



BUSINESS PAPER

**of the
Ordinary Meeting
Held
18 December 2017**

**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

The Council's Guiding Principles

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

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

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

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

Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

(Section 8A Local Government Act, 1993)

File Ref: PV:LA:C70-005

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13 December 2017

The Mayor and Councillors
Lockhart Shire Council
65 Green Street
LOCKHART NSW 2656

Dear Councillors

I wish to advise that the Ordinary Monthly Meeting of Lockhart Shire Council will be held at the Council Chambers, Green Street, Lockhart on **Monday, 18 December 2017** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Peter Veneris', written in a cursive style.

Peter Veneris
GENERAL MANAGER

Order of Business

Opening with a Prayer	
Apologies	
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Staff Reports	
A. <u>A Connected and Resilient Community</u>	
Nil.	
B. <u>A Dynamic and Prosperous Economy</u>	
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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.

Resumption of Open Council Page 54

Mayoral Minute

Nil.

Mayoral Report

Nil.

Urgent Matters

Nil.

Notice of Motion

Nil.

Committee Reports

Nil.

Delegates' Reports

DELEGATES REPORT FOR THE LGNSW ANNUAL CONFERENCE – 4-6 DECEMBER 2017

I attended the Local Government NSW Annual Conference in Sydney from 4-6 December 2017 together with the General Manager, Peter Veneris.

The Minister for Local Government, The Hon Gabrielle Upton MP, addressed the Conference noting that:

- The Local Government reform of past few years is over. There will not be any forced mergers.
- A new Draft Code of Meeting Practice is to be released for consultation. Councils will have until March 2018 to comment on the Draft Code.
- Draft Councillor Induction and Professional Development Guidelines are to be released for consultation. Councils will have until March 2018 to comment on the Draft Guidelines.
- Reference was made to the recently released legislation regarding Joint Organisations (JOs) of Councils and Councils were invited to consider the formation of JO's.

The Shadow Minister for Local Government, The Hon Peter Primrose MLC, also addressed the Conference noting that:

- No forced mergers is now binding Labor Party policy.
- He has sought the release of the KPMG report used by the Government to justify Council mergers and is expecting a decision on his GIPA application soon. He maintains that the Government is fighting the release of the report because it contains information of councils still targeted for merger in the future.
- Labour Party policy is to support a full, open and transparent review of local government finances including a review of rate pegging legislation and local government revenue sources.

The Conference was also addressed by The Acting Premier, The Hon Barilaro MP, and the Minister for Roads Maritime and Freight, The Hon Melinda Pavey MP.

89 motions were debated and voted on. Some motions were of greater relevance to Lockhart Shire than others. Motions debated included advocating for:

- A review of how Financial Assistance Grants are distributed including a reduction in the minimum 30% of the funding pool being distributed on a per capita basis (motion carried).
- Making it mandatory that councils make superannuation payments to mayors and councillors (motion carried).
- A reduction in the pre-poll voting period to one week, Saturday to Friday excluding Sunday of the week before Election Day (motion carried).
- A binding referendum being required before local government areas can be amalgamated (motion carried).
- RFS and SES assets to be removed from Council asset registers and responsibility be taken back by the RFS and SES (motion carried).
- A minimum increase in the rate peg amount of 3% per annum (motion lost).
- That capped IPART rate increases never fall below wage increase rates and Consumer Price Index (CPI) again (motion carried).
- Providing effective powers for councils to take action against unhealthy levels of wood smoke pollution (motion withdrawn).

Cr Ian Marston

Recommendation: That the delegates reports be received.

Notes:

Status Report/Précis of Correspondence Issued

Status Report: Council Resolutions and Tasks to be finalised

Res. No:	Officer to Action	Info	Action Taken
Ordinary Council Meeting held 20 November 2017			
307/17	DCCS	Closed Agenda – Council Houses a) 6 Drummond St – proceed to rent property after it becomes vacant. If not rented by 31 July 2018, proceed to review options for property. b) 13 Rockliff Crt – Proceed to rent property.	Completed - presented at Nov-17 Council Meeting.
306/17	DEES	Closed Agenda – Tender – Flood Mitigation Construction Works – Lockhart a) Award Contract for 'Lockhart Flood Mitigation Works: Government Dam Upgrade/Levee Construction to Scott Newbery Earthmoving Pty Ltd for \$469,095.00 (incl. GST), subject to confirmation of approval and revised funding from OEH; and b) Authorise GM and DEES to sign Contract & PO.	Currently waiting for final OEH approval.
304/17	GM	Council Meeting – February 2018 Council meeting scheduled to be held on 19 Feb be brought forward to 5 Feb 2018.	Notice of revised date of the February 2018 Council meeting to be given in the Council Newsletter and the Eastern Riverina Chronicle in January 2018.
303/17	GM	Office Closure – Christmas/New Year Period Council's office to close from 4.00pm, Fri, 22 Dec to Mon, 1 January 2018 and reopen for business on Tues, 2 Jan 2018 in accordance with industrial arrangements	Notice of office closure placed on Council's website and at entrance to the Council office. Complete.
302/17	GM	Request to Waive Fees – Use of the Old Railway Station Building by Lockhart Central School Council to waive the hire fee of \$390.00 for the use of the old Railway Station building Lockhart for the 2017 HSC exams.	Lockhart central School advised of council's decision to waive fees. Complete.
301/17	GM	Code of Conduct Statistics – Annual Report a) Council note that for the reporting period 1 Oct 2016 to 30 Sept 2017 there were no complaints made under Council's Code of Conduct; and b) The information be forwarded to the Office of Local Government.	Code of Conduct statistics forwarded to Office of Local Government as required. Complete.
300/17	GM	Draft Model Code of Conduct – Consultation Draft Council make a submission on the basis that Councillors not be held to a higher standard than our elected representatives.	Submission forwarded to Office of Local Government. Complete.
299/17	GM	2016-17 Annual Report GM authorised to forward a copy of the endorsed 2016-17 Annual Report to the Minister for Local Government.	Annual Report uploaded onto Council's website and forwarded to the office of local Government. Complete.
298/17	DCCS DEES	Quarterly Budget Review – September 2017 a) Adopt adjustments in income, expenditure and reserves in the Sept 2017 Quarterly Budget Review b) Bring report to February 2018 Council Meeting on borrowing requirements c) Develop a town beautification masterplan, including costings, for the Shire.	a) Completed. b) Ongoing.

297/17	DCCS	Presentation of Council's Audited Statements – 2016/17 Endorse the Audited Financial Statements and Auditor's Report for the year ended 30 June 2017 as presented, which will be included in Council's 2017 Annual Report.	Audited Financial Statements incorporated into Annual Report. Completed.
295/17	MES	Fees for Microchipping Council to adopt the proposed new fee of \$35.00 for microchipping of companion animals.	Microchipping implemented. Complete.
294/17	MES	On-Site Sewerage Management Inspection Program a) Endorse proposed new fee for inspection on on-site sewerage management systems for public exhibition, and consider any submissions received before formal adoption of the fee, and b) Endorse on-site sewerage management inspection program for the Lockhart Shire.	Currently on public exhibition.
293/17	MES	Low Pressure Sewer System Policy Place the "Draft Low Pressure Sewer System Policy" on public exhibition for a period of not less than 28 days, and consider any submissions prior to formal adoption.	Currently on public exhibition.
291/17	DEES	Voluntary Purchase Scheme – Lease of Land a) Lease land at 34 and 38 Day St, The Rock for purpose of grazing of animals, and b) Advertise for EOI in Council's newsletter.	Currently advised in Council newsletter. Further report to February 2018 meeting.
290/17	GM	Request for Authorisation to Execute Documentation under Council's Seal – Sale of 6 Bond St, Lockhart Authority granted for Transfer relating to sale of 6 Bond St, Lockhart being Lot 7 DP1143991 to be executed under Council's seal.	Transfer executed under seal and returned to Council's solicitor. Sale completed on 12/12/17. Complete
286/17	DEES	Container Deposit Scheme (CDS) a) Endorsed not to participate in CDS as currently proposed by TOMRA-Cleanaway, and b) Another report be brought to Council as further information comes to hand.	No further action at this stage. Complete.
283/17	GM	Lockhart Shire 2017 Business Survey a) Make survey results available on-line b) Use survey outcomes to assist future strategic decision making in Delivery Programs and budget priorities.	Information noted. Complete.
282/17	MES	Request to Refund/Waive Fees Payable to Council a) Council agreed to refund the DA fee paid by the Osborne Recreation Ground Committee, and b) Cost of the financial assistance to be met from Council's 2017/18 Section 356 Contributions budget.	Fees refunded. Complete.
281/17	GM	Australia Day Awards 2018 a) Osborne Recreation Ground Management Committee endorsed to host the 2018 Australia Day celebrations; b) Composition of the Australia Day Awards Committee for 2018 Awards again to be Crs Driscoll, Schirmer and Sharp.	Australia Day Awards Committee meeting held. Committee recommendations referred to December 2017 Council meeting. Complete.

Ordinary Council Meeting held 16 October 2017			
267/17	GM/ DEES	<p>Closed Agenda – Tender – Spray Sealing</p> <p>a) Downer EDI Works Pty Ltd to be awarded spray sealing contract for 2017/18; and</p> <p>b) General Manager and Director Engineering & Environmental Services authorised to execute Purchase Order and Contract.</p>	<p>GHSC advised of Council's decision. Awaiting formal conformation from GHSC. Letter of award issued to Contractor. Sealing schedule being compiled. Purchase orders to be raised as required. Complete.</p>
266/17	DEES	<p>Closed Agenda – Tender – Waste Contract</p> <p>a) Contract for 'Domestic Garbage, Recyclables & Organics Collection & Transport Service' to be awarded to Cleanaway, adjusted for two bin collection service for an interim 6-month period as required; Contract to be 7 years – 2 April 2018 to 2 April 2025, renewable annually thereafter by mutual consent for up to three by one-year agreements; and</p> <p>b) General Manager and Director of Engineering & Environmental Services authorised to sign Contract and Purchase Orders; and</p> <p>c) Council to make application for grant funding to supply FOGO bins and kitchen caddy's; and</p> <p>d) Undertake resident education program on 3-bin system and FOGO collection; and</p> <p>e) Staff authorised to enter into negotiations with Kurrajong Waratah to continue with Recyclables processing on behalf of Lockhart Shire Council.</p>	<p>(a) & (b) Letter issued to Cleanaway. Contracts prepared.</p> <p>(c) & (d) Council engaging consultant to assist with grant application</p> <p>(e) Council met with Kurrajong Waratah. Negotiations progressing well, waiting on CDS information before can finalise agreement.</p>
246/17	DEES	<p>Renewable Energy Project Lockhart</p> <p>Council:</p> <p>a) Supports the project in principal; and</p> <p>b) Enters into 'Memorandum of Understanding' with Better Energy Technology to further investigate the proposal; and</p> <p>c) Assist with grant funding applications with ARENA as well as Federal & NSW Government agencies applicable to the project; and</p> <p>d) Undertakes community consultation in a form and time that is applicable; and</p> <p>e) Further report be brought to Council as new information becomes available.</p>	<p>Public information sessions held on 21/11/2017 as scheduled.</p> <p>In principle agreement currently being drafted between Council and Better Energy Technology regarding lease of Council land for project infrastructure.</p> <p>Public meetings very successful. Working with BET on submissions.</p>

