowledgement of Country

Lockhart Shire Council acknowledges the traditional custodians of the land, the Wiradjuri people, and pays respect to Elders past, present and future, and extends the respect to all First Nations Peoples in Lockhart Shire.

Statement of Ethical Obligations

In accordance with Clause 3.21 of the Lockhart Shire Council Code of Meeting Practice councillors are reminded of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

Oath or Affirmation of Office

I will undertake the duties of the office of councillor in the best interests of the people of Lockhart Shire and the Lockhart Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

Webcasting of Council Meetings

Councillors, officers and visitors in the public gallery are advised that, in accordance with Clause 5.33 of the Lockhart Shire Code of Meeting Practice, the proceedings of Council meetings are recorded, and an audio recording of each Council meeting is made available on the Council's website.

ORDER OF BUSINESS

OPENING WITH A PRAYER

ACKNOWLEDGEMENT OF COUNTRY

STATEMENT OF ETHICAL OBLIGATIONS

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MAYORAL MINUTE

Nil.

REPORT ON MAYORAL & COUNCILLOR ACTIVITIES

To be presented at the meeting.

URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

COMMITTEE REPORTS

DELEGATES' REPORTS

1. NSW COUNTRY MAYORS' ASSOCIATION MEETING HELD IN SYDNEY ON 18 NOVEMBER 2022 (GM: 22/15675)

I attended a meeting of the NSW Country Mayors' Association in Sydney on 18 November 2022.

The meeting was addressed by the:

- President of the Australian Local Government Association (ALGA)
- President of Local Government NSW (LGNSW)
- Minister for Local Government
- The CEO of the Port of Newcastle
- Chair, Independent Pricing and Regulatory Tribunal (IPART) NSW

The following points were noted:

- ALGA has been successful in achieving representation on several high-level Federal Government committees.
- ALGA has invested in research focusing on the condition of local government assets and local government's contribution to national productivity.
- LGNSW is lobbying the Treasurer and Roads Ministers regarding funding to address the "Statewide Roads Emergency".
- LGNSW continues to advocate for a change in legislation to resolve the recognition of RFS Assets issue.
- A list of election priorities for advocacy purposes is being developed by the Association covering skills and education, health services, roads and transport, water security, housing, law and order and disaster preparedness and funding.

The Annual General Meeting of the Association was also held. The Mayor of Gunnedah, Cr Jamie Chaffey, was elected Chairman and Mayor of Temora and Chair of REROC and RIVJO, Cr Rick Firman, was elected Deputy Chairman.

Cr Greg Verdon
Mayor

2. REROC MAPPED OUT CONFERENCE – 16 AND 17 NOVEMBER 2022, WAGGA WAGGA

The 2022 Mapped Out Conference, hosted by The Riverina Eastern Regional Organisation of Councils (REROC), the Riverina Spatial Information Group (RivSig) and NSW Government was held at The Rules Club, corner of Fernleigh Road and Glenfield Road, Wagga Wagga NSW 2650.

It was a privilege to open the Mapped-Out Conference on behalf of the Chairman REROC, Councillor Rick Firman OAM.

The Theme for the Conference was *‘Showcasing the use of Spatial Data to enhance the operation and delivery of Government Services’*.

From a Councillor perspective, the Conference gave me a greater understanding of the use of Council’s applications for spatial data, geographic information systems (GIS) and supporting technologies.

I asked the question ‘Why are spatial capabilities important to Local Government?’

- Increase awareness of Senior Management.
- Spatial capability is imbedded into Planning and Operations at Councils ensuring business data is appropriately captured.
- Spatial capability is recognised as a part of effective service delivery and community engagement.
- Councils have well managed spatial data and technology systems in operation.
- Annually demonstrate how to improve GIS Services

It was a great opportunity to network to meet with people from other attending Councils. Additionally, to connect with trades stands of suppliers of spatial technology, mapping services and technologies.

The presentations were highly interesting, of note were:

- Wayne Patterson, DCS Spatial Services Live NSW & ‘NSW’ Spatial Digital Twin program.
- Lyn Terrett and Ankit Khanna, RapidMap Emergency Markers

The conference was a great opportunity to enhance professional development, understanding and well worth attending.

Cr. Frances Day OAM
Delegate

3. RIVERINA JOINT ORGANISATION (RIVJO) – 9 DECEMBER 2022 AT WAGGA WAGGA

I together with the General Manager attended a meeting of RIVJO in Wagga on 9 December 2022. A summary of the main issues addressed is set out below.

- All member councils endorsed the decision to place the JO in hiatus from 1 July 2023 and the Board resolved to write to the Minister for Local Government to advise of the Board’s decision with copies of the correspondence to local State Members, the Shadow Minister for Local Government and LGNSW.
- RDA-Riverina has launched a project which has been partially funded by Transgrid which is bringing all the larger infrastructure proponents together regularly. The Workforce Histogram project will detail the number and type of occupations, skills and total Full Time Equivalent (FTE) headcount that the major projects require. The major projects identified are:
 - Albury Hospital – NSW & Victorian Government
 - Inland Rail (Albury to Illabo Section) – ARTC Inland Rail
 - Project Energy Connect – TransGrid with Secure Energy Joint Venture
 - Project Hume Link - TransGrid
 - Riverina Redevelopment Program - Defence with Downer/CPB Contractors
 - Snowy 2.0 – Future Generation Joint Venture
- In accordance with its compliance requirements the JO Board adopted the following:
 - Board Expenses and Facilities Policy
 - Structure for the JO’s operations until 30 June 2023

- Amended Code of Conduct
- The meeting received presentations from the following guest speakers:
 - Mark Hannan, Director, South & West (Planning for Places) and Noah van Raaphorst-King, Transport Planning Manager TfNSW: Regional Transport Strategy
 - Charlotte Webb: The Role of the Riverina Veterans Wellbeing Centre and the Veterans Employment Program

4. RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS (REROC) – 9 DECEMBER 2022 AT WAGGA WAGGA

I together with the General Manager attended the REROC Board meeting in Wagga on 9 December 2022. A summary of the main issues addressed is set out below.

- REROC has been successful in securing funding under the Disaster Risk Recovery Funding grant program for \$484,750. The funding will run until June 2023. The project activities will include:
 - A needs analysis and risk assessments to identify and prioritise LGA-based community and Council risks and needs. This will result in a regional report identifying opportunities for a program response.
 - Community workshops and training based on the findings from the needs analysis, to pilot new risk reduction investments, tools, technologies, innovations, etc.
 - Mapping alternative freight routes in partnership with TfNSW to scope preparedness for cuts in supply chains through the identification and mapping of alternative routes.
 - Disaster Risk Reduction (DRR) embedment into Integrated Planning and Reporting (IP&R) by providing training workshops to relevant staff to develop generic tools to support the embedment process.
- REROC has applied for funding under the Net Zero Funding program to undertake the following projects:
 - Development of a Regional Renewable Energy Plan
 - Deliver cost/benefit analysis for moving councils to EV fleets
 - Deliver cost/benefit analysis on the implementation of LED or other energy efficient lighting on sporting fields
 - Work with the REROC Waste Forum to implement waste projects that result in net zero outcomes
 - Supporting Member Councils to apply for grants that support the implementation of their Energy Plans
 - Develop a model for a Revolving Energy Fund for individual councils and the region as a whole
 - Annual Tariff Review for each Member Council.

Cr G Verdon
Delegate

Recommendation: That the Delegates' Reports be received.

