



BUSINESS PAPER

**of the
Ordinary Meeting
Held
15 July 2019**

**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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10 July 2019

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, 15 July 2019** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

Yours faithfully



David Webb

ACTING GENERAL MANAGER

Order of Business

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Apologies	
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This item is classified CONFIDENTIAL under section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:
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	
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Mayoral Minute

Nil.

Mayoral Report

To be presented at the meeting.

Urgent Matters

Nil.

Notice of Motion

Nil.

Committee Reports

1. TOURISM/ECONOMIC DEVELOPMENT OFFICER REPORT

(TEDO/T26-005)

MINUTES OF THE TOURISM/ECONOMIC DEVELOPMENT STEERING COMMITTEE (TEDSC) MEETING OF LOCKHART SHIRE COUNCIL HELD AT LOCKHART COUNCIL OFFICES ON TUESDAY, 2 JULY 2019 COMMENCING AT 6.05PM.

PRESENT

Mrs Myra Jenkyn, Mrs Raeleen Pfeiffer, Ms Sandra Johnstone, Councillor Derek Douglas, Mr John Holstein, Tourism/Economic Development Officer (Jennifer Connor).

APOLOGIES

Councillor Gail Driscoll, Mr Greg Smith.

LEAVE OF ABSENCE

Nil

PERCURINARY INTEREST

Raeleen Pfeiffer and Sandra Johnstone – Love Lockhart Shire Photo Competition.

CONFIRMATION OF MINUTES

The minutes of the Meeting held Tuesday, 4 June 2019, as printed and circulated, be taken as read and confirmed on the Motion of Sandra Johnson, seconded Myra Jenkyn.

1. Public Art Projects

Yerong Creek Water Tower Mural: Yerong Creek Progress Association are awaiting the outcome of a grant application.

Milbrulong Water Tower Mural: The TEDO will liaise with the artists Scott Nagy and Janne Birkner to work on a proposed design submission within budget for the Milbrulong Water Tower mural in keeping with the Rosella theme.

As with the Lockhart Water Tower mural, a Water Tower Design Committee - consisting of a representative from Riverina Water, Lockhart Shire Council, Lockhart Shire Tourism & Economic Development Officer, Milbrulong community and Eastern Riverina Arts – will be instrumental in reaching the final design from artists.

Once the design has been approved the TEDO will submit a development application including environmental impact report, subject to securing all necessary funds. At all stages key stakeholders (Riverina Water, Lockhart Shire Council, Milbrulong Community and artists) will be keep up to date on progressing the project.

Recommendation: That the information be noted.

Notes:

2. Lockhart Photo Competition

A record number of entries in the Love Lockhart Shire Photo Competition have been received, with over 100 entries from across the region and as far as Sydney and Melbourne. The photos will be judged during July and will be displayed in the Museums new Showroom Gallery during the Spirit of the Land Festival.

Recommendation: That the information be noted.

Notes:

3. Business Support

The new Lockhart Shire Business Directory website has had a steady increase in usage, with just under 3000 hits recorded since being launched at the end of May 2019. Weekly social media posts are helping to promote our local businesses while driving traffic to the site.

The annual Business Survey is due to be distributed in July. Following the Survey the TEDO will begin a Business Gap Analysis, which will take some months to complete.

Recommends: That the information be noted.

Notes:

4. Lockhart Shire Visitor Brochure

To encourage greater distribution and to increase the chances of our tourism guide being placed in the larger Visitor Information Centres, the TEDO raised the possibility of collaborating with Murrumbidgee Council on a joint visitor guide. The TEDO will contact Murrumbidgee Council to ascertain if this is something they would be interested in pursuing and if so, will revert to the TEDSC and Council.

Recommends: That the information be noted.

Notes:

5. The Rock Hill

The TEDO advised Council are continuing to receive complaints about lack of directional signage and the condition of the walking paths at The Rock Nature Reserve. With an increasing number of people visiting The Rock Hill each year it is imperative the visitor experience remains a positive one. The TEDSC noted the important role The Rock Hill plays in attracting visitors to the Shire and felt this important issue should be addressed by Council taking up with National Parks & Wildlife Service (NPWS) NSW.

Recommends: That ongoing issues regarding signage and the walking tracks at The Rock Nature Reserve be raised with National Parks and Wildlife Service NSW.

Notes:

6. Project Updates

The TEDO provided an update on ongoing projects as follows:

Lockhart & District Historical Society	Planning an official opening in October 2019 prior to the Spirit of the Land Festival. The TEDO has applied for Level 2 VIC accreditation and is awaiting a response.
Yerong Creek Progress Association	Are working on a number of economic drivers for their community including two potential events. Awaiting reply regarding grant application for the Water Tower mural.
The Rock Museum	The committee is continuing to work on the layout of exhibits in the upper floor of the museum.
Partnership Advertising	Marketing campaigns with Destination Riverina Murray, Thrive Riverina and Wagga Wagga City Council are continuing, as is ongoing monthly advertising promotions. The new Riverina tourism website has gone live. Potential for cross promotions with Greater Hume, Murrumbidgee and Federation Council are being investigated. The new Newell Highway brochure is in the process of being printed.