Ordinary Council Meeting held 18 September 2017			
222/17	DEES	<p>Regional Growth Fund Council to:</p> <p>a) Make application under “Stronger Country Communities” fund of up to \$2M for swimming pool upgrades at Lockhart and The Rock; and</p> <p>b) Make application under “Growing Local Economies” fund of up to \$1M for repairs/upgrades to bridges and culverts to allow HML access.</p>	<p>(a) “Stronger Country Communities” application for pools submitted prior to closing date of 18 October 2017. Hopefully will hear some news in March 2018. Consideration of going to tender for Lockhart pool in the mean-time.</p> <p>(b) “Growing Local Economies” application to be submitted after pool application submitted. As Council has received funding for the bridges under FCR, no longer require to submit application.</p>
221/17	DEES	<p>Request for Road Name Change</p> <p>a) Council does not support the road name change</p> <p>b) Add ‘Bourke’ to list of potential new road and parks names; and</p> <p>c) DEES to write back to applicant informing them of Council’s decision DEES will contact LLS regarding reinstatement of signage at Bourkes Reserve.</p>	<p>Letter written to applicant as well as LLS, with no response as yet.</p> <p>LLS has provided new sign for the Reserve. Council to install.</p>
209/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Internet Coverage Subject to SWWC proposal for provision of reliable fast speed internet to Lockhart Shire being relevant to the assessment criteria for “Connecting Country Communities: grants program, Council to submit grant application under that program.</p>	<p>Funding round opens late 2017, date to be advised.</p>
Ordinary Council Meeting held 21 August 2017			
195/17	MES	<p>Development Application – Consolidation of Lots 33-39 Urana St, Lockhart Council to:</p> <p>a) Grant consent for Council staff to approve the Development Application under delegation; and</p> <p>b) Refund the development application fees paid by the applicant, as prescribed by Policy 2.36 – Refund of Fees to Community Organisations; and</p> <p>c) Agree to cover costs of the consolidation, including payment of solicitor’s fees and costs for registration of deposited plans.</p>	<p>Staff have commenced with consolidation works. Letter issued to Historical Society.</p> <p>DA approved and plans gone to solicitor for registration with LPI.</p>
181/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Lockhart Railway Station Addition time to be given to source an alternative use/tenant for the Lockhart Railway Station building.</p>	<p>In progress.</p>
Ordinary Council Meeting held 17 July 2017			
159/17	DCCS	<p>Public Toilet Facilities</p> <p>a) Install paper towel and soap dispensers, and bins where required in Council’s public toilets,</p> <p>b) Conduct a review in 12 months’ time.</p>	<p>Quotes being sourced from suppliers. Order placed. Installation completed.</p>

Ordinary Council Meeting held 19 June 2017			
129/17	TEDO	Minutes of the Tourism/Economic Development Steering Committee Meeting – Wall of Fame Walk of Fame project to be undertaken.	In progress.
Ordinary Council Meeting held 15 May 2017			
115/17	GM	Councillor Professional Development Councillors to nominate any professional development they would like to undertake to assist in the development of a Professional Development Program for Councillors for 2017/18.	Training and Development opportunities distributed to Councillors as they arise. Draft Councillor Professional Development Guidelines recently released for consultation to be tabled at February 2018 council meeting.
108/17	GM	Council's Application for a Special Rate Variation – IPART Determination Council to make personal and written representations regarding its experience with the FFTF and SRV process and also redouble its efforts to secure grant funding for the nominated projects and in particular the Lockhart and The Rock swimming pools.	Representations being made with the focus on securing funding for the swimming pool refurbishments. Application for funding has been lodged under the Stronger Country Communities Fund.
101/17	DEES	Bridge Assessment Reports a) Council to apply for grand funding in next rounds of Fixing Country Roads (State), and/or Bridges Renewal programme (Federal) and/or Heavy Vehicle Safety and Productivity Programme (Federal); and b) A programme of repair works to upgrade the structures to HML to be put in place, subject to funding applications.	Fixing Country Roads grant applications closed 1/9/2017. Also see report to October meeting on Green Street culvert system. Council has received funding through FCR. Works to be organised to commence in the New Year. Complete.
Ordinary Council Meeting held 18 April 2017			
73/17	GM	Acknowledgement of Saggars Family Contribution Council to install a new seat, with an appropriately worded plaque, on the corner of Green & Matthews St's, in recognition of the contribution that the Saggars Family has made to the community.	Contact has been made with Mr Gordon Saggars, both verbally and in writing. Mr Saggars supports and appreciates Council's initiative. The following wording for the plaque has been agreed with Mr Saggars: - <i>"In recognition of the significant contribution made by the Saggars family to the Lockhart District in providing 70 years of continuous dental services to its residents."</i> Seat and plaque ordered. Waiting on seat still as special order to match existing style in the main street.

72/17	DEES	Caravan Parks a) Information noted pending a furthermore detailed report b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and c) Expressions of Interest (EOI) be invited for Management of the Lockhart Caravan Park for 1 July 2017 to 30 June 2018 with option of 2 x 12 month extensions on mutual agreement.	More detailed report to be presented at a future Council meeting. Items (b) & (c) are complete. Staff currently compiling information to put together further report.
Ordinary Council Meeting held 20 March 2017			
33/17	TEDO	Minutes of the Tourism/Economic Steering Committee Meeting – Shire Signs Designs for the Shire signs to be investigated.	Dependent on budget. Nil progress
Ordinary Council Meeting held 6 February 2017			
5/17	GM	Coffee Shop Proposal Council to invite Mandy Strong, Liz Lane and Susan Gooden to meet with Mayor and GM to discuss the proposal of a coffee shop in the former Billabong Motors building adjacent to the Green Gunyah Museum.	Meeting held on 1 March 2017. Discussions continuing with Council's Manager Environmental Services regarding regulatory requirements.
Ordinary Council Meeting held 21 November 2016			
315/16	GM/ TEDO	Australian Kelpie Hall of Fame a) Greens Gunyah Museum be requested to develop and provide a long-term business plan to Council, outlining future developments and how they will be funded, and b) The item be brought back to Council for further discussion in the 2017/18 FY.	Lockhart & District Historical Society have developed a strategic plan and are working on extending this into a business plan.
Ordinary Council Meeting held 19 September 2016			
241/16	TEDO	Minutes of Tourism/Economic Development Steering Committee - Town Visitor Information Boards New town visitor information boards to be designed and installed in The Rock and Lockhart.	In progress
Ordinary Council Meeting held 16 May 2016			
109/16	DCCS	Old Lockhart Railway Station Building 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.	Ongoing. No potential tenants have enquired. Promoting venue as a regional meeting site. Very little activity to date.
Ordinary Council Meeting held 17 November 2014			
328/14	DCCS	Request for Financial Assistance – The Rock Men's Shed a) Suitable lease conditions be negotiated between Council and The Rock Men's Shed.	Lease has been finalised. Complete. Completed.
Ordinary Council Meeting held 14 October 2014			
294/14	DCCS	Report of Section 355 Committees - Finances Council to endeavour to meet with all 355 Committees & Pleasant Hills Community Hotel to work with them to understand their costs and future projects	Plan being developed with correspondence to be sent. Revised policy adopted by Council. Procedure Manual has been developed. Meetings currently being arranged with Section 355 Committees to present revised Policy and Procedure Manual.

Ordinary Council Meeting held 20 November 2017 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Sharp – Thank You re. Shippard's Ln, Yerong Creek – Thanked Council staff for quick resolution re. gravel pit on Shippard's Ln, Yerong Creek.	DEES will pass thanks on to staff. Complete.
	DEES	Cr Douglas – Media Release dated 7 Nov 2017 by Kim Schultz, LSC Road Safety Officer – sought some clarification of captured data.	DEES explained the statistics and that staff just presented the information obtained by the traffic counters. The message is about road safety and not necessarily the actual speeds recorded. Further monitoring will occur in due course. Complete.
	GM	Cr Marston – Potential Purchase of Land for Development – 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.	A report is being prepared for consideration at a forthcoming Council meeting.
	GM	Cr Driscoll – Land Sales in Lockhart – Enquired re. land sales in Lockhart and suggested combining lots in Green Street West to create larger blocks.	A report is being prepared for consideration at a forthcoming Council meeting.
	GM	Cr Verdon – Police Presence in the Shire – Advised that at recent Police & Community Consultation meeting local police advised they have been required to spend more time in Wagga Wagga and Cr Verdon requested that this be taken up with the local Superintendent.	Written representations have been made to the Superintendent of Police. Complete.
	DEES	Cr Verdon – New Compliance Officer – Enquired as to the activities of the new Compliance Officer?	DEES advised new Compliance Officer is going well, with a current focus on companion animals and unkept properties. An update will be reported to the February 2018 meeting on progress of the Compliance Officer.
	DEES	Cr Verdon – Back Lane behind IGA and Hall, The Rock – Advised this lane requires some maintenance.	DEES advised he will investigate and take appropriate action. DEES has inspected the laneway and has arranged remedial works to be undertaken shortly.
	Ordinary Council Meeting held 16 October 2017 – Councillor Questions & Statements		
Councillor's Questions	DEES	Cr Sharp – Mowing of Nature Strips in Pleasant Hills – Thanked Council staff for mowing of village at short notice last week.	DEES will pass thanks on to staff. Complete.
	DEES	Cr Sharp – Residents Mowing Nature Strips – Enquired if residents could mow nature strips in the Pleasant Hills village area in between Council mows?	DEES advised that this is permissible and would be greatly appreciated. Complete.