STATUS REPORT/PRÉCIS OF CORRESPONDENCE ISSUED

Status Report: Council Resolutions and Tasks to be finalised

Minute No:	Officer to Action	Council Resolution	Action Taken
Council Meeting held 21 November 2022			
243/22	GM	<p>2021/22 Annual Report</p> <p>That the 2021/22 Annual Report be endorsed and the General Manager be authorised to forward a copy of the Report to the Minister for Local Government.</p>	<p>Annual Report uploaded onto Council's website and forwarded to the Minister.</p> <p>Complete.</p>
242/22	GM	<p>Code of Conduct Statistics – Annual Report</p> <p>That:</p> <p>a) Council notes that, for the reporting period 1 October 2021 to 30 September 2022, there were no complaints made under the Council's Code of Conduct; and</p> <p>b) the information be forwarded to the Office of Local Government.</p>	<p>The Code of Conduct Statistics Annual Report has been forwarded to OLG.</p> <p>Complete.</p>
238/22	DEES	<p>Lockhart Main Street Parking</p> <p>That Council:</p> <p>a) Allocate \$15,000 for the construction and installation of two disabled access ramps;</p> <p>b) Endorse the removal of the existing disabled car parking space on the south-western side of Green Street and move it to the south-eastern side;</p> <p>c) Remove the community parking space from the western end of Green Street and move it to in front of Valmar Community Services; and</p> <p>d) Liaise with Foodworks at The Rock to gauge their interest in jointly funding an all-abilities access ramp.</p>	<p>Work order issued.</p>
237/22	DEES	<p>Lockhart Airstrip</p> <p>That Council advertises, for 30 days, the closure of the Lockhart Airstrip and considers any submissions received.</p>	<p>To be advertised in the next newsletter.</p>
234/22	DEES/ DCCS	<p>Lockhart Main Street Bins</p> <p>That Council:</p> <p>a) Allocate \$30,000 for the replacement of existing bins in Green Street with general waste and recycling bin and enclosures.</p> <p>b) Replacement of bins and enclosures in remaining town centres be funded in the 2023/24 budget.</p>	<p>Bin enclosures ordered.</p> <p>a) Funds allocated in first quarterly budget review.</p>
233/22	DCCS	<p>Request for Financial Assistance – Abbey Fellows</p> <p>That Council supports Abbey Fellows with a contribution of \$500 and requests that Abbey addresses Council on completion of her study tour.</p>	<p>Letter and cheque sent.</p> <p>Complete.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
232/22	DCCS	The Rock Recreation Ground Management Committee – Request for Financial Assistance That Council provide financial assistance in the amount of \$1,963 to The Rock Recreation Ground Management Committee and that the contribution be funded from the 2022/23 budget allocation for Section 356 contributions.	The Rock Recreation Ground Management Committee has been advised of Council's decision and arrangements made for the provision of the financial assistance. Complete.
226/22	TEDO	Minutes of the Tourism & Economic Development Steering Committee Held 8 November 2022 Minutes of the Tourism and Economic Development Steering Committee be received and the recommendations therein be adopted, subject to the final design for the Tootool Exchange being approved by the Tootool Committee and the Tourism and Economic Development Steering Committee.	Both Committees have agreed. Final design is complete. TEDSC will provide recommendation to Council in February 2023.
224/22	GM	Mayoral Minute – Declaration of State-wide Road Emergency That Lockhart Shire Council join with Local Government NSW and Country Mayors Association of NSW in declaring a Statewide Road Emergency.	Written representations have been made to the Prime Minister and the NSW Premier in accordance with the Mayoral Minute. Complete.
Council Meeting held 17 October 2022			
220/22	DEES	Noise & Air Pollution Complaints – The Rock Council proceeds with the Notice of Intent to Issue a Notice under the <i>Protection of the Environment Operations Act 1997</i> .	A Prevention Notice has been issued under the <i>Protection of the Environment Operations Act 1997</i> . Complete
218/22	GM	Opportunity to Purchase Commercial Property The information regarding the opportunity to purchase property in Green Street Lockhart be noted and a more detailed report be presented to the November 2022 Council meeting.	Refer to separate report to Council (agenda item 9) Complete.
Council Meeting held 19 September 2022			
195/22	GM	Model Media Policy – Consultation Draft That the information be noted and consideration be given to adopting the Model Media Policy when Council's current Media Policy 1.2 is scheduled for review in October 2023.	Deferred for consideration in October 2023.
Council Meeting held 15 August 2022			
160/22	DCCS	Lockhart Out of School Hours (OOSH) Care Service Council undertakes a 12-month trial period of Out of School Hours Care at Lockhart, under a single management structure for childcare services in the Shire.	OSHC Licence Agreement signed and returned to NSW Dept of Education – Infrastructure.