The next TEDSC meeting will be held at Lockhart Shire Council administration office on Tuesday, 6 August 2019 at the earlier wintertime of 6.00pm.

Recommendation: That the report be received and noted.

Notes:

2. LOCKHART SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE (GM/A65-011)

MINUTES OF THE MEETING OF THE LOCKHART SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD AT THE LOCKHART SHIRE COUNCIL OFFICES ON WEDNESDAY 3 JULY 2019 AT 10:25AM

1. Present

James Davis (Independent Chairperson)
Keith White (Independent Member)

2. In Attendance

Craig Fletcher (Director Corporate and Community Services)
Tracy Hounsell (Finance Officer)
Ian Roberts (Internal Auditor)

3. Apologies

Andrew Rockliff (Lockhart Shire Councillor)
Peter Veneris (General Manager)

4. Confirmation of Minutes

The minutes of the meeting held on 6 March 2019, as printed and circulated, were confirmed as a true and correct record of the proceedings of that meeting

5. Business Arising

Nil.

6. Internal Audit Reports

The Internal Auditor, Ian Roberts, tabled his Report on Legislative Compliance at Lockhart Shire Council.

Mr Roberts reported that while the report is titled Legislative Compliance, it should be noted that as well as relating to the need to comply with relevant legislative instruments, the term also encompasses compliance with directions issued by Government Departments and Agencies.

Mr Roberts also commented on the challenge for Councils to have a framework and structure to ensure Council maintains being up to date with legislations.

The Independent Chairperson, James Davis, detailed how other councils within the alliance are using delegation software to manage legislative compliance. Junee Council recently purchased the delegation module offer in Pulse software. If a Council purchases the Delegations module the Council also needs to engage a law firm to provide the legislative updates every six months.

Pulse Delegations accesses up to 15 Acts pertaining to Local Government. In the Delegations module Council can add any specific Agreements, local delegations, policies and Accreditations.

It was resolved that the Internal Audit Report on Legislative Compliance at Lockhart Shire Council and recommendation “the mechanisms that the Council uses to ensure the currency and effectiveness of its Legislative Compliance Framework be refined and outlined in its Legislative Compliance Policy” be endorsed and management’s responses thereto be noted.

7. Internal Audit Recommendations – Status Report

The Internal Audit Recommendations Status Report was noted with Status updated. Those with Status as Completed to be taken off report.

8. Notice of Reportable Incidents

Nil.

9. General Business

Methodology for the next report on **Payroll/Human Resources:**

The audit will confirm whether Council has developed a payroll policy or payroll management procedures.

Additionally, the audit will investigate how payroll is processed at council, how many staff members are involved in this process, what checks and balances are in place, whether there have been issues in the past with the processing of payroll and what action may have been taken as a consequence.

To achieve this, the auditor will, by way of emails and during field visits:

- Make appropriate enquiries of the General Manager, Director of Corporate Services and any other relevant staff who are responsible for processing the council’s payroll;
- Review any appropriate policy or governing documentation that the Council may have adopted.

10. Date of Next Meeting

The next meeting will be held on a date to be confirmed in November 2019.

There being no further business the meeting closed at 11:30 am.

James Davis
Chairperson

Recommendation: That the information be noted.

Notes:

Delegates' Reports

Nil.

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 17 June 2019			
161/19	DEES	<p>Closed Council – Tender – Flood Mitigation Construction Works Stage 2 – Lockhart Council:</p> <p>a) Notes the information provided in the report;</p> <p>b) Does not accept any of the tenders;</p> <p>c) Not invite fresh tenders due to the lack of local suitable contractors to complete the work and the high demand for these services at present; and</p> <p>d) Subject to receiving successful additional grant funding from Office of Environment & Heritage (OEH), authorises the Director Engineering & Environmental Services to enter into negotiations with all three tenderers to achieve best possible outcome for Council, with a further report brought to Council in due course.</p>	<p>Additional funding has been received.</p> <p>DEES negotiating with tenderers.</p> <p>See separate report to July council meeting.</p>
159/19	DEES	<p>Community Engagement Strategy</p> <p>Draft Community Engagement Strategy be placed on public exhibition for a period of not less than 28 days following which a further report be presented to Council together with any submissions received.</p>	<p>Community Engagement Strategy has been placed on public exhibition.</p> <p>A further report is to be tabled at the August Council meeting to formally adopt the Strategy after considering any submissions received.</p>
158/19	GM	<p>Policy 3.29 Excessive Leave Policy</p> <p>Policy 3.29 Excessive Leave Policy, as presented, be adopted.</p>	<p>Policy Register updated. A copy of the policy will be distributed to all staff with their pay slips.</p> <p>Complete.</p>
156/19	DCCS	<p>Draft Delivery Program 2017-21, Operational Plan 2019-20, Budget Estimates and Fees & Charges 2019-20</p> <p>As per Minutes of the 17 June 2019 Council Meeting.</p>	<p>Completed.</p>
154/19	DEES	<p>National Cranes Mass and Dimension Exemption Notice</p> <p>Council:</p> <p>a) Consents the Shire approved 25/26m B-Double road network to the NSW Class 1, 4-Axle and 5-Axle All Terrain Mobile Crane Mass and Dimension Exemption Notice 2019, the NSW Class 1, All Terrain Mobile Crane and Dolly Mass and Dimension Exemption Notice 2019, and National Class 1 Special Purpose Vehicle Authorisation Notice 2016 (NSW 2019); and</p> <p>b) Authorises Director Engineering & Environmental Services to complete and submit Consent forms to the NHVR.</p>	<p>Completed consent requests have been submitted to NHVR.</p> <p>Complete.</p>
148/19	DEES	<p>Masterplan for Lockhart Business Centre</p> <p>Council endorsed the final Lockhart Business Centre Masterplan.</p>	<p>No further action at this stage.</p> <p>Complete.</p>
144/19	TEDO	<p>Minutes of the TEDSC Meeting – Public Art Projects</p> <p>A submission be requested from the artists Scott Nagy and Janne Birkner to undertake the Milbrulong Water Tower project subject to their quotation being within budget.</p>	