Councillor's Questions	DEES	Cr Douglas – Lockhart Industrial Park – Enquired if trees could be planted on southern side of the Lockhart Industrial Park as a screen?	DEES will investigate and advise.
	DEES	Cr Rockliff – Overhanging Sidewalk Trees – Advised he had received complaints regarding overhanging trees along footpath on northern side of Green St, between O'Connell & Day Sts.	DEES advised he had also received complaints & had inspected the area with one tree needing trimming, and that this will be attended to in due course. Offending tree has been trimmed. Complete.
Ordinary Council Meeting held 18 September 2017 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Marston – Drainage Wash Outs, Emily St to Semmlers Ln, The Rock – Cr Marston advised of complaints received.	DEES advised he will investigate and take appropriate action. Nil progress to-date.
	DEES	Cr Marston – Follow Up – Condition of Back Lanes in The Rock – Enquired as to progress on work to tidy up some back lanes in The Rock due to recent Riverina Water works.	DEES advised RWCC has issued works order to Council and staff were still waiting for lanes to dry sufficiently for works to be undertaken. Contractor on standby for when conditions suit. Was scheduled for week 9 th October 2017. Works have commenced. Lanes have been left in very poor state and trenches not backfilled correctly. Works have commenced with most lanes now been tidied up. Complete.
Ordinary Council Meeting held 21 August 2017 – Councillor Questions & Statements			
Councillor's Questions	DCCS	Cr Douglas – Long Day Care in Lockhart – Enquired about the current status of the provision of long day care facilities in Lockhart?	DCCS to provide a preliminary report at a future meeting of Council. Arranging meetings with both Lockhart primary schools to gather information. Refer item xx, report to Council Completed.
Ordinary Council Meeting held 17 July 2017 – Councillor Questions & Statements			
Councillor's Questions	MAYOR	Cr Driscoll – Fit For the Future Process – Enquired as to where Council was up to regarding the FFTF process and ensuring we comply with our Action Plan.	The Mayor advised we are working on external contracting and other options regarding expanding the Shire's scale and capacity.
	COUNCILLORS	Cr Schirmer – Councillor Relaxed Visits throughout Shire – Thanked Councillors who attended recent Friday night at the Pleasant Hills Pub and advised the visit was well received by the locals with positive feedback being given.	The next Councillor visit will be at Osborne Football Club training on a Thurs night, followed by a Friday fish & chips night at Yerong Creek.
Ordinary Council Meeting held 19 June 2017 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Sharp – Culvert Cleaning – Enquired if there is a schedule for culvert cleaning throughout the Shire?	DEES advised he is aware of the issue and action is taken when resourcing permits. Staff currently preparing a drainage maintenance schedule.

Ordinary Council Meeting held 15 May 2017 – Councillor Questions & Statements			
Council lor's Questio ns	DEES	Free Camping Site at The Rock – Advised The Rock free camping site currently has a long-term occupier and enquired as to whether signage could be installed to advise that the site is short-term only?	DEES advised he will install appropriate signage following the current review of all caravan park/camping sites in the Shire.
Ordinary Council Meeting held 18 April 2017 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Verdon – Song Written by Former Grader Operator Mr Keith Ball – Enquired as to whether Council had a copy of the song about working on Council and if not, could a copy be obtained for historical purposes?	DEES advised he is not aware of the song and will contact the Funeral Director. Staff have spoken with family, a copy to be forwarded to Council in due course.
Ordinary Council Meeting Held 16 November 2015 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Morgan – Funding Application for Brookdale Hill Blackspot Enquired if Council has received any news on this funding application?	<p>DEES advised that no news has been received to date.</p> <p>Application has been unsuccessful at Federal level, currently being assessed at State level.</p> <p>Council currently undertaking design works for the intersections.</p> <p>Design work complete. Currently investigating services relocations required.</p> <p>Project surveyed and working with Telstra regarding relocation of service. Order given to Telstra.</p> <p>Telstra cables have been relocated. Works to commence shortly on site.</p> <p>Council still waiting on funding under RRRP for 2017/18 to be confirmed from RMS.</p>

18 December 2017 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
17/11/17 (e-mailed)	ALGA News Editor	ALGA News 17 November 2017	A75-005
20/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #45 – 17 November 2017	S20-007
20/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
27/11/17 (e-mailed)	ALGA News Editor	ALGA News 24 November 2017	A75-005
27/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #46 – 24 November 2017	S20-007
27/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
01/12/2017 (e-mailed)	David Webb, Director Engineering & Environmental Services	Companion Animal Compliance Check (doorknock) in the Lockhart Shire	D25-005
01/12/17 (e-mailed)	David Webb, Director Engineering & Environmental Services	Fixing Country Roads Funding Announcement – Council’s application under Fixing Country Roads Program towards upgrade of bridges in the Shire was successful	G10-005
04/12/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #47 – 1 December 2017	S20-007
04/12/17 (e-mailed)	ALGA News Editor	ALGA News 1 December 2017	A75-005
04/12/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
12/12/17 (e-mailed)	ALGA News Editor	ALGA News 8 December 2017	A75-005
12/12/17 (e-mailed)	LGNSW	LGNSW Weekly #48 - 8 December 2017	S20-007
12/12/17 (e-mailed)	LGNSW	Message from LGNSW	S20-007
12/12/17 (e-mailed)	Donna Rygate, LGNSW	LGNSW Board Election Results	S20-005

Recommendation: That the information be noted.

Notes:

Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

Nil.

STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

1. THE ROCK TO BOREE CREEK RAIL LINE

(GM/R05-005)

Executive Summary

Council's application for the upgrade of the Boree Creek to The Rock rail line under the Fixing Country Rail Program has been unsuccessful.

Report

At the Council meeting held on 6 February 2017 it was resolved that Council:

- a) *“Fully supports the upgrading of The Rock to Boree Creek rail line to heavy rail to enable the more efficient and cost effective use of rail infrastructure.*
- b) *At the appropriate time submit a submission to Transport NSW outlining the benefits of the upgrade.”*

At a subsequent Council meeting held on 19 June 2017 it was further resolved that Council submit a proposal for the upgrade of The Rock to Boree Creek Rail Line to Transport for NSW under the Fixing Country Rail Program.

Advice has now been received that Council's application has been unsuccessful. It is understood that Round 1 of the Program attracted 48 applications for projects valued at \$550 million. An amount of \$150 million was available under this Round. It is understood that Council will have the opportunity to resubmit the project proposal when Round 2 of the program is announced sometime next year.

Anyone can submit a Fixing Country Rail project proposal but funding can only be awarded to rail infrastructure owners and managers.

Integrated Planning and Reporting Reference

- B1 – Improve services and infrastructure that supports our rural businesses.
- B1 – Lobby to increase the use of rail for agricultural transportation.

Legislative Policy & Planning Implications

Not applicable.

Budget & Financial Aspects

Not applicable. Funding under the Fixing Country Rail Program can only be awarded to rail infrastructure owners and managers.

Attachments

Nil.

Recommendation: That the outcome of Council's application under the Fixing Country Rail Program for the upgrade of the Boree Creek to The Rock rail line be noted.

Notes:

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

2. BIOSECURITY AND ENVIRONMENTAL REPORT

(DEES/N10-025)

Executive Summary

Monthly report on priority weeds and environmental matters.

Report

Weeds

Property Inspections

The majority of inspections were carried out on residential properties, targeted for the analysis and effectiveness of the implementation of control methods or lack thereof.

The weed most commonly found was Bridal Creeper (*Asparagus asparagoides*).

Other weeds found in lower frequency were St John's Wort (*Hypericum perforatum*), Blackberry (*Rubus fruticosus* species aggregate), Privet (*Ligustrum* sp.), and Asparagus weed (*Asparagus* sp.).

No. 1 st Inspections	No. Re- inspections required	No.2 nd Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No. 3 rd Inspections
0	0	10	0	0	0

Spray Program

Priority for spraying has been given to the control of all weeds on the shoulders of roads with high traffic volume in preparation for the oncoming fire hazard season, particularly in those areas containing resistant annual ryegrass. Spot spraying of Horehound (*Marrubium vulgare*) and St John's Wort (*Hypericum perforatum*) also occurred.

Biosecurity Act 2015 Legal Training

Council's Environmental Officer attended Legal Training Stage 3 in Canberra. This training provided essential detail in the creation and delivery of a biosecurity direction; preparation and conduct of an interview of an alleged suspect; preparation and completion of an investigation; development of a statement and collection of evidence; and preparation and response to cross-examination in court.

Travelling Stock Routes and Reserves

Correspondence between Council's Environmental Officer and Local Land Services' staff has occurred through November in relation to travelling stock migrating through the shire, including details such as the direction and shires that the stock have travelled from, the presence of priority weeds on roads designated for stock movement, the areas that have been recently spraying on the roadsides, and the chemicals that were used. This correspondence is essential to prevent the accidental translocation of priority weed seeds, protection of sensitive native vegetation, animal health and avoidance of contaminated meat, and consideration for the property owners and road users.

Pests

Common White Snail

Inspection of Fairview Lane occurred on 20 November 2017. Only five live common white snails were found and destroyed. Baiting also occurred on this date. Vegetation in the laneway was less than that present on the fence line of the adjacent private property to the east, and the GrainCorp site to the west.

Environmental Matters

Eastern Riverina Landcare Network Meeting

Committee members of the Eastern Riverina Landcare Network met at Yerong Creek for their bimonthly meeting and annual general meeting. Items of relevance to Lockhart Shire Council include:

- Maddy Gorham has resigned from her position as Local Landcare Coordinator. Until this position is filled, Paula Sheehan from Holbrook Landcare will act in the interim.
- Funding for the proposed project to link the Galore Hill Scenic Reserve and The Rock Nature Reserve through the establishment of vegetation has dissolved.
- Guest speaker, Kylie Durant from Holbrook Landcare, initiated an informative discussion regarding the importance of paddock trees, providing benefits of these trees supported by scientific evidence, to meeting attendees.
- And the Eastern Riverina Landcare Network will be holding its next Meeting on 18 January 2018, at Galore Hill Scenic Reserve.

Biosecurity Offset Scheme

Council's Environmental Officer attended the Biodiversity Offset Scheme Training during November.

Introduced in 2016, the Biodiversity Conservation Act was created to deliver ecologically sustainable development in New South Wales and address the loss of biodiversity via a biodiversity offsets scheme and private land conservation agreements.

The Biodiversity Offsets Scheme allows for biodiversity offsets to be measured in terms of credit, through the assessment of biodiversity, and calculation of the losses and gains at development and stewardship sites.

Council staff that are involved in the development approval process are required to ensure that appropriate biodiversity offset obligations have been met before any development approval is approved.

Integrated Planning and Reporting Reference

C2.1 – Increase the amount of native flora, fauna and protect threatened species.

C2.2 – Decreased occurrence, spread and impact of weeds and pests throughout the Shire.

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachments

Nil.

Recommendation: That the information in this report be noted.

Notes:

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

3. ENGINEERING REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering matters.

Background Information

- (a) *Works Report:* One grader crew is completing Stage 2 of Council's subdivision in The Rock. Second crew is undertaking shoulder widening on The Rock Mangoplah Road, with third undertaking maintenance grading and gravel re-sheeting as weather permits.

Grader crews will continue with construction and maintenance programmes, with Brookdale Hill works now scheduled to commence after the New Year, subject to RMS Regional Repair Program funding, which has not been confirmed as yet.

We remind residents that the summer period is Council's main construction period and although we will try to avoid impact on harvest it is not always possible. Your patience with construction crews is appreciated.