*Lockhart Shire Council
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Minute No:	Officer to Action	Council Resolution	Action Taken
Council Meeting held 18 July 2022			
147/22	GM	<p>The Rock Community Centre</p> <p>Council:</p> <p>a) Authorises the General Manager to purchase Lot 2, Section 17, DP758971 in accordance with the updated valuation advice received by Council, and</p> <p>b) Request the General Manager to further investigate the possible purchase of Lot 2, DP1196082 Burke Street, The Rock.</p>	<p>Council's acceptance of the asking price has been conveyed to the vendor. Follow-up email forwarded on 31/10/22.</p> <p>Awaiting confirmation from vendor.</p> <p>Preliminary contamination report has been provided to a suitably qualified person to advise of remediation requirements (if any) if land is used for car parking purposes only.</p>
141/22	GM	<p>Request for Council to Purchase Private Access</p> <p>Council agrees to the request in principle subject to Council and the applicants agreeing to a reasonable cost sharing arrangement.</p>	<p>Quote for upgrading the access to an acceptable standard prior to transferring to Council has been prepared and forwarded to the landowners together with quotes for surveying and legal fees. A 50:50 cost sharing arrangement has been proposed and a response is awaited from the landowners.</p>
Ordinary Council Meeting held 16 May 2022			
109/22	GM	<p>Tender – 109 Green Street</p> <p>Council declines to accept the tender received from ASCO Group (Aust) Pty Ltd for the provision of public toilets at 109 Green Street Lockhart and seek separate quotations for the individual components of the project for the following reasons:</p> <p>a) Seeking separate quotations and being able to negotiate with different contractors for the different components of the project will provide more flexibility in seeking the most cost-effective solution bearing in mind that the funding approved under Round 4 of the Stronger Country Community Fund is less than the amount for which Council applied.</p> <p>b) Accepting the one tender that has been received for the public toilets without a contract in place for the community space component of the project will prove problematic as the community space and landscaping is critical to providing access to the public toilets.</p>	<p>Unsuccessful tenderer notified of Council's decision.</p> <p>Local builder engaged for the public toilets and individual quotations currently being sought for the landscaping component.</p> <p>Landscaping initial cost estimations exceed funding available. Next step is to re-scope landscaping work.</p> <p>Toilets construction is scheduled to commence in the coming weeks.</p>
Ordinary Council Meeting held 21 March 2022			
56/22	GM	<p>Development of Lockhart Industrial Estate</p> <p>Council prepares a subdivision application for the development of Stage 3 of the Lockhart Industrial Estate.</p>	<p>Development application currently being prepared.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 18 October 2021			
180/21	TEDO	<p>Committee Minutes – TEDSC held 5 October 2021</p> <p>Minutes of the Tourism and Economic Development Steering Committee held on 5 October 2021 be received and the recommendations contained therein be adopted with the exception that an information board be erected at Lockhart Caravan Park.</p>	<p>Information board at Caravan Park to be included in list of locations yet to be scoped.</p> <p>New maps and signs are being progressed.</p>
Ordinary Council Meeting held 16 August 2021			
148/21	GM	<p>Proposed “Tim Fischer Way”</p> <p>Council to reinstate investigations into the erection of tourism signage indicating “Tim Fischer Way”.</p>	<p>Submission made to the Tourism Attractions Signs Assessment Committee.</p> <p>Plan to incorporate “Tim Fischer Way” touring route on new Visit Lockhart Shire website.</p> <p>New website now is live. Functionality to facilitate “Tim Fischer Way” touring route being developed.</p>
Ordinary Council Meeting held 19 April 2021			
63/21	GM	<p>Residential Development – Lockhart</p> <p>1) That Council proceed with the subdivision of Lots 62 and 90 Prichard Place Lockhart as outlined in the report.</p> <p>2) That the cost of subdividing the land be funded from the Infrastructure Reserve with the proceeds of any land sales to be returned to the Reserve.</p>	<p>The development application for Lot 62 (westernmost lot) has been approved. The application for Lot 90 is still being processed as further investigation has been required regarding sewerage services to the site and compaction of a former dam on the site.</p>
Ordinary Council Meeting held 15 February 2021			
9/21	DCCS	<p>The Lockhart Recreation Ground Management Committee – Request for Financial Assistance</p> <p>Approve an interest-free loan to the Lockhart Recreation Ground Management Committee of up to \$70,000 with repayments being Year 1 \$4,200 and the remaining 14 years will be repayments of \$4,700 to support an application to Building Better Regions Fund – Infrastructure Projects Stream – Round Five.</p>	<p>This resolution will be actioned if the application to the Building Better Regions Fund – Infrastructure Projects Stream – Round Five is successful.</p> <p>The Lockhart Football Netball Club have been advised the grant application has been successful. A report will be provided at a future Council meeting.</p> <p>Contractor engaged to source tenders/quotes.</p>
Ordinary Council Meeting held 20 July 2020			
133/20	GM	<p>Naming of Bridges – Brookong Creek and Urana Lockhart Road</p> <p>1. Propose the bridge on Urana Lockhart Road be named Brookong Creek Bridge.</p> <p>2. Propose the culvert over Brookong Creek in Green Street, Lockhart, be named Greens Gonyah Bridge, Brookong Creek.</p> <p>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.</p>	<p>Advice received on 3/8/22 from TfNSW regarding requirement for consultation with Wagga Local Aboriginal Lands Council. Information forwarded to Wagga LALC and awaiting response. Follow up email sent.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 20 April 2020			
70/20	GM	<p>Review of Operational Land</p> <p>Council adopts the following actions in relation to the review of land classified as “operational land”:</p> <ul style="list-style-type: none"> Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land. 	<p>A valuation report has been commissioned and made available to the adjoining landowner.</p> <p>Agreement has been reached for the sale of the land to the adjoining owner based on the market value as determined by the certified valuer.</p>
Ordinary Council Meeting held 21 November 2022 – Councillor Questions & Statements			
Questions & Statements	DEES	<p>Cr Verdon: Potholes</p> <p>Advised the potholes on the corner of Yerong and Bretton Street which have previously been repaired, have opened up again.</p>	Completed.
	DEES	<p>Cr Verdon: Stormwater Drainage</p> <p>Has received complaints regarding the large sheds at the corner of Yerong and Urana Streets where the stormwater pipes drop straight out onto the ground causing run-off problems for neighbours in the rear lanes with water ponding. Extensions are happening to the caravan storage area and the owner appears to have installed a drain which requires investigation.</p>	To be investigated.
	DCCS	<p>Cr Verdon: The Rock Surgery</p> <p>Advised an external wall near the parking area at the doctor’s surgery has been damaged and needs repair.</p>	Contractor engaged to undertake repairs.
	DEES	<p>Cr Verdon: Disability Access</p> <p>Referred to a letter received regarding access to The Rock main street for Emily Gardens residents and asked that the matter be given some attention.</p>	To be investigated.
	DEES	<p>Cr Marston: Wetmores Lane</p> <p>Advised there is a damaged culvert about halfway down this road which is in need of repairs, similar to Grubben Road.</p>	Barriers have been erected. Programmed when water dries out.
	DEES	<p>Cr Marston: Street Bins</p> <p>Requested an extra garbage bin be installed at the front of Syvier’s Café in The Rock.</p>	Will be added with new bin enclosures. Complete.
	DEES	<p>Cr Day: Access to Properties</p> <p>Asked how Council assists residents with responses to emergencies when properties are cut off by floodwaters. Cr Day particularly referred to a resident on Hollies Road who has been isolated by flooding several times recently.</p>	Council has made a submission for grant funding under the Fixing Local Roads to construct a culvert on Hollies Road.

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Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	Cr Driscoll: The Rock Triathlon Advised that the triathlon will be held on 15 February and advised submission of an event management plan would be delayed due to delays purchasing insurance. Cr Driscoll asked if the entrance to the recreation ground could be tidied up prior to the event, to allow more suitable access for competitors.	The gravel entrance to The Rock recreation ground has been sealed. Complete.
	DEES	Cr Mathews: Housing Referred to a recent article regarding the issue of non-resident owners and vacant homes and asked if there is any way of finding out how many vacant residences are in the Shire, to assist with the housing shortage.	Have contacted Riverina Water to determine if information can be provided on zero consumption properties.
	DEES	Cr Mathews: Recycling Referred to Council's award-winning recycling plant and suggested that he, the Director of Engineering and Environmental Services and the Waste Facilities Operator visit Kurrajong Recyclers in Wagga Wagga and asked that Council also consider visiting the waste disposal facility prior to a Council meeting.	DEES, Cr Mathews and Waste Operator visited Kurrajong Recyclers in Wagga Wagga. Complete.
	DEES	Cr Sharp: Changes to FOGO Rules Noted the changes which were referred to in a recent Council newsletter and asked if a more comprehensive education campaign could take place.	Information will be included in next newsletter. Complete.
	DEES	Cr Sharp: Grubben Road Has been contacted by resident regarding the second bridge/culvert (the eastern, smaller culvert) on Grubben Road which is badly washed away, asked if better signage could be put in place at the very least, until remedial works can be carried out.	Emergency works have been undertaken and signs erected. Will be added to program. Complete.
	DCCS	Cr Hunter: Tiled Wall outside The Rock Gym Referred to a problem with tiles on the external wall of The Rock Pool near the gym and asked what was being done to rectify the issue.	Contact has been made with builders, with no response received at this time.
	DEES	Cr Walker: Guardian Training (RFS) Asked if training was undertaken by Council staff and if the offer of assistance to complete the funding application eventuated.	The Director advised that training in how to use the system did occur. The Director will seek further assistance when the next funding round is open.
	DEES	Cr Walker: Bulloc Hill Road Asked that funding be set aside to resheet Bulloc Hill Road on the Lockhart Shire side of the boundary.	Included in program. Complete.
	DEES	Cr Walker: Roadside Drainage Referred to a table drain between the bike path to The Rock Nature Reserve and the road where water constantly sits out over the road and the area is not able to be mowed and asked what could be done to rectify the issue.	Table drain clearing programmed. Will be added to program for culvert installation.

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Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	Cr Rockliff: Bidgeemia Road Advised there is a wash-away on this road just down from Bidgeemia Hall and he has been approached by a local resident to ask could Council put a culvert in when repairs are done.	Road being repaired. Will be added to program for culvert installation.
Ordinary Council Meeting held 17 October 2022 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Rockliff: Disabled Parking and Access – Valmar Services Advised Valmar were unable to have a designated disabled parking space in front of their building because there is no ramp access from the street to the footpath and asked if access could be given.	Superseded by minute no. 238/22. Complete.
	DEES	Cr Rockliff: Streetlighting on Green Street, near Magnolia Lodge Advised there is no streetlighting on the western end of Green Street, compared to what is in place in the newer streets, Prichard Place and Rockliff Court and asked that the installation of additional lighting be investigated.	Magnolia Lodge has three existing pedestrian lamps with potential to be upgraded. Power poles are located on opposite side of Green Street added streetlights unlikely to improve lighting at Magnolia Lodge. Complete.
	DEES	Cr Rockliff: Management Policy - Roadside Drainage Cr Rockliff stated there is a need for a management policy for maintenance of Council's roadside drainage, including table drains.	To be included in asset management plan. Complete.
	DEES	Cr Rockliff: Wilson's Crossing "S" bends on Urana Lockhart Road Advised there are trees blocking sight for vehicles travelling along Urana Lockhart Road, creating a possible hazard.	Trees programmed for removal. Complete.
	DCCS	Cr Mathews: Bins for Blokes Referred to this initiative, which provides disposal for men's incontinence products in public amenities and asked about the possibility of provision of this service within the Shire.	Current bins can be used as most amenities are unisex. Complete.
	DCCS	Cr Mathews: Minimising Social Isolation Referred to a recent grant opportunity and advised he has spoken with some elderly residents who believe a lack of transport within Lockhart township, i.e. to access the supermarket etc, is a contributing factor to social isolation. Valmar have advised Cr Mathews they are unable to provide the service due to restrictions of the funding stream from Transport for NSW. Cr Mathews asked if there could be discussion with TfNSW to see if this might change.	The Director advised he would be happy to make representations to Valmar, and that a joint request to TfNSW could be possible. The Director also advised he could investigate other possible funding.