Ordinary Council Meeting held 15 April 2019			
98/19	DEES	<p>Closed Council – My Community Grant Project – Public Toilets Green Street, Lockhart</p> <p>Council endorse a grant application under the My Community Project grant for the establishment of public toilets and community facilities in Green Street, Lockhart</p>	<p>Grant application has been submitted.</p> <p>Council in discussions with property owner.</p> <p>Further advice from property has been received.</p> <p>No further action at this stage until result of grant funding application is received.</p>
89/19	DCCS	<p>Disused Buildings – French Park Tennis Courts</p> <p>a) Council approve the two buildings be disposed and advertise them in Council’s Newsletter, and</p> <p>b) Advise Mr Bahr that Council is required to undertake a transparent and competitive focus and that he is invited to submit an expression of interest at the appropriate time.</p>	<p>Advertised in April Newsletter, with expression of interest (EOI) closing 31 May 2019.</p> <p>EOI’s being collated and assessed.</p> <p>Item 13 in agenda as a late report.</p>
87/19	GM	<p>Crown Land Management</p> <p>a) Council endorse the actions outlined in the attached list of crown reserves and authorise the General Manager to make the necessary applications</p> <p>b) Ratify the appointment of the Director Engineering and Environmental Services as the Council’s Authorised Officer and Native Title Manager for the purposes of the Crown Land Management Act 2016.</p>	<p>Crown land categorisation and grouping for the reserves for the purposes of preparing Plans of Management currently being finalised to facilitate the necessary applications being lodged with the Crown Lands Office.</p> <p>Regional approach to preparation of plans of management being discussed at a REROC level.</p>
77/19	DCCS	<p>Lockhart Medical Centre Community Services Building</p> <p>Council support the change of use to the Lockhart Medical Centre/Community Services, on the corner of Matthews and Hebden Streets in principle and provide a letter of landowner consent to a Development Application being lodged.</p>	<p>GM & DCCS met with Valmar’s Coordinator - Fleet, Asset and Corporate to progress the matter with Valmar agreeing to provide plans prior to Council’s providing landowners consent to lodge a DA.</p> <p>Valmar are in the process of putting plans with proposed works together to present to Council for approval.</p>
Ordinary Council Meeting held 18 March 2019			
66/19	DEES	<p>Proposed Restructure – Engineering and Environmental Services</p> <p>Proposed restructure to include:</p> <p>a) Regrading the vacant Grader and Roller Operator positions to a Plant Operator and a Labourer respectively;</p> <p>b) The addition of the position of Light Vehicle Mechanic in the organisation structure;</p> <p>c) The addition of the position of Compliance Officer (permanent part time 25.5 hours per week) in the organisation structure; and</p> <p>d) Extending the position of Fixed Term Project Officer with current incumbent to continue in the role on a works as required basis until 31 December 2020.</p>	<p>a) New positions have been filled.</p> <p>b) Position has been advertised.</p> <p>c) To be advertised in the near future.</p> <p>d) To be extended at time of current term completion in October 2019.</p>

49/19	DEES	<p>Masterplan for The Rock Avenue of Honour Council to:</p> <p>a) Endorse the formation of a Focus Group to discuss options for the masterplan; and</p> <p>b) Consider any formal master planning and upgrade works at the upcoming budget workshop.</p>	<p>Focus group formed and first meeting to occur shortly.</p> <p>First meeting has occurred, which was very productive. Some basic plans and notes to be drawn up for endorsement of the group before coming back to Council.</p> <p>See separate report to July Council meeting.</p>
48/19	GM	<p>A.R. Bluett Memorial