Updated 12-month programme will be presented at the meeting.

Concrete crew is undertaking drainage extension works for construction projects. The crew is also continuing with maintenance of footpaths, drainage structures, kerb & gutter as well as signs maintenance throughout the Shire as required.

Council has also been successful in securing a grant to install a new bus shelter at Lockhart Post Office and relate existing shelter donated by Rotary to Walter Day Park, with the existing information shelter at Walter Day Park to be relocated to Milbrulong as part of its heritage upgrade project.

Council has also been successful in Round 3 of Fixing Country Roads program to repair and upgrade 9 bridge structures throughout the Shire. This will allow opening up Shire road network to HML, as well as Livestock Loading and Grain Harvest Management Schemes. Works are not anticipated to commence till end of first quarter in 2018, and delays can be expected during these works. Further information of program of works will be provided in future council reports.

- (b) *Flood Mitigation:* Refer to Major Projects update.
- (c) *Road Safety Officer:* Nil to report.
- (d) *Traffic Committee:* Traffic Committee has approved safety signage and works on Old Trunk Road, The Rock, as well as Woodend Fiveways Road. New signage to be installed shortly.
- (e) *Lockhart Local Emergency Management Committee:* LEMC was placed on standby during recent rain events. Nil action to report.
- (f) *Fleet:* Staff have now obtained all quotes for plant replacement for 2017/18 year, with all orders placed and the second lot of the small vehicles now being delivered. The heavy trucks are due to commence arrival early December 2017.

Legislative Policy and Planning Implications

Nil.

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

Will be conducted within Council's allocated budget.

Attachment

Updated 12 Months Works Programme (to be handed out separately at meeting).

Recommendation: That the information be noted.

Notes:

4. MAJOR PROJECTS UPDATE

(DEES/T10-005)

Executive Summary

Update on Council's current major projects.

Report

Council is currently undertaking a number of major projects and the status of each of these is as follows:

- a) *Swimming Pools Upgrade:* Development Approval (DA) has been granted for the amenities upgrade at Lockhart pool as well as The Rock pool new amenities building. Council recently submitted grant application under the NSW Government's Regional Growth Fund – Stronger Country Communities. It is expected that Council will hear on the outcome of this application in the new year.
- b) *The Rock Sewer Extension:* Construction work has been progressing well with the main pipeline nearly completed. Installation of on property works has commenced. There have been 49 confirmed properties agreeing to connect to the scheme.
- c) *Demolition of Voluntary Purchase Properties:* Current grant funding allows for one more property to be purchased at each of Lockhart and The Rock in 2017/18. Settlement has occurred with the property at 38 Day Street, The Rock. A contractor has been engaged to begin demolition work in January 2018, and be completed by the end of February 2018.

Negotiations with third property owner in Lockhart did not reach an agreement. Council has approached the fourth property owners and obtaining a valuation. Due to delays associated with negotiations with Lockhart property owners, Council is at risk of losing its funding for this year.

Council has resolved to apply for further funding for VPS, with grant applications expected to be open early 2018.

- d) *Flood Mitigation Construction-Lockhart:* Scott Newbery Earthmoving P/L is due to commence construction work on the Lockhart Government Dam Levee the second week of January 2018, subject to OEH approval.
- e) *Flood Mitigation Construction-The Rock:* The Rock Stevens Street drainage works funding from OEH has been received. Tenders for the works will be advertised early February 2018 now the REF and easement has been finalised.

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.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

- (i) Pools – total refurbishment costs estimated to be \$4.2M for both pools
- (ii) The Rock Sewer Extension – budget for stage 1 construction is \$1.25M
- (iii) VP Demolition – Round 3 – purchase and demolition costs for both properties is anticipated to be \$420,000, with OEH to provide grant funding of approximately \$360,000
- (iv) Flood Mitigation Construction – funding received for Lockhart Government dams is \$327,000, with an additional \$80,000 requested from OEH. Funding requested for Streven Street is \$652,941. Construction budget for both projects is \$1.306M, with \$693,000 planned for 2017/18.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

5. PARKS AND GARDENS REPORT

(DEES/P10-005)

Executive Summary

Monthly report on parks and gardens.

Report

Sculpture Trail

This year's Spirit of the Land winner, 'Magpie Song' by Stuart Taylor has been installed at the front of Lockhart Caravan Park and 2015 winner Rusty Cockatoo by Sean Meaney has taken up permanent residence at CWA Park.

Pools

Both pools have had a busy start to the season with well over a thousand patrons each since opening Monday 13 November including: school groups, swimming squad and lessons, and a successful Hawaiian night. The pool inflatable has been organized for both pools in the lead up to Christmas and again in January.

Caravan Park

Due to feedback regarding television reception a TV has been installed in the camp kitchen to encourage patrons to lengthen their stay in Lockhart. Wi-Fi is now also available via password access from the Caravan Park Manager.

Round-a-bout Street Lamp

Elegance Stained Glass was consulted about replacing a broken glass panel in the lamp. The glass in the panel has been identified as a texture called Pyramid which is old and rare. Council was advised to try building recyclers in the hope that they may have a fanlight containing this glass that could be cut to size. If a suitable piece cannot be sourced suitable replacement glass will need to be chosen.

Trees

A cherry-picker was hired to assist with the removal of a number of large dead/dying trees in both The Rock and Lockhart. Watering of newly planted trees will be scheduled regularly throughout the warmer months.

Parks and Gardens

The Shire’s roses are in full bloom, dead heading is being conducted regularly to keep them at their best. Routine garden maintenance is being conducted including regular weeding, spraying, pruning, replacement planting and mulching.

Irrigation systems have been turned on and will be checked regularly during the irrigation season.

Mowing and Slashing

Although scheduled slashing has been recently undertaken, regular rain and humidity are creating ideal growing conditions and most areas will need to be done again over the summer months. Urban streets and entrances of The Rock, Yerong Creek and Lockhart will be the focus leading up to Christmas however heavy rainfall may make accessing some areas difficult in the short term. Fortnightly mowing and edging will be scheduled for most irrigated areas during the growth season.

Weed Control

Regular weed control is being conducted on Council property including hand spraying and weeding of gardens. The regular rain is creating ideal growing conditions especially for problem weeds such as khaki, catheads, fleabane and hairy panic; known trouble spots will be controlled and reviewed over the summer. Spraying lawns for broadleaf weeds is continuing.

General Maintenance

Regular duties include inspections of parks and public facilities to remove litter, clean BBQ’s, check for damage or vandalism, clear footpaths and empty public and roadside bins. Most areas undergo inspections twice per week, including Galore Hill, where crews also clean and check the toilet facilities. Contract cleaners attend to the public toilet facilities in Lockhart, The Rock and Yerong Creek. Playgrounds in the shire are being inspected regularly as per Australian Standards, with any maintenance being noted and completed as necessary.

Integrated Planning and Reporting Reference

D1 – Infrastructure that facilitates an active community.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Will be conducted within Council’s allocated budget.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

6. SOUTHERN LIGHTS PROJECT

(DEES/E20-005)

Executive Summary

Report on Southern Lights Project.

Report

Southern Lights aims to replace approximately 70,000 street lights with state-of-the-art LED lighting and smart controls technologies across 38 Local Government Areas covering almost all of southern NSW. Project partners include REROC, RAMROC, CENTROC and CBJRO.

It is well established that using LEDs for street lighting reduces the cost of energy used by the lights, substantially reduces the operational cost of the lights and, by delivering high quality white light, increases the efficiency and effectiveness of public lighting which improves safety and reduces crime. Notably, unlike metropolitan areas, many regional NSW residential streets are currently lit with lower quality, yellow-coloured lighting, so a switch to LED lighting will make significant and noticeable improvements to public lighting.

An LED roll out when accompanied by smart controls technology can dramatically improve service levels by notifying the operator of outages and other faults. Smart controls technology also allows a wide range of operating regimes not currently possible including dimming during the off-peak, raising lighting levels during peak times, optimising lighting levels to exactly meet compliance levels, facilitating automated population of asset registers and improving the accuracy of billing.

The Southern Lights project therefore has the potential to become the backbone upon which towns and cities across southern NSW can be transformed into Smart Communities. Refer to the attached Southern Lights Project information flyer.

REROC is meeting with Essential Energy next week to talk further about the Southern Lights project. At this stage it is important that Member Councils have given in principle support for the project. This does not commit the councils to anything just merely that they are happy for REROC to continue to negotiate with regards to the development of the project.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Unknown at this stage however it is anticipated the project will provide significant lower street lighting costs for Council.

Attachments

1. Southern Lights project information flyer.

Recommendation: That Council provides in-principle support for the Southern Lights Project.

Notes:

Attachment 1. – Southern Lights Project Information Flyer



Southern Lights aims to replace approximately 70,000 street lights with state-of-the-art LED lighting and smart controls technologies across 38 Local Government Areas covering almost all of southern NSW.



It is well established that using LEDs for street lighting reduces the cost of energy used by the lights, substantially reduces the operational cost of the lights and, by delivering high quality white light, increases the efficiency and effectiveness of public lighting which improves safety and reduces crime. Notably, unlike metropolitan areas, many regional NSW residential streets are currently lit with lower quality, yellow-coloured lighting, so a switch to LED lighting will make significant and noticeable improvements to public lighting.

An LED roll out when accompanied by smart controls technology can dramatically improve service levels by notifying the operator of outages and other faults. Smart controls technology also allows a wide range of operating regimes not currently possible including dimming during the off-peak, raising lighting levels during peak times, optimising lighting levels to exactly meet compliance levels, facilitating automated population of asset registers and improving the accuracy of billing.

Smart street lighting controlled networks are also being increasingly recognised as the likely backbone of smart city deployments as, once installed, they are able to support a range of other devices in the public domain at low marginal cost.

The Southern Lights project therefore has the potential to become the backbone upon which towns and cities across southern NSW can be transformed into Smart Communities.

2.