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Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	Cr Hunter: Drainage Issue, Yerong Creek Mangoplah Road Referred to an issue with blocked drainage on Yerong Creek Mangoplah Road which caused problems in the rain event on Friday, 14 October and asked what action had been taken.	Works order issued for culvert widening. Further work to be carried out to improve drainage in front of school requiring engineering design and future budget.
	DCCS	Cr Marston: Lease Arrangements – The Rock Public Watering Place (PWP) Referred to the lease currently in place for the PWP and amendments made to allow Council to carry out drainage works. Cr Marston asked, now that works are complete, if a fence is going to be put in place, and further requested that the lessees receive a further amended lease, or clarification of requirements.	Lease amount was reduced on a pro rata basis of land made unavailable by the works. Investigations are continuing regarding requirements of fencing and funding.
	DEES	Cr Verdon: Drain in The Rock Recreation Ground Referred to a drain in The Rock Recreation Ground and asked that it be cleaned out.	To be completed when resources and weather conditions permit.
	DEES/ DCCS	Cr Verdon: Disability Access Across the Shire Referred to Kurt Fearnley's speech at the recent Lockhart Community Bank branch birthday celebrations. The speech was a reminder that people with disabilities are entitled to access. Cr Verdon suggested an audit be carried out, with a view to improving access across the Shire, making sure all Council facilities are accessible to all residents.	Audit will be undertaken when resources permit.
Ordinary Council Meeting held 19 September 2022 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Marston: Drain – Yerong Street Asked if the drainage pipe under Urana Street, along Yerong Street, has been decommissioned as was discussed with the former Director of Engineering & Environmental Services.	Awaiting confirmation from contractor.
	DEES	Cr Day: Safe Access to Main Street Has been contacted by a constituent who experienced difficulty accessing the footpath from the disabled parking space adjacent to the Commercial Hotel. Cr Day has also been approached by a resident who utilises an electric wheelchair and would like to access the local laundromat. Cr Day asked how many disabled parking spaces are provided in the Shire, how many are required to be provided, and what is the criteria for a 90-degree parking space? Cr Day also asked what Council's options or requirements are for providing access to premises?	Quotes being sought to install disabled access ramp for car parking. Council exceeds requirement for disabled parking of 1 per 100 spaces. Existing premises are not required to upgrade entrances. Owner of laundromat has been contacted requesting improved access. Complete. (Minute no 238/22 supersedes.)

*Lockhart Shire Council
Ordinary Meeting – 19 December 2022*

Minute No:	Officer to Action	Council Resolution	Action Taken
	DCCS	Cr Driscoll: The Rock Observatory Asked that the Observatory be considered for the same funding given to other s355 committees to assist with the running of the facility.	An allocation will be included in the first Quarterly Budget Review to be presented at November 2022 Council meeting. Complete.
	DEES	Cr Mathews: Rear Lanes Asked if there was a strategy in place for maintenance of these laneways.	Laneway maintenance in Lockhart and The Rock has been carried out. Complete.
	DEES	Cr Walker: Carns Lane Reported that due to water on the road a local resident is unable to use the road to remove grain from his property and asked what can be done. He enquired whether securing an additional grader once the weather is more suitable was an option.	The Director advised that the wet weather is having a major impact with respect to both minor repairs and heavy patching. He indicated that the structure of the engineering team is being reviewed, with the possibility of an additional grader crew being considered.
	DEES	Cr Verdon: Laneway behind Emily Gardens Asked that the potholes be filled in, and also at The Rock Medical Centre.	Work Order issued. Work completed.
	DEES	Cr Verdon: Aumanns Lane Acknowledged that Aumanns Lane is an unconstructed road. However, local landholders require it for access and Cr Verdon asked if it can it be graded when dry.	Added to program for grading when weather permits and in line with surrounding roads.
Ordinary Council Meeting held 15 August 2022 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Walker – Vincent Road Advised this road is suffering badly from the ongoing wet weather and suggested Council could consider sealing the next 3-4km to alleviate some of the issues, possibly funded by future grant programs.	Included in most recent round of Fixing Country Roads program.
	DCCS	Cr Marston – The Rock Recreation Ground Referred to the drain behind the building at the Recreation Ground needs cleaning out, possibly as part of works for the Second Oval project. Cr Marston advised water is pooling in the drain and becoming stagnant.	DCCS asked if alternate arrangements could be made by the Committee with a local contractor/volunteer to carry out the works it would be appreciated in consideration of the already large workload Council's maintenance crews have due to the ongoing wet weather.
	DEES	Cr Verdon – Sealing of Roads, The Rock Recreation Ground Referred to discussions which took place with the former Director of Engineering & Environmental Services regarding sealing from the sealed road (Wilson St) to the entrance of the Recreation Ground and enquired whether this was still a possibility.	Work order issued. Work completed.

Lockhart Shire Council
Ordinary Meeting – 19 December 2022

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 18 July 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS/ DEES	<p>Cr Marston – The Rock Pony Club</p> <p>Advised that pony clubs are now required to load and unload horses from their floats in an enclosed area and requested some minor improvements to facilitate this.</p>	Meeting held with DEES, DCCS and Pony Club on 29 July. Cost estimate for minor works has been prepared.
Ordinary Council Meeting held 20 June 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS	<p>Cr Hunter – Yerong Creek Bowling Club</p> <p>Advised the Bowling Club are still awaiting receipt of an Occupation Certificate for the building.</p>	An accredited certifier for Class 2-9 buildings has been engaged to review and identify outstanding works to be completed for the issue of an Occupation Certificate. Inspection completed and report has been received. Outstanding works being costed.
Ordinary Council Meeting held 19 April 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS	<p>Cr Hunter: Connectivity</p> <p>Asked if there were any outcomes from the recent meeting with the Regional General Manager of Telstra.</p>	<p>Council currently collating information on blackspots and connectivity issues across the Shire to provide to the NSW Telco Authority.</p> <p>A survey for this purpose has been distributed to Shire residents and made available on Council's website.</p> <p>Survey results to be presented to February 2023 Council meeting as part of TEDO's six-monthly report.</p>
	DEES (GM)	<p>Cr Driscoll: German Church Road "Davidsons Hill"</p> <p>Referred to the road being too narrow for heavy vehicles and the hill providing poor visibility. Cr Driscoll asked if something can be done on 500m of road in Lockhart Shire to where it meets the Wagga City Council boundary.</p>	Cost estimate to be prepared and included in future budgets. Submitted in most recent round of Fixing Country Roads.
	DEES	<p>Cr Verdon: Pedestrian Crossing</p> <p>Brought attention to the section of Urana Street at the post office, where heavy vehicles are causing major "shoves" impeding the travel of mobility scooters.</p>	Requires substantial rectification works, to be included in heavy patching program.
	DEES	<p>Cr Verdon: Roads Budget</p> <p>Asked that Council considers a widening project near "Ryans Hill" on The Rock Collingullie Road.</p>	Submitted in most recent round of Fixing Country Roads.
Ordinary Council Meeting held 21 February 2022 – Councillor Questions & Statements			
Questions & Statements	DEES	<p>Cr Walker: Bulloc Hill Road</p> <p>Asked for an update on progress of negotiations with Wagga City Council for the works done inadvertently in WWCC area.</p>	<p>Wagga City Council have agreed to reimburse costs and an invoice for payment has been sent. Complete.</p> <p>Road was inspected and will be re-sheeted when grading program returns to the area.</p> <p>Complete.</p>