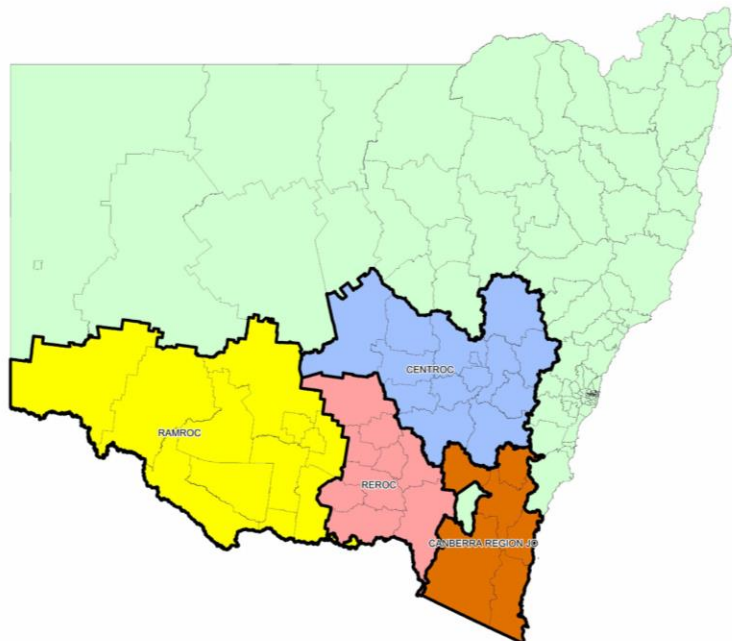
THE PROJECT PARTNERS

The Project Partners in the Southern Lights Project are:

- Central NSW Councils (CENTROC)
- Riverina Eastern Regional Organisation of Councils (REROC)
- Canberra Region Joint Organisation (CBRJO)
- Riverina and Murray Regional Organisation of Councils (RAMROC)

The project partners are working collaboratively to develop a model which will deliver positive outcomes for their Member Councils and the communities they represent.

Councils, as the local road authorities, are responsible for ensuring that the roads under their jurisdiction are appropriately lit, however they do not currently own the lighting nor control how it is managed. The Project Partners' member councils are spending millions of dollars a year on the provision of street lighting and believe that the funds that are being expended could be put to more strategic use if better and more forward thinking approaches were adopted in relation to the provision of street lighting.



3.

BENEFITS OF LED LIGHTING AND SMART CONTROLS

The benefits of LED street lighting are now well known:

- Low energy consumption
- Lower maintenance costs
- Improved lighting outcomes because there is more accurate colour rendering and there is less loss of light upwards.
- Quick turn on and off, the lights don't need to "heat up", they come to full brightness immediately
- They don't contain mercury or lead and don't release poisonous gases if damaged.



ABOVE: PHOTOS OF SUBURBAN STREETS IN SYDNEY BEFORE AND AFTER THE AFTER THE TRANSITION TO LED LIGHTING. THE LED LIGHTING IS FAR MORE EFFECTIVE WITH FAR LESS UPWARD LOSS OF LIGHT.

3. SOUTHERN LIGHTS PROJECT SUMMARY

4.

EXPECTED PROJECT OUTCOMES

50%+

energy and maintenance savings

25%+

lower total costs

Safer roads and safer communities

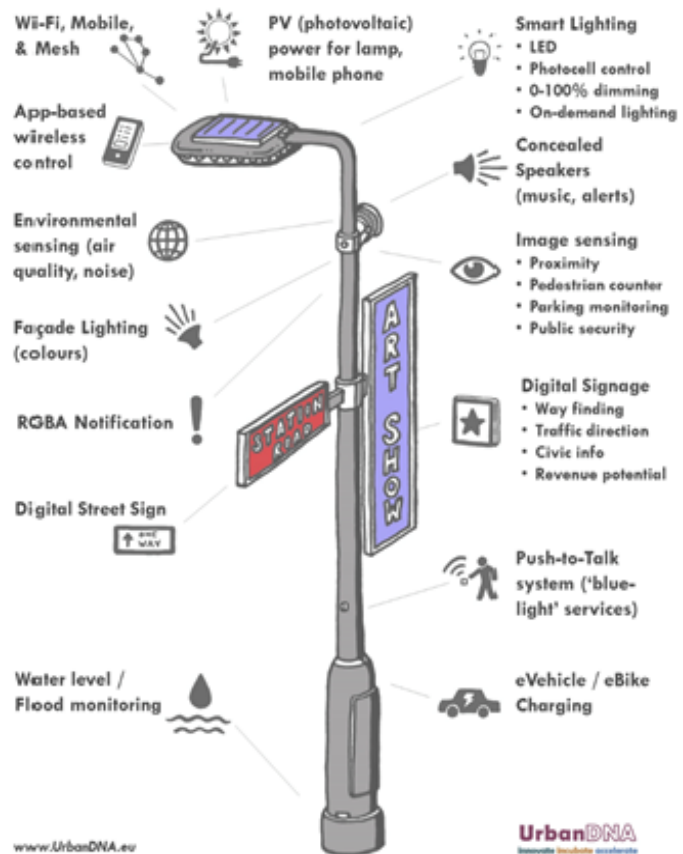
as a result of widespread deployment of white light

Substantially improved service levels

as a result of more reliable lighting and smart controls reporting faults

Backbone for future Smart Communities

SEE OPPOSITE ILLUSTRATION FOR POTENTIAL USES!



5.

PROJECT DELIVERY

The Project Partners agree that the project could be delivered in one of two ways:

1. NEW PARTNERSHIP WITH ESSENTIAL ENERGY

A partnership with the existing Distribution Network Service Provider, Essential Energy, could deliver this project. While acknowledging some recent positive efforts by Essential Energy, the Project Partners have concluded that deploying a project of this nature would require fundamental renegotiation on technology, service levels and the commercial relationships governing street lighting.

This approach could be implemented in one of two ways. The street lights and smart controls might be owned and maintained by Essential Energy under a new and comprehensive long-term service level agreement that included not just provisions establishing a comprehensive basis for the street lighting service but also provisions ensuring open access to all smart controls data and the ability to install future associated smart cities devices on the poles or that use the smart controls communications network. Alternatively, Essential Energy might own and maintain the street lighting while the councils (or a collective body on their behalf) would own and maintain the smart controls and all the data as well as any associated smart city devices connected to the poles or the smart controls communications network.

2. SPECIAL PURPOSE COUNCIL-CONTROLLED VEHICLE

A second alternative that is more consistent with trends internationally, would be for the councils to resume control of the service that they are responsible for. To avoid losing economies of scale, this would likely be delivered by establishing a special purpose vehicle controlled by the Partner Organisations and their Member Councils. This special purpose vehicle would tender for a specialist street lighting service provider to manage the street lighting across southern NSW. The Project Partners have satisfied themselves that there are now suitably qualified domestic and international players with a presence in Australia to deliver such a project successfully.

6.

THE COST OF THE PROJECT

The preliminary estimates of overall project cost to deploy 70,000 LED luminaires and smart controls based on information from recent tenders and input from suppliers is in the order of \$50m.

When looking at the costs, only costs associated with the dedicated street lighting assets (eg the light, the

bracket and any dedicated street lighting columns) but not Essential Energy's wooden distribution poles and other shared distribution infrastructure have been considered (See picture below).

It is assumed that if it is a distribution pole it would continue to be an Essential Energy asset however, if it was

a dedicated street lighting column then it would revert to council. Ensuring clear and permanent regulatory rights of access to any Essential Energy poles on equitable terms would be an essential step in delivering this project under the council-controlled approach.





7. PROJECT TIMELINE

Based on benchmarking against comparable other large deployments in New Zealand, the UK, the US and Canada, the total deployment schedule is likely to be 2-3 years with key steps being:

PREPARATION (3-5 MONTHS)

Preparing a detailed business case, securing the formal support of councils for the chosen direction and initiating preliminary discussions with government & Essential Energy

PROCUREMENT (5-9 MONTHS)

Completing negotiations with Essential Energy or staging public tender(s) for the supply of O&M services, luminaires and smart controls

DEPLOYMENT (18-36 MONTHS)

Progressive deployment of new luminaires and smart controls



NEXT STEPS

1. BUSINESS CASE INPUTS

Secure necessary inputs for detailed business case including:

- Current street lighting inventories for all councils from Essential Energy
- Claimed residual values of old lights from Essential Energy
- Essential Energy costs of installation of new lights (if utility funded and if externally funded) from Essential Energy and specialist street lighting service providers
- Indicative large-volume costs of new luminaires and smart controls from suppliers
- Forecast retail electricity costs from electricity retailers
- Forecast network distribution costs from Essential Energy

2. BUSINESS CASE

Prepare a detailed business case based on the above inputs

3. DISCUSSIONS WITH GOVERNMENT & ESSENTIAL ENERGY

Initiate discussions with the NSW Government on deployment approaches and potential regulatory or other policy changes that may be needed and with Essential Energy on technology, service levels and deployment options.

7. DEVELOPMENT APPLICATIONS

(MES/P25-010)

Executive Summary

Monthly report on development applications approved by the Council.

Report

The following development applications were approved, with conditions, from 1 November 2017 to 30 November 2017.

DA No	Development	Applicant/Owner	Site of Development
21/18	Conduct Charity Rodeo	Thommos Express Charity Rodeo Committee	4760 Olympic Hwy, The Rock
29/18	New dwelling & shed	David & Shirley Nimmo	13 Emily St, The Rock
30/18	Patio	Rob Edwards Building	25 Ferrier St, Lockhart
31/18	Demolition of dwelling	Lockhart Shire Council	38 Day St, The Rock
CDC 32/18	Inground swimming pool	Adam Price/Conquest Pools	48-50 Scott St, The Rock
34/18	Shipping container	David & Shirley Nimmo	13 Emily St, The Rock

Integrated Planning & Reporting Reference

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

Legislative Policy and Planning Implications

Applications processed in accordance with the Environmental Planning & Assessment Act 1979.

Budget and Financial Aspects

Nil.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

STRATEGIC DIRECTION E: Strong Leadership and Governance

8. INVESTMENT AND BANK BALANCES REPORT - NOVEMBER 2017

(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) Regulations 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.

Investments:	Interest Rate per Annum	Amount Invested	% of Total
Bankwest	2.35	500,000.00	7.30%
Bankwest	2.40	250,000.00	3.65%
BENDIGO	2.20	250,000.00	3.65%
BENDIGO	2.25	250,000.00	3.65%
BENDIGO	2.20	250,000.00	3.65%
BENDIGO	2.40	500,000.00	7.30%
Curve Securitys/AMP	2.40	250,000.00	3.65%
IMB Limited	2.40	300,000.00	4.38%
IMB Limited	2.40	500,000.00	7.30%
IMB Limited	2.50	250,000.00	3.65%
NAB	2.53	300,000.00	4.38%
NAB	2.53	300,000.00	4.38%
NAB	2.54	500,000.00	7.30%
RIM AMP	2.55	300,000.00	4.38%
RIM AMP	2.55	400,000.00	5.84%
RIM AMP	2.40	250,000.00	3.65%
RIM AMP	2.60	500,000.00	7.30%
T Corp-At Call		1,000,000.00	14.60%
		6,850,000.00	100.00%

Bank Account(s):

Bank Statement Balance as at:	30 November 2017		
		Bendigo	802,491.86
		Macquarie	288,486.53
		Prichard Trust	31,575.83
			1,122,554.22
Plus:	Outstanding Deposits		74,931.19
			1,197,485.41
Less:	Outstanding Cheques		14,618.24
			1,182,867.17

General Ledger:

General Ledger Balances as at:	30 November 2017		
		<u>FUND</u>	<u>AMOUNT</u>
		General Fund 1490-3000-0000	254,177.93
		Combined Sewerage 8490-3000-0000	897,113.41
		Trust Fund 9991-3000-0000	31,575.83
			1,182,867.17
		TOTAL FUNDS HELD ARE:	8,032,867.17

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 and Planning Implications

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

Budget and Financial Aspects

Council's 2017/18 Operational Budget has forecast a total of \$134,000 income from interest on investments, being split between General Fund of \$110,000 and Sewer Fund of \$24,000. For the period July to November 2017, the average end of month balance of funds invested has been \$6.84 million and the average return on invested funds has been 2.39%. On these year to date figures, Council's budgeted income on investments will be achieved.

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 the Local Government (General) Regulations 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 annual audit of Council's Financial Statements and each Quarterly Budget Review.

Recommendation: That:

- a) the November 2017 Investment and Bank Balances Report be received and noted.
- b) the Responsible Accounting Officer Statement be noted, and the report be adopted.

Notes:

9. JOINT ORGANISATIONS OF COUNCILS

(GM/R30-015)

Executive Summary

Legislation has passed the NSW Parliament providing for the formation of Joint Organisations (JOs) and Councils are being invited by the Office of Local Government (OLG) to nominate to form a JO.

Report

The formation of JOs was a component of the NSW Government's "Fit For The Future" reform process of recent years. The concept of JOs has been under review by the NSW Government for some time. The Government has now announced its long awaited position on JO's with the passing of the Local Government Amendment (Regional Joint Organisations) Bill 2017.

The legislation is more flexible and less prescriptive to what was originally proposed. Most notably the legislation allows for councils to voluntarily join a new JO. A brief summary of the legislation is outlined below:

- JOs are established and dissolved by Proclamation.
- JOs are a body corporate and a statutory corporation under the Interpretation Act.
- Council must resolve to join the JO. The resolution must be in a specific format that mentions the other councils in the JO.
- Principal Functions of JOs are;
 - Establish strategic regional priorities and strategies and plans for their delivery.
 - Regional Leadership to advocate for strategic regional priorities.
 - Identify and take up opportunities for intergovernmental co-operation.
 - Other functions: as directed by the members (including regulatory functions), as directed by legislation or as delegated by the CEO of the OLG.
- The Board of a JO is to comprise Mayors only. One delegate per council unless the JO decides it wants two. Then it must be two from each council. The second delegate must be a councillor.

- A council cannot be required by a decision of the JO to delegate any of its functions to the JO.
- The Local Government Act applies to a JO the same way as it applies to a council except for the stated exemptions, i.e. JOs are exempted from activities such as IP&R, community consultations, elections, planning, strategic planning and annual reports.

Whilst the choice to join, and the composition of a JO is voluntary, the NSW Government will only support the creation of JOs within existing State planning regions. Lockhart Shire is situated in the Riverina-Murray planning region which comprises 20 local government areas.

JOs are proposed to come into force on 1 July 2018. In order to meet this deadline the following timeline has been proposed by OLG:

November 2017

Review existing arrangements for regional collaboration and consult with councils in your preferred regional grouping.

December 2017

Once membership has been agreed between councils the necessary resolutions will need to be developed and agreed between the councils.

January 2018

Ongoing work between councils and OLG to ensure resolutions for a JO region align and are ready to go to Council.

February 2018

Resolutions go to councils. All resolutions passed and nomination form to establish a JO submitted to Minister by 28 February 2018*.

March/April 2018

The JO network is finalised, funding allocations are announced and JOs are proclaimed.

May/June 2018

Funding provided, governance arrangements established and other preparations undertaken for 1 July start.

July 2018

JO operational.

**Following representations from REROC, the NSW Government has agreed to extend this deadline to 31 March 2018.*

The new JO legislation has been considered by the REROC Executive and more recently by the REROC Board. The Board discussed four potential options as follows:

Option 1 – Status Quo

REROC stays an incorporated association and member Councils decline the opportunity to join a JO.

Option 2 – Riverina/Murray JO

REROC and RAMROC join together to form a single JO. The JO handles the strategic activities and ROCs continue to provide operational activities.

Option 3 – REROC JO

Existing REROC Member Councils form a JO. REROC continues as an incorporated organisation. The JO undertakes strategic activities and the ROC provides operational support and delivers operational activities

Option 4 – Expanded REROC JO

Existing REROC Member Councils form a JO with the addition of Albury and Federation Councils. The JO undertakes strategic activities and the ROC provides operational support and delivers operational activities. This option is close to what was proposed under the OLG's original JO boundaries.

A copy of a REROC Discussion Paper identifying the pros and cons of each Option is attached.

At the recent REROC Board Meeting Member Councils ranked the above options in order of preference as follows:

1. Option 4
2. Option 3
3. Option 2.

Option 1 was disregarded by the REROC Board.

The Option mostly favoured by the REROC Board, i.e. Option 4, is dependent on Albury City and Federation Councils wishing to form a JO with existing REROC Members and based on discussions to date this is considered unlikely in which case Option 3, i.e. a REROC JO would become the most favoured Option.

Further consultation will take place between REROC and other councils in the coming weeks when the position of other councils will become clearer.

In order to meet the timeline outlined above any resolution to participate in a JO will need to be passed at the 5 February 2018 Council meeting.

An information session is being convened by REROC at 2.00pm on Monday 18 December 2017 for the benefit of interested Councillors and to enable individual councils to give consideration to this matter.

Integrated Planning and Reporting Reference

E1 - Advocate and prepare for the long term sustainability of our Shire

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 has been provided with the passing of the Local Government Amendment (Regional Joint Organisations) Bill 2017.

Budget & Financial Aspects

Council is currently a member of REROC and pays an annual membership fee of \$17,164. The NSW Government will provide \$3.3 million in seed funding to support the establishment of JOs.

Attachments

1. Joint Organisations – Model Options.

Recommendation: That:

- a) The information regarding the passing of the Local Government Amendment (Regional Joint Organisations) Bill 2017, be noted.
- b) Council endorse the preferred models as ranked by REROC for the formation of a Joint Organisation or alternatively determine its own ranking; and
- c) A further report regarding the formation of JOs in the Riverina-Murray region be presented to the 5 February 2018 meeting of Council.

Notes:

Attachment 1. – Joint Organisations – Model Options

JOINT ORGANISATIONS – MODEL OPTIONS

The Executive met in Sydney on 6 December to discuss the legislation further and options for different JO models. Prior to the meeting we had been contacted by RAMROC who wanted us to consider the possibility of a single JO covering the entire Riverina-Murray Region (20 LGAs). Cr Firman and Julie Briggs met with the RAMROC Chair, Cr Kevin Mack and EO Ray Stubbs on 4 December to discuss the proposal.

The REROC Board met on 11 December to further discuss models for the JO. Four models were considered one of which was to remain as is (do nothing) which was not supported by the Board. The Board then agreed on three possible models for Member Councils’ consideration and an in-principle order of preference, as follows:

1. **Expanded REROC JO** – this model is close to what was proposed in the OLG’s original JO boundaries. The REROC JO is expanded to include Albury City Council and Federation Council. EROC Inc continues side-by-side with the JO, with the JO undertaking strategic activities and the ROC the operational ones.
2. **REROC JO** – REROC councils resolve to form a JO with their current members. REROC Inc continues side-by-side with the JO, with the JO undertaking strategic activities and the ROC the operational ones.
3. **Riverina Murray JO** – REROC councils join with RAMROC councils to form a single JO. The ROCs remain operational providing resource sharing activities.

OPTION ONE – EXPANDED REROC JO

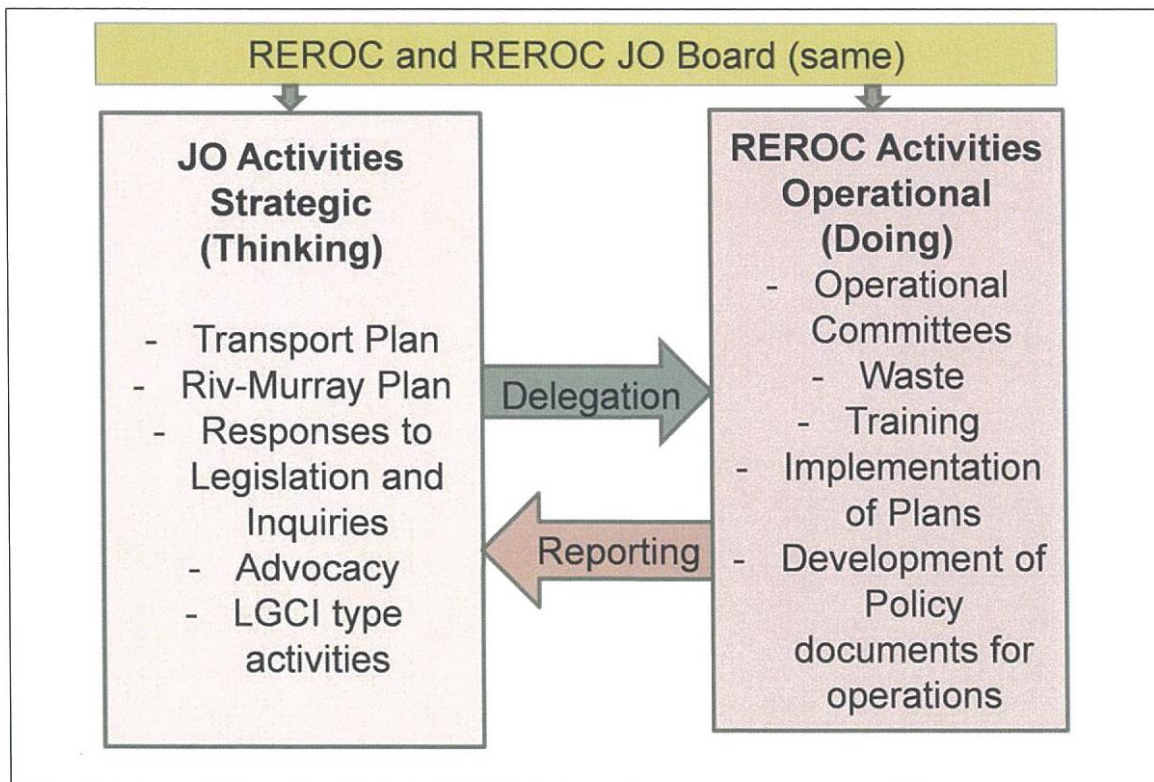
Existing REROC Member Councils form a JO with the addition of Albury and Federation councils. The JO undertakes strategic activities and the ROC provides operational support and delivers operational activities.