Lockhart Shire Council
Ordinary Meeting – 19 December 2022

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 10 January 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS	Cr Driscoll: Technology Referred to the address via Zoom by Council's auditor and asked if the equipment in the Council chamber could be upgraded to allow better connectivity for online participation in Council meetings.	Funds allocated in the 2022/23 Operational Plan Budget. Quotes are currently being assessed.
	DEES	Cr Driscoll: Urana Street Median Enquired whether it was possible to reclassify the median strip in the road reserve of Urana Street at The Rock as recreation space so the road does not need to be closed for events such as markets.	Median strip forms part of the road reserve and it is not a matter of classification of the land. Whether the road needs to be closed or not, and any other traffic management issues, for any event will depend on the nature and scale of the event and would be assessed in conjunction with the lodgement of an event management plan.
Ordinary Council Meeting held 18 October 2021 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Marston: Sign, The Rock Recreation Ground Referred to an information sign at the recreation ground which has information on both sides but can only be read from the footpath because of access issues, asked if the sign could be relocated nearer to the playground to allow both sides to be viewed.	DEES to follow up. Cr Driscoll referred to the Progress Association as the original installers. Progress Association have been contacted for location. Works programmed.
Ordinary Council Meeting held 21 June 2021 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Driscoll: Community Reflection Space Asked if it was possible the park across the road from The Rock Central School could be utilised as a place of quiet reflection for the town, particularly for those suffering the loss of loved ones due to suicide, which has had an impact on the community in recent years.	Park deemed appropriate for reflection space. Proponent to present proposal to Council for consideration. Cr Driscoll met with the General Manager and Manager Parks & Facilities to progress the project. Position agreed upon. Design to be finalised and costed.

Correspondence Received

Date sent to Councillors	From	Subject
28 November	Executive Assistant	Forwarding invitation from Mr Navneet Choujar to attend Lockhart Xmas Markets on 10 December.
29 November	Executive Assistant	Forwarding ALGA/LGIU News dated 27/11/2022.
29 November	Mayor	Mayoral Update
1 December	Executive Assistant	Forwarding LG NSW Weekly Newsletter dated 29/11/2022.
7 December	Executive Assistant	Forwarding LG NSW Weekly Newsletter dated 7/12/2022.
12 December	Executive Assistant	Forwarding ALGA/LGIU News 12/12/2022.
14 December	Executive Assistant	Forwarding LG NSW Weekly Newsletter dated 13/12/2022.

Recommendation: That the Status Report and Correspondence Précis be received and noted.

STAFF REPORTS

STRATEGIC DIRECTION A: A Connected and Resilient Community

Nil.

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

1. ENGINEERING AND ENVIRONMENTAL SERVICES REPORT

(DEES)

Executive Summary

Monthly report on engineering and environmental services matters.

Background Information

a) **General**

Council was successful in receiving grant funding under the Fixing Local Roads (Pothole) grant program. This funding for this program was divided by each LGA based on the length of Regional and Local Roads. Council also received funding under the Australian Government Disaster Recovery Funding Arrangements to repair roads damaged by storm events in the past 12 months.

b) **Works**

September Storm Event: Emergency works for the September 2022 storm event are continuing on rural and unsealed roads.

Working with Damage Control Project Management (DCPM) regarding funding for weather affected roads. Ongoing.

Prichard Pl: Minor drainage works will be carried out in December to complete the project weather permitting.

Lockhart Kywong Rd – 1.25km North of Slocums Ln: Work has commenced on the realignment of pavement over the new culverts. Pavement has been widened, gravel added and now waiting to be sealed.

Lockhart Kywong Rd – Fargunyah Ln: Construction to start in February 2023. Survey and design to be completed by end January.

Mittagong Yerong Creek Road: Culverts have been ordered and delivery is under way. Construction scheduled to commence February 2023, weather permitting.

Depot Improvements: Security gates for the Lockhart works depot have been ordered and installation will take place early in 2023. Currently seeking quotes for an office/lunchroom for The Rock depot.

Local Roads and Community Infrastructure Grants Program (LRCI)

- Galore Hill Reserve: Work on the summit road has been completed.

- *Lockhart Rec Ground:* Drainage work completed. Roadworks to continue with seal to follow.
- *Henty Pleasant Hills Rd:* Clearing has been completed with work to commence early in 2023.

Unsealed Road Maintenance of Shire gravel roads: Maintenance has been conducted on Humphrys Ln, Fargunyah Ln, Spanish Ave, Coxs Ln, Commera-Wilson Ln, Moffats Ln, and Brian Westblades Ln. Drainage work has occurred on Fletts Ln, Carrolls Ln, and Ellis Ln.

Maintenance Crews:

Both the bitumen and maintenance crews have been kept busy with an increase of pavement failures due to the weather, routine maintenance has continued on our Local and Regional Roads. Gravel maintenance on Lockhart back lanes has been completed, maintenance on The Rock back lanes is in progress.

c) ***Parks & Gardens***

Ongoing garden maintenance including weeding, spraying, pruning, deadheading, and mulching is being conducted, efforts are being concentrated around high-profile areas that will be frequented by visitors over Christmas and the New Year.

Irrigation systems have been checked and turned on.

Weed Control

Weed control by mechanical and chemical methods is being conducted within urban areas as resources and conditions allow. Pesticides commonly used are Glyphosate and Dicamba. Signage will be placed at property entrance when spraying is in progress.

Freehand pre-emergent is also being used in some lawn and granite areas to control annual grasses, susceptible sedge species and many small-seeded broadleaf weeds.

Mowing and Slashing

The summer mowing schedule has begun. Mowing has been completed at Pleasant Hills and Milbrulong. Mowing of all urban areas is planned before Christmas. Extreme weather conditions will be considered when scheduling slashing.

Fortnightly mowing and edging will be scheduled for most irrigated areas during the growth season.

Trees

Some tree maintenance has been conducted. Watering of trees planted in the last two years will be conducted as required.

Lockhart Shires Street Tree Policy 2.44 states: 'Council is responsible for the planting and maintenance of street trees, including the selection of species, regular health, and safety checks, pruning, and removal and replanting requirements.'

Resident's concerns regarding street trees, including species selection, maintenance and/or removal should be made in writing and addressed to the General Manager. Such issues will be resolved based on risk and available budget and resources.

d) ***Development Approvals***

The following development applications were approved, with conditions, from 1 November to 30 November 2022.

DA/CDC No	Development	Applicant	Site of Development
DA24/23	Additions to existing shed	L Jenkins	47 Wilson St, The Rock
DA27/23	Subdivision (two lots)	L Ryan – Wagga Surveyors	23 King St, The Rock
DA29/23	Patio at rear of existing dwelling and swimming pool fencing	A Smith	69 Ferrier St, Lockhart

DA/CDC No	Development	Applicant	Site of Development
DA30/23	Dwelling	C Moore, Stroud Homes	46 Nicholas St, The Rock
DA31/23	Detached carport with skillion	C Fletcher	9 Veneris St, Lockhart
CDC32/23	External laundry & WC addition to existing dwelling	A Schwencke	29 Norman St, The Rock
DA33/23	Self-bunded diesel container for truck refilling	D Fisher, Delta Agribusiness	5 Harry Davies Dr, Lockhart

Legislative Policy and Planning Implications

Development 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

Nil

Recommendation: That Council notes the information provided in the Engineering and Environmental Services report.

2. 2022-23 FLOODPLAIN MANAGEMENT PROGRAM SUCCESSFUL GRANT APPLICATION (DEES: 22/16677)

Executive Summary

Council has been successful in two grant applications under the 2022-23 Floodplain Management Program for a review of The Rock Flood Study and the Lockhart Voluntary Purchase scheme. Council was unsuccessful in its application for the Yerong Creek Flood Study.

Background

The Department of Planning and Environment's Floodplain Management Program provides financial support to local councils and eligible public land managers to help them manage flood risk in their communities. The program supports the implementation of the NSW Government's Flood Prone Land Policy, which is outlined in the [Floodplain Development Manual](#).

Report

Council applied for grant funding for three projects:

1. A review of The Rock Flood Study and Floodplain Risk Management Plan
2. The Lockhart Voluntary Purchase (VP) scheme and
3. A Yerong Creek Flood Study

Council has been advised that it has been successful in obtaining grant funding for the review of The Rock Flood Study (not including the Floodplain Risk Management Plan) totalling \$47,143. The ratio of funding is 6:1, meaning Council will need to allocate \$7,857. Council was also successful in its

application for the Lockhart VP Scheme. Funding for the VP scheme is based on application and subject to property valuations.

Council was unsuccessful in its application for a review of The Rock Floodplain Risk Management Plan and a Flood Study at Yerong Creek.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

Council will need to allocate \$7,857 of its own funding. The 2022/23 Budget will be adjusted in the Quarterly Budget Review.

Attachments

Nil.

Recommendation: That Council endorse the acceptance of funding under the Floodplain Management Program for:

- a) A review of The Rock Flood Study
- b) Lockhart Voluntary Purchase Scheme

**3. LOCAL ENVIRONMENTAL PLAN REVIEW – LOCAL HOUSING AND EMPLOYMENT STRATEGY
(DEES: 22/16690)**

Executive Summary

The *Environmental Planning and Assessment Act 1979* (EP&A Act), requires all councils to periodically review their local environmental plans (LEPs) and determine if those LEPs should be amended following such a review. Council has resolved to undertake a review of its LEP and an update is provided in relation to the review.

Report

At the Council meeting held on 18 July 2022 a summary of the proposed steps and anticipated timeframes for completion of the LEP review was provided.

The initial step involved the preparation of a Profile and Issues Report by Habitat Planning, the consultants engaged by Council to assist in undertaking the LEP review followed by a Residential Land Use Study.

The Profile and Issues Report assists in establishing the baseline issues and position for Lockhart Shire and providing an understanding of the Lockhart Shire context from which future strategic work will be built upon.

Following the Councillor Workshop in October and subsequent community consultation sessions, Habitat Planning have now completed the draft Local Housing and Employment Strategy.

A Councillor workshop is planned prior to the December 2022 Council meeting to discuss the Strategy.

Integrated Planning and Reporting Reference

- C1: Our environmental practices are sustainable
- C2: Flora and fauna are protected across the Shire
- C3: Our open space and natural environment are protected for future generations
- D2: Our Planning and development controls work to attract new residents and investment.

Budget and Financial Aspects

Council has allocated \$62,000 (excluding GST) in its 2022/23 (\$42,000) and 2023/24 (\$20,000) budgets to complete the LEP review.

Attachment

- The Draft Local Housing and Employment Strategy has been separately distributed to Councillors.

Recommendation: That the draft Local Housing and Employment Strategy be placed on exhibition for public comment.

STRATEGIC DIRECTION E: Strong Leadership and Governance

4. INVESTMENT AND BANK BALANCES REPORT – NOVEMBER 2022

(DCCS: 22/16717)

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

Opening Combined Cashbook Balance			799,315.76
Add: Total Receipts			
	Rates	531,839.19	
	Debtors	18,729.75	
	Miscellaneous	47,033.30	
	Interest	18,583.39	
	Deft Transfer	260,000.00	
	Dept of Planning - FMP	116,550.00	
	Redemption of Investment	500,000.00	
	FAG 2nd Qtr	307,427.00	
	Pensioner Concession Subsidy	43,783.23	
	Roads to Recovery	298,454.00	
	Regional Youth Winter Break Grant	4,807.63	
	Sale of Plant	220,199.95	
	Industrial Land Holding Deposit	3,000.00	
			2,370,407.44
Less: Total Payments			2,022,653.29
	New Investments	0	
Closing Combined Cashbook Balance			<u>1,147,069.91</u>
Closing Bank Statement Balance	Bendigo Bank	983,043.71	
	Macquarie Bank	50,599.88	
	Bendigo Bank-Prichard Trust	31,701.26	
			1,065,344.85
Add: Outstanding Deposits			84,413.06
			1,149,757.91
Less: Outstanding Cheques			2,688.00
Closing Combined Cashbook Balance			<u>1,147,069.91</u>
	Interest Rate per	Amount	% of Total
Investments:	Annum	Invested	
Bank of Queensland	3.95	500,000.00	5.57
Bendigo	3.55	500,000.00	5.57
Bendigo	3.55	250,000.00	2.78
Bendigo	3.75	500,000.00	5.57
Bendigo	3.90	500,000.00	5.57
Bendigo	3.55	500,000.00	5.57
Bendigo	at call	79,595.83	0.89
Bendigo	2.85	400,000.00	4.45
Commonwealth	3.39	250,000.00	2.78
Commonwealth	3.74	500,000.00	5.57
Commonwealth	3.01	500,000.00	5.57
Commonwealth	3.39	500,000.00	5.57
Commonwealth	3.44	500,000.00	5.57
MACQUARIE BANK	3.60	500,000.00	5.57
MACQUARIE BANK	3.75	500,000.00	5.57
MACQUARIE BANK	2.30	500,000.00	5.57
NAB	3.72	500,000.00	5.57
NAB	3.50	500,000.00	5.57
NAB	3.55	500,000.00	5.57
NAB	3.46	500,000.00	5.57
		8,979,595.83	
			<u>AMOUNT</u>
General (PTD)	1490-3000-0000		-1,289,288.62
Combined Sewerage	8490-3000-0000		2,404,657.27
Trust Fund	9991-3000-0000		31,701.26
		1,147,069.91	<u>1,147,069.91</u>
	TOTAL FUNDS HELD ARE:		<u>10,126,665.74</u>

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Council's 2022/23 Operational Budget has forecast a total of \$39,750 income from interest on investments for General Fund & Sewer Fund combined. For the period July to November 2022, the average end of month balance of funds invested has been \$8.64 million and the average return on invested funds has been 3.47%. On these year to date figures, Council's budgeted income on investments will be achieved for the General Fund and Sewer Fund.

This will be monitored and if required adjusted at the next 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 November 2022 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

5. FEBRUARY 2023 COUNCIL MEETING DATE

(GM: 22/16763)

Executive Summary

Council is required to determine its voting delegate and other attendees to the Annual Conference of Local Government NSW (LGNSW).

Report

Local Government NSW (LGNSW) is convening a Summit on Monday, 20 February 2023 specifically dedicated to its rural and regional LGNSW members.

According to LGNSW the Rural and Regional Summit will be a crucial one-day event for mayors, councillors, general managers and senior council staff to come together to discuss the key issues affecting rural and regional communities in the lead up to the NSW State Election.

The Summit is being convened in response to councils raising major concerns over the ever-growing housing supply and affordability pressures as the housing crisis continues to impact communities across the state. This key issue will be at the forefront of the summit agenda. Other key topics will include:

- NSW Reconstruction Authority update
- Building Back Better - Roads and Infrastructure
- Rural Health, Mental Health and Resilience
- Rural and regional NSW - What do our communities really need?

The following day, 21 February 2022 the Country Mayors Association of NSW (CMA) will be presenting a "Meet the Leaders" political forum which will also be specifically dedicated to regional, rural and remote councils to them to hear from all leaders of political parties contesting the March 2023 election. The Forum will include:

- Leader's pitch
- Panel session

- Question and Answer session

However, the LGNSW the Rural and Regional Summit and the CMA's "Meet the Leaders" political forum clashes with the Council's February 2023 Council meeting.

As both the LGNSW Summit and the CMA "Meet the Leaders" Forum are specifically focused on rural and regional issues, including issues of concern expressed by Lockhart Shire, the matter is brought to Council's attention in the event that Council wishes to change the date of the February 2023 Council meeting to facilitate being represented at these events.