FOR	AGAINST
Larger footprint, it creates a north-south corridor that takes in most of the major transport routes in our region. Will include 2 regional cities.	Larger footprint that includes the border. JO will have to deal with cross-border issues.
Federation was previously a member of REROC - so there is minimal change to the membership base.	Community of interest is “stretched” at the peripheries e.g. between Bland and Albury - how might this impact on regional strategic priority selection?
Creates a definite eastern Riverina “block” of councils with a recognisable community of interest.	Adds another two councils to the mix, may make it more difficult to agree on strategic, regional priorities.
Opens doors to more funding for the Region.	Vulnerable to “unfunded mandates” - will the State give us jobs that we don’t want and that members have to pay for?
Receive a share of the \$3.3 million in establishment funding.	Additional compliance issues - JOs are governed by the LG Act.

OPTION TWO – REROC JO

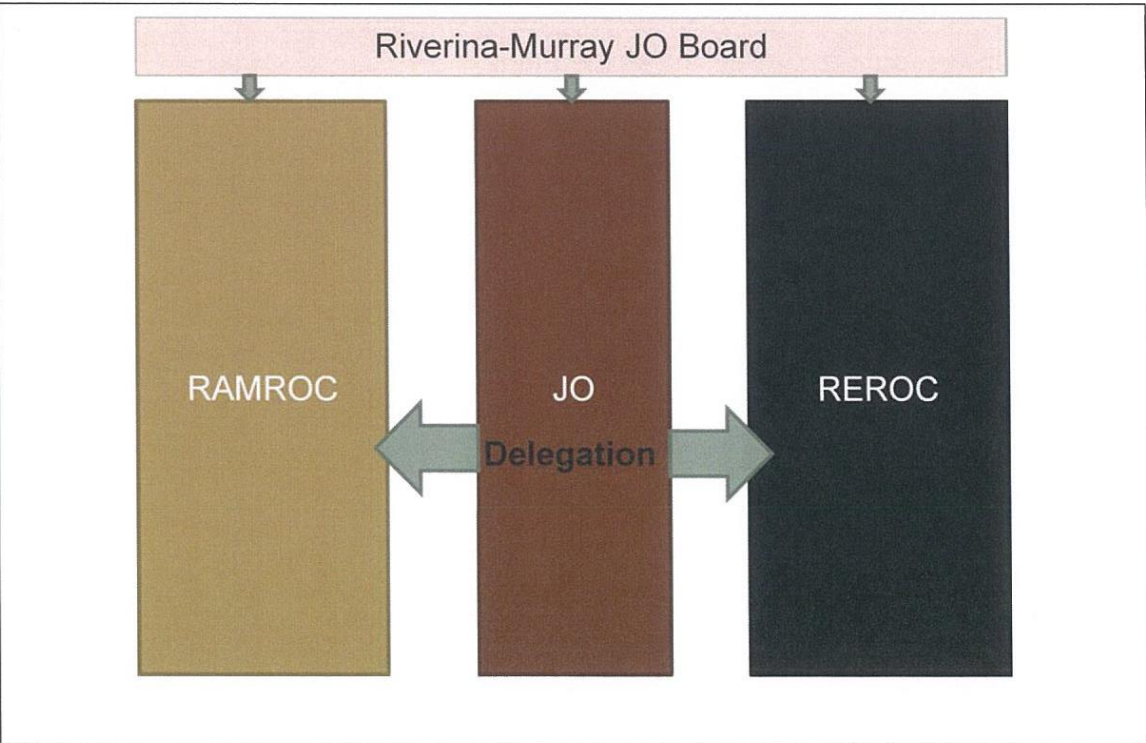
Existing REROC Member Councils form a JO. REROC continues as an incorporated organisation. The JO undertakes strategic activities and the ROC provides operational support and delivers operational activities.

FOR	AGAINST
Minimal change to the way we currently operate. Same councils, same funding, Current activities are split between the JO (strategic) and the ROC (operational).	Challenge of splitting tasks between the 2 organisations.
Well established community of interest that is clearly centred on Wagga Wagga as the Region’s service centre.	Governance issues - REROC Board has GMs, the JO Board does not. Is this likely to cause problems?
Trust between members is strong.	Vulnerable to “unfunded mandates” - will the State give us jobs that we don’t want and that members have to pay for?
We can leverage the existing brand in our interactions with State and Federal agencies and politicians.	Additional compliance issues - JOs are governed by the LG Act.
Builds credibility with the State. We demonstrate that if the State listens to our concerns, changes its approach that we are prepared to deliver.	
Opens doors to more funding for the Region.	
Receive a share of the \$3.3 million in establishment funding.	
Members are familiar with the regional priorities.	



OPTION THREE– RIVERINA MURRAY JO
 REROC and RAMROC join together to form a single JO. The JO handles the strategic activities and ROCs continue to provide operational activities. Unclear how that works with RAMROC as it is not an incorporated entity.

FOR	AGAINST
Powerful lobby group – 20 LGAs (11 RAMROC councils and 9 REROC councils)	It may be difficult to find common ground for lobbying. Large and potentially unwieldy.
Represents the entire Planning Region.	Organisation could fragment along ROC divisions.
Provides maximum scale and capacity to establish strong collaboration and partnerships between the JOs and the State Government in relation to the three core functions.	An overarching JO for the entire Riverina Murray State regional boundaries embraces a very large and diverse geographic area with sometimes different interests of 20 Member Councils and their communities.
Strategic Planning covers the entire Riverina-Murray Region.	Selecting regional priorities for State investment across 20 LGAs will be challenging.
Cost of operating the JO will be shared across 20 LGAs.	Increased costs and time commitments attending meetings. Where does the Board meet? Where is the CEO located?
Professional Staff interact with more people, increasing opportunities for professional development.	Increased travel times may result in lower participation in professional groups. Smaller groups are more likely to share and focus on common interests and be able to convene at short notice.
Single recognised point of engagement with Federal and State Government Ministers, Departments and Agencies.	Challenge of finding common ground for engagement. Extensive travelling times and costs for delegates to attend Joint Organisation meetings and sub-regional meetings.



10. POLICY 1.22 COMPLIANCE POLICY

(GM/C70-025)

Executive Summary

Council does not currently have a formal Compliance Policy or Compliance Register. The Auditor-General has recommended that Council develop a Compliance Policy and Compliance Register. A draft Compliance Policy and Compliance Register has been developed and is tabled for Council's consideration.

Report

A Compliance Policy and Compliance Register is an important component of a broader governance framework as it identifies the relevant legislation, codes and policies that apply to an organisation and an organisation's legal obligations. It helps prevent breaches of an organisation's legal obligations or can assist in detecting breaches when they have occurred so that corrective action can be taken.

In its Management Letter on the final phase of the Lockhart Shire Council's audit by the NSW Audit Office for the financial year ended 30 June 2017, the Audit Office recommended that a Compliance Policy and Compliance Register be developed.

It is a standard practice for auditors to issue a Management Letter following completion of an audit to raise matters that the auditor believes should be addressed, or to highlight improvements that can be made in relation to internal processes and procedures. The Management Letter usually raises issues that are not considered significant enough to include in the final Audit Report but are nevertheless considered important enough to draw to management's attention in the form of a letter.

In accordance with the Audit Office's recommendation a Compliance Policy and Compliance Register has been developed, a copy of which is attached.

The Policy outlines how Council will monitor its compliance obligations and stay abreast of changes to legislation that it is required to comply with. Schedule 1 of the Policy identifies the more significant pieces of legislation applicable to Council and allocates responsibility for ensuring compliance with that legislation. Schedule 2 identifies Council's reporting obligations to other agencies. Councillors will be aware that Council's own policies, which staff are also required to comply with are being progressively reviewed. A policy review timetable has been developed to monitor the progress of these reviews and this timetable is attached as Schedule to the Compliance Policy.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

There are numerous Acts of Parliament that impose legislative obligations on Council, the more significant of which have been identified in Schedule 1 of the Compliance Policy.

Budget & Financial Aspects

Not applicable.

Attachments

Policy 1.22 Compliance Policy.

Recommendation: That Policy 1.22 Compliance Policy, as presented, be adopted.

Notes:

Attachment 1. – Policy 1.22 Compliance Policy

1.22 Legislative Compliance Policy

POLICY TITLE: LEGISLATIVE COMPLIANCE POLICY
FILE REF: 110-075
EXPIRY DATE: DECEMBER 2020

INTRODUCTION

A compliance program is an important element in the corporate governance and due diligence of an organisation. This policy sets out the structural, operational and maintenance elements of an effective compliance program.

OBJECTIVES

The aim of an effective compliance program is to -

- a) Prevent, and where necessary, identify and respond to, breaches of applicable laws, regulations, codes and organisational standards;
- b) Promote a culture of compliance within the organisation;
- c) Assist the organisation in remaining or becoming a good corporate citizen.

COMMITMENT

Lockhart Shire Council is committed to fulfilling the community's expectations and being a good corporate citizen through compliance with all applicable laws, regulations, codes and organisational standards.

IMPLEMENTATION

The General Manager will have overall responsibility for compliance.

A compliance framework will be maintained identifying the more significant laws and regulations applying to the Council (refer Schedule 1) and reporting obligations (refer Schedule 2).

The compliance framework will allocate responsibility for individual compliance tasks within the organisation.

Compliance obligations are to be integrated into the day to day operational procedures of the organisation.

MONITORING AND MEASURING

The Audit and Risk Committee (to be established), will work closely with the Internal Auditor, to assist the Council in exercising due care, diligence and skill in discharging its oversight and monitoring responsibilities, especially regarding financial reporting, risk management and compliance with legislation and Council policies.

An Internal Audit Plan will be maintained and will include an ongoing program for the internal review of the Council's activities including periodic reviews of its compliance program.

Compliance failures and complaints will be investigated in order to rectify breaches and prevent systematic and recurring problems.

Council policies will be subject to periodic review by the Council in accordance with a predetermined timetable (refer Schedule 3).

CONTINUAL IMPROVEMENT

The Compliance program and the compliance framework referred to in Schedule 1 will be regularly reviewed and continually improved by –

- a) Incorporating periodic internal audit reviews focusing on compliance in the Council's Internal Audit Plan and monitoring the work of the Internal Auditors in their reports to the Audit Committee especially noting the risk ratings attached.
- b) Regular review of Council policies in accordance with a pre-determined timetable (refer Schedule 2);
- c) Remaining abreast of changes in legislation and policies of Government by subscribing to Office of Local Government (OLG) Circulars, retaining membership of LGNSW and participating in conferences, seminars and other events hosted by OLG, LGNSW, Local Government Professionals Australia, RERO and other local government industry bodies.