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.

Legislative Policy & Planning Implications

Clause 3.1 (c) of Council's Code of Meeting Practice states that "...The scheduled date and time of an ordinary council meeting may be changed by a resolution of council. Notice will be given to the public of any change to the scheduled date of an ordinary council meeting".

Budget & Financial Aspects

Provision has been made for delegates' expenses in the 2022/23 Budget.

Attachment

Nil.

Recommendation: That the date of the February 2023 ordinary Council meeting be changed to 5.00pm on Monday 13 February 2023 and that notice be given to the public of the change to the scheduled date.

6. REVIEW OF ORGANISATION STRUCTURE

(GM: 22/15921)

Executive Summary

Section 333 of the Local Government Act requires a council to review its organisation structure within 12 months of an ordinary election of the council. In accordance with section 333, a review of the organisation structure has been undertaken and some changes are recommended for Council's consideration.

Report

Council may review and re-determine the organisation structure at any time but must review it within 12 months of an ordinary election. The last ordinary election of Council was held in December 2021.

The current organisation structure comprises two directorates i.e. Corporate & Community Services and Engineering & Environmental Services. The current structure is the result of a review conducted in 2014 leading into the Fit for the Future process. A key action referred to in the Council Improvement Action Plan at the time was to "Reduce the number of Directors from 3 to 2" as one of a number of steps towards financial sustainability.

In accordance with section 333 of the Local Government Act a review of the organisation structure has been undertaken noting that the Council's operating environment has changed significantly since 2014 with the Shire now in a growth phase. The review was undertaken having regard to the following context:

Increased population growth and development activity

- The 2016 census signalled a reversal of the trend of population decline with the Shire recording a population increase for the first time in 45 years i.e. a 4.04% increase over the five-year period since the 2011 census, an average annual increase of 0.81%.
- The Shire's population of 3,319 as recorded in the most recent 2021 Census represents a 6.41% for the five-year Census period or an annual average population growth of 1.28%.
- Notably, the Department of Planning and Environment (DPE) has released its population projections and has forecast that Lockhart Shire's population will grow to approximately 4,500 by 2041 representing an average annual population growth of over 1.5%.

- According to DPE in the Lockhart Shire Local Government Area (LGA) births are exceeding deaths i.e. natural increase, and net migration is positive i.e. more people are moving to the LGA than are leaving it.
- There has been a notable increase in private investment in the Shire. After Stage 2 of the Lockhart Industrial Estate remained dormant following its development in 2015, since 2021 all lots in that Stage have either been sold or are subject to a holding deposit. Whereas Council has been the only developer of residential land in the past, enquiries are now being received for residential subdivisions from private developers.
- The number and value of development applications has increased from 59 in 2015/16 (valued at \$5,386,174) to 84 in 2021/22 (valued at \$13,994,845).

Council budget and government funding

- The positive population growth is expected to positively impact on some of Council's revenue sources. The Council's Financial Assistance Grant (FAG) is already trending upwards with the FAG increasing from \$3,571,355 in 2015/16 to \$4,195,709 in 2022/23. In the Quarterly Budget Review Statement presented to the last meeting of Council the following was noted in relation to the FAG:

"While Council's 2022-23 entitlement is \$4,195,709, Council will receive payments totalling \$4,297,799, being Council's entitlement plus the CPI & population adjustment. The overall total addition to Council's adopted Budget will be \$321,260."

- Revenue from development and subdivision applications, construction certificate applications and related fees has increased from \$35,000 in 2015/16 to \$102,000 in 2021/22.
- All councils have been the recipients of increased government funding in recent years, partly in response to the COVID-19 pandemic. Since the federal election in May 2022 the new government has recommitted to the continuation of the relatively new Local Roads and Community Infrastructure (LRCI) grant program introduced by the former government and has also alluded to more infrastructure funding being channelled through local government. In this regard the Prime Minister was recently quoted in the media as saying:

"A government that I lead will always deliver on infrastructure... We'll continue to work with state and territory governments and local government. I'll make this point well, that when it comes to regional funding, I believe if you want to know where my government will approach community infrastructure grants, it will be through local government."

Skill Shortages and Recruitment Challenges

- Many councils are experiencing difficulties in attracting skilled staff particularly in the building, planning and engineering professions.
- Lockhart Shire is no exception with a recent recruitment campaign to fill the vacancy of Manager Planning and Building Services not yielding any suitable applicants that met the criteria for the position.
- In October 2022 Council's Administration Officer – Planning completed her studies and now has a tertiary qualification in planning.
- Council previously established a part-time position of Project Officer in response to the significant increase in grant funding for sporting, recreational and community infrastructure but was unsuccessful in filling that position.

Having regard to all the circumstances outlined above the following changes to the organisation structure are proposed:

1. Elevate the vacant Manager Planning and Building Services position to Director Planning and Environment. This will mean reverting to a three-directorate structure.
Advertising the position at Director level will enhance Council's chances of recruiting a suitably qualified person. Based on Council's salary structure, the cost of replacing the Manager position with a Director level position is approximately \$40,000 pa.
2. Change the title of the Administration Officer – Planning to Development Assessment Officer with a regrading commensurate with the incumbent's qualifications. This change would have occurred irrespective of the current organisation structure review due to the completion of the incumbent's education and training.

3. Convert the vacant part-time/fixed term position of Project Officer to a permanent full-time position and enhance the position description to include responsibilities beyond the grant funded sporting, recreational and community infrastructure projects to include larger longer-term challenges the Council is facing due to its forecast growth e.g. sewerage treatment plant upgrades, landfill improvements etc.

It is proposed that the Project Officer will report to the Director Engineering who has tertiary qualifications in project management and who will take on responsibility for all project management. Depending on the nature of the grant funded project, the responsibility is currently spread across the organisation.

Converting the Project Officer position to a permanent full-time with greater responsibility will enhance Council's chances of recruiting a suitable person. Based on Council's salary structure, the cost of this change is approximately \$45,693 pa.

4. At the time of adopting the 2022/23 Budget Council endorsed the employment of a trainee to assist the Tourism and Economic Development Officer. The person recruited from the local community has performed remarkably well and has provided valuable assistance that belies their years. In view of the increased activity in this area it is recommended that the position and the person be retained following completion of the 12-month traineeship. This will mean that the position will no longer attract the government subsidy at a cost of \$25,000 to Council.
5. At the time of adopting the 2022/23 Budget Council also made provision for outsourcing the assessment of some development, construction certificate and related applications to assist with the increasing workload. This arrangement is also being relied upon whilst the position of Manager Planning and Building Services has remained vacant.

A copy of the proposed structure listing the areas of responsibility under the General Manager and the three directors is attached.

In accordance with the requirements of the Local Government (State) Award 2020 the proposed changes to the organisation restructure were referred to the Staff Consultative Committee.

Integrated Planning and Reporting Reference

E1: Meet all governance and regulatory requirements in the conduct of council's operation.

E1: Plan for the long-term sustainability of the Shire.

E1: Attract and retain a quality workforce

Legislative Policy & Planning Implications

Section 332 of the Local Government Act states that:

- 1) A council must, after consulting the general manager, determine the following:
 - a) the senior staff positions within the organisation structure of the council
 - b) the roles and reporting lines (for other senior staff) of holders of senior staff positions
 - c) the resources to be allocated towards the employment of staff
- 2) The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council
- 3) The positions within the organisation structure of the council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council

Section 333 provides that the organisation structure may be re-determined from time to time and that the council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.