*Adopted by Council 18 December 2017
Refer minute xx/2017*

Schedule 1
Compliance Framework

Legislation / Award	Responsibility
New South Wales	
Anti-Discrimination Act 1977	Council General Manager Director Corporate and Community Services Director Engineering and Environmental Services Human Resources Co-ordinator
Biodiversity Conservation Act 2016	Director Engineering and Environmental Services Manager Environmental Services
Biosecurity Act 2015	Director Engineering and Environmental Services Manager Environmental Services Environmental Officer
Companion Animals Act 1998	Director Engineering and Environmental Services Manager Environmental Services Compliance Officer
Contaminated Land Management Act 1997	Director Engineering and Environmental Services Manager Environmental Services
Crown Land Management Act 2016	General Manager Director Corporate and Community Services Director Engineering and Environmental Services
Disability Inclusion Act 2014	Council General Manager Director Corporate and Community Services Director Engineering and Environmental Services
Environmental Planning & Assessment Act 1979	Director Engineering and Environmental Services Manager Environmental Services
Government Information (Public Access) Act 2009	Director Corporate and Community Services
Heavy Vehicle National Law	Director Engineering and Environmental Services
Heritage Act 1977	Director Engineering and Environmental Services Manager Environmental Services
Impounding Act 1993	Director Engineering and Environmental Services Manager Environmental Services Compliance Officer
Library Act 1989	General Manager Director Corporate and Community Services
Local Government Act 1993	Council General Manager Director Corporate and Community Services Director Engineering and Environmental Services

Local Government (NSW) State Award 2017	General Manager Director Corporate and Community Services Director Engineering and Environmental Services Human Resources Co-ordinator
Privacy & Personal Information Protection Act 1998	Director Corporate and Community Services
Protection of the Environment Operations Act 1997	Director Engineering and Environmental Services Manager Environmental Services
Public Health Act 2010	Director Engineering and Environmental Services Manager Environmental Services
Public Interest Disclosures Act 1994	General Manager Director Corporate and Community Services
Residential Tenancies Act 2010	Director Corporate and Community Services
Roads Act 1993	Director Engineering and Environmental Services
Rural Fires Act 1997	General Manager Director Engineering and Environmental Services
State Emergency & Rescue Management Act 1989	Director Engineering and Environmental Services
State Emergency Services Act 1989	Director Engineering and Environmental Services
State Records Act 1998	Director Corporate and Community Services
Valuation of Land Act 1916	Director Corporate and Community Services
Waste Minimisation and Management Act 1995	Director Engineering and Environmental Services Manager Environmental Services
Work Health and Safety Act 2011	Council General Manager Director Corporate and Community Services Director Engineering and Environmental Services Human Resources Co-ordinator
Commonwealth	
A New Tax System (Goods and Services Tax) Act 1999	Director Corporate and Community Services
A New Tax System (Pay As You Go) Act 1999	Director Corporate and Community Services
Fair Work Act 2009	General Manager Director Corporate and Community Services Director Engineering and Environmental Services Human Resources Co-ordinator
Fringe Benefits Tax Assessment Act 1986	Director Corporate and Community Services
National Heavy Vehicle Law	Director Engineering and Environmental Services
Native Title Act 1993	Director Engineering and Environmental Services

Schedule 2
Reporting Obligations

Reporting Requirement	Recipient	Due Date	Responsibility
Active Transport Completion Report	Roads & Maritime Services	30 June	Director Engineering & Environmental Services
Annual Report	Minister for Local Government	30 November	General Manager
Block Grant Annual Report	Roads & Maritime Services	July	Director Engineering & Environmental Services
Building Approvals	Long Service Leave Corporation	Monthly	Manager Environmental Services
Cemeteries Annual Report	Crown Lands NSW	July	Director Engineering & Environmental Services
Code of Conduct Statistics	Council Office of Local Government	31 December	General Manager Human Resources Co-ordinator
Companion Animals Annual Report	Minister for Local Government	30 September	Manager Environmental Services
Crown Land Annual Report	Crown Lands NSW	31 October	Director Engineering & Environmental Services
Development & Building Approvals Statistics	Australian Bureau of Statistics	August	Manager Environmental Services
Disclosure of Interest Annual Returns	Council	30 September	General Manager
Financial Statements	Office of Local Government	31 October	Director Corporate Services
Financial Data Return	Office of Local Government	31 October	Director Corporate Services
Food Inspections			Manager Environmental Services
GIPA Annual Report	Minister for Local Government	31 October	Director Corporate Services

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	Information Commissioner		
Landfill Annual Reports	Environment Protection Authority	31 August	Director Engineering & Environmental Services
Mines (Quarries) Annual Reports	Mines NSW (DPI)	September	Director Engineering & Environmental Services
National Local Roads Data Annual Report	Office of Local Government	November	Director Engineering & Environmental Services
Plan First Levy	Department of Planning	Monthly	Manager Environmental Services
Public Interest Disclosures Annual Report	Minister for Local Government Ombudsman	31 October	General Manager Human Resources Co-ordinator
Regional Roads Repair Program	Roads & Maritime Services	30 June	Director Engineering & Environmental Services
Return of Information on Local Roads and Bridges on Local Roads	Local Government Grants Commission	30 September	Director Engineering & Environmental Services
Return of General Information	Local Government Grants Commission	30 November	Director Corporate Services
Roads to Recovery	Department of Infrastructure	31 October	Director Engineering & Environmental Services
Sewerage Treatment Plants Annual Report	Environment Protection Authority	September	Director Engineering & Environmental Services
Sewerage Treatment Plants Annual Report	Office of Water	31 October	Director Engineering & Environmental Services
State Environmental Planning Policies	Department of Planning	Quarterly	Manager Environmental Services

**Schedule 3
Lockhart Shire Council
Policy Review Timetable**

Section 1 – Council and Electoral

Policy	Last Review Date	Next Review Date
1.0 Policies – Procedure for Consideration and Adoption	March 2017	March 2020
1.1 Payment of Councillors and Mayoral Fees, Expenses and Facilities	December 2016	September 2021
1.2 Councillors Media Policy	September 2017	September 2020
1.3 Rescinded	NA	NA
1.4 Code of Conduct	March 2017	September 2021
1.5 Privacy Plan and Privacy Code of Practice	June 2017	June 2020
1.6 Statement of Business Ethics	February 2017	February 2020
1.7 Fraud Control Policy	June 2017	June 2020
1.8 Expenses – Tidy Towns Awards Weekends	February 2017	September 2021
1.9 Records Management		
1.10 Investment Policy	October 17	October 2020
1.11 Section 355 Committees	August 2017	August 2020
1.12 Debt Recovery Procedures	February 2017	February 2020
1.13 Asset Management	February 2017	February 2020
1.14 Use of Council's Corporate Logo	February 2017	September 2021
1.15 Presentations at Council Meetings	February 2017	September 2021
1.16 Donations/Contributions to Community Groups and Individuals	February 2017	September 2021
1.17 Rescinded	NA	NA
1.18 Public Interest Disclosures and Reporting	June 2017	June 2020
1.19 Local Preference Purchasing Policy		
1.20 Related Party Disclosures	June 2017	June 2020
1.21 Investment Attraction Incentives	June 2017	June 2020
1.22 Legislative Compliance Policy	December 2017	December 2020

Section 2 – Technical

Policy	Last Review Date	Next Review Date
2.1 Parking on Nature Strips		
2.2 Disabled Persons Access		
2.3 Response to Incidents Involving Hazardous Materials		
2.4 Environmental Restoration – Emergency Grant Procedures		
2.5 Provision of Water Tanks at Shows and Festivals		
2.6 Public Arts Policy		
2.7 Rescinded	NA	NA
2.8 Works for Local Management Committees		
2.9 Rescinded	NA	NA
2.10 Authority to Undertake Enforcement Actions	August 2017	August 2020
2.11 Rescinded	NA	NA
2.12 Rescinded	NA	NA
2.13 Replacement of Staff Cars & Transport Vehicles		
2.14 Rescinded	NA	NA
2.15 Rescinded	NA	NA
2.16 Rescinded	NA	NA
2.17 Local Roads Classification & Maintenance		
2.18 Private Water Pipes Under Roadways		
2.19 Rescinded	NA	NA
2.20 Street Trees and Building Control		
2.21 Rescinded	NA	NA
2.22 Private Works – Charges for Works under Section 67		
2.23 Riverina Noxious Weeds Inspection Policy		
2.24 Noxious Weeds Control		
2.25 Bush Fire Operations, Supply & Management of Equipment & Management of Equipment		
2.26 Signs as Remote Supervision		
2.27 Constructed Footpath Risk Management		
2.28 Asbestos Cement		

2.29 Equipment Hire for Emergency Situations		
2.30 Dust Suppression		
2.31 Procurement Policy		
2.32 Disposal of Surplus, Obsolete or Scrap Materials, Stores, Equipment, Plant and Vehicles		
2.33 Pensioner Concession		
2.34 Refund of Development Related Fees		
2.35 Collection of Firewood from Council Road Reserves and Dead Standing Trees		
2.36 Refund of Fees to Community Organisations		
2.37 Rescinded	NA	NA
2.38 Rescinded	NA	NA
2.39 Rescinded	NA	NA
2.40 Liquid Trade Waste		
2.41 Rapid Response Plan for Noxious Weed Incursions		
2.42 Rescinded	NA	NA
2.43 Rescinded	NA	NA
2.44 Street Tree Policy		
2.45 Stock Movement and Grazing Policy		
2.46 Keeping of Animals Policy	October 2015	October 2018
2.47 Contaminated Land Management	September 2016	September 2019
2.48 Awnings, Verandahs & Balconies over Footways	May 2017	May 2020
2.49 Low Pressure Sewer Systems	December 2017	December 2020

Section 3 – Staff Matters

Policy	Last Review Date	Next Review Date
3.1 Provision of Protective Clothing/Equipment	March 2017	March 2020
3.2 Telephone Rents & Charges – Staff Residences		
3.3 Bullying and Harassment		
3.4 Private Use of Motor Vehicles		
3.5 Return to Work Program		
3.6 Work Health & Safety		
3.7 Rental of Staff Dwellings		
3.8 Conference Expenses – Senior Officers		
3.9 Training	March 2017	March 2020
3.10 Equal Employment Opportunity		
3.11 Smoke Free Workplace Policy		
3.12 Provision of Indoor Staff Uniform	March 2017	March 2020
3.13 Accrualment of Long Service Leave		
3.14 Complaints Management		
3.15 Incident/Accident Investigation		
3.16 Drugs & Alcohol in the Workplace		
3.17 Occupational Health & Safety Consultation		
3.18 Credit Card Use		
3.19 Council Volunteers		
3.20 Guidelines for Secondary Employment – Notification of Secondary Employment Contract Work		
3.21 Risk Management		
3.22 Gathering Information		
3.23 Employee Assistance Program (EAP) and Trauma Counselling	April 2017	April 2020
3.24 Recognition of Service		
3.25 Payment of Interview and Removal Expenses	March 2015	March 2018

Questions and Statements

Nil.

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.

11. AUSTRALIA DAY AWARDS 2018

(GM/C15-005)

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.