Pursuant to section 377 of the Act Council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council

Budget & Financial Aspects

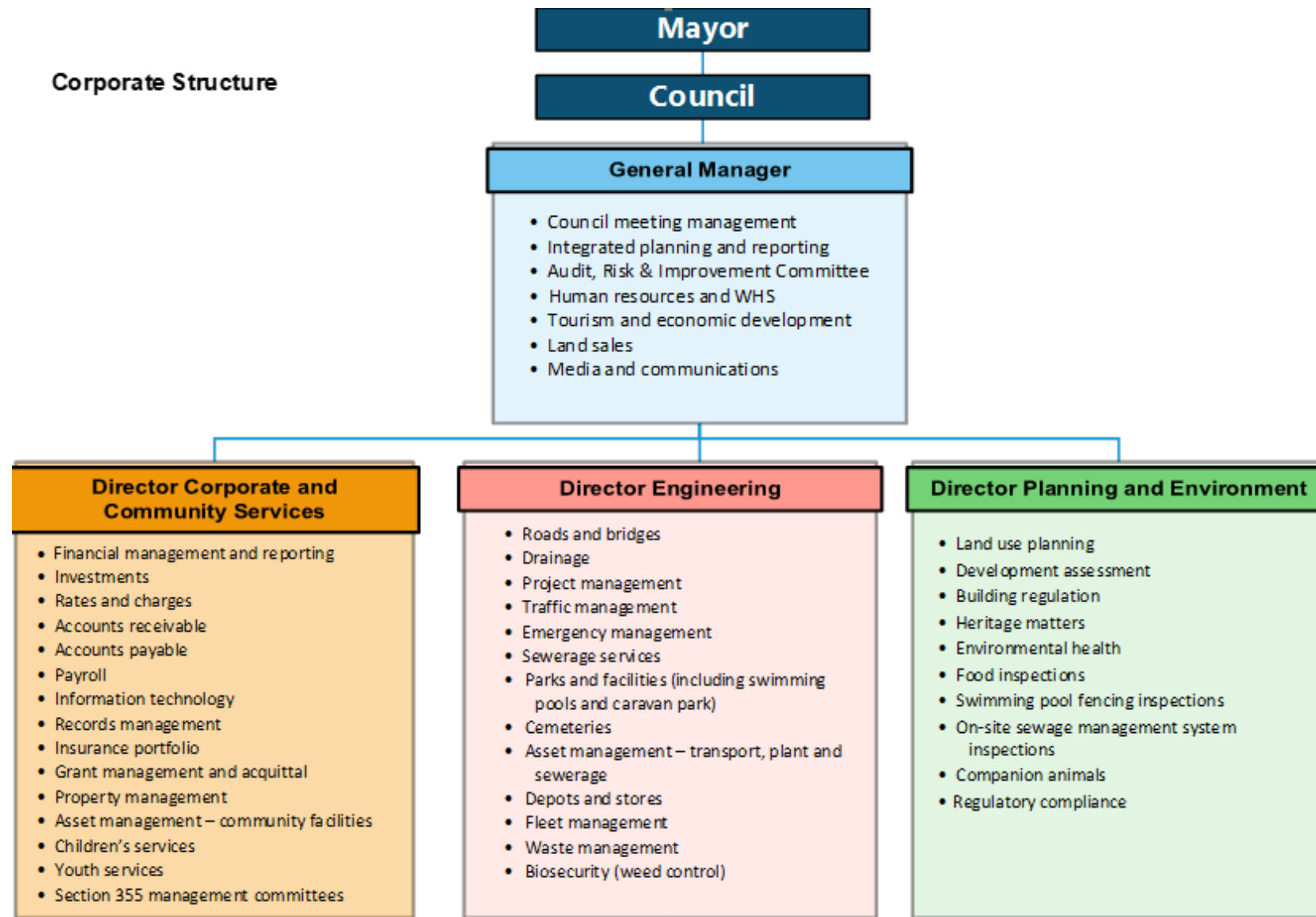
The additional cost of the changes outlined in this report to the annual budget is estimated to be \$110,000. Subject to filling the vacancies referred to in this report the budgetary changes will be reported to Council as part of the Quarterly Budget Review Statement as at 31 March 2022.

Attachments

- Organisation structure listing the areas of responsibility under the General Manager and three directors.

Recommendation: That, subject to the successful recruitment of a Director Planning and Environment, Council adopts the three-directorate organisation structure based on the distribution of functions as shown in the attached organisation chart.

Item 6: Attachment – Organisational Structure



7. OPERATIONAL PLAN BUDGET – PLANT & VEHICLE REPLACEMENT PROGRAM
(DCCS/DEES: 22/16615)

Executive Summary

The purpose of this report is to present to Council and seek approval for amendments to the current timeline for Council's Plant and Vehicle Replacement Program and to enable purchase of sustainable vehicles.

Report

Plant and Vehicle Replacement Program

In the normal course of the budget timeline, Council's Plant and Vehicle Replacement Program forms part of Council's annual Operational Plan Budget, which is normally adopted at the June Council meeting each year for the upcoming financial year. This provides Council officers the authority to purchase plant and vehicles as per the schedule that forms part of the Operational Plan Budget.

With the current supply delay of up to 6 months or more for many vehicles and plant, authority is being sought for the 2023/24 Plant and Vehicle Replacement Program, as attached, to be adopted to provide the Director Engineering & Environmental Services the authority to order vehicles and plant to better manage and enable a delivery timeframe in July/August 2023.

If the current practice is maintained in the current marketplace Council runs the risk of vehicles and plant not becoming available until over halfway through next financial year. The Plant and Vehicle Replacement Program is developed to maximise a plants useful life and minimise plant breakdown and the associated down time and repair costs.

Sustainable Vehicles

The Federal Government in November 2022 passed the Treasury Laws Amendment (Electric Car Discount) Bill 2022.

This Bill amends the Fringe Benefits Tax (FBT) Assessment Act 1986 to exempt from fringe benefits tax the use, or availability for use, of cars made available by employers to current employees that are zero or low emissions vehicles with a value, at first retail sale, below the luxury car tax threshold for fuel efficient vehicles.

The zero or low emissions vehicles must be either EV (electric vehicle) or PHEV (plug-in hybrid electric vehicle) to meet the exemption from FBT.

Currently Council policy 2.13 Light Motor Vehicles provides, Council will replace light motor vehicles as follows:

- Vehicles using petrol at 80,000 kilometres
- Vehicles using diesel at 100,000 kilometres

It is proposed that a Council officer who has private use of a motor vehicle be able to submit a request to the Director Engineering & Environmental Services to purchase a sustainable vehicle that meets the FBT exempt criteria before their motor vehicle achieves the kilometre thresholds detailed above.

This will further enhance Council's sustainability and generate budget savings through a reduction in Council's FBT liability.

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.

E1: Plan for the long-term sustainability of the Shire.

Legislative Policy & Planning Implications

A strategic amendment to the Integrated Planning & Reporting Guidelines to allow Council to more effectively and sustainably manage its plant and plant replacement program in the current marketplace.

Budget & Financial Aspects

1. Plant and Vehicle Replacement Program 2023/24 – no budget implications to the 2022/23 Budget, as it is planned for delivery and payment of vehicles in next financial year, which the replacement program relates to.

2. Sustainable Vehicle – Budget impact would be minimal and any impact will be reflected in the next Quarterly Budget Review, proceeding any sale and purchase of a sustainable vehicle(s).

Attachments

- Plant Replacement Program 2023/24.

Recommendation: That Council:

- a) Adopt the Plant and Vehicle Replacement Program for 2023/24 and authorise the Director Engineering & Environmental Services to order plant and vehicles for a July/August 2023 delivery, and
- b) Authorise the Director Engineering & Environmental Services to approve and purchase vehicle(s) that meet the Fringe Benefits Tax exemption for a sustainable vehicle, prior to the vehicle(s) being replaced meeting the kilometre thresholds as per Policy 2.13 Light Motor Vehicles, and that the policy be amended accordingly.

QUESTIONS AND STATEMENTS

CLOSED SESSION

Agenda

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.

8. **AUSTRALIA DAY AWARDS 2023** (GM: 22/13438)
9. **OPPORTUNITY TO PURCHASE COMMERCIAL PROPERTY** (GM: 22/16205)
10. **THE ROCK MEDICAL CENTRE – LEASE RENEWAL** (DCCS: 22/16605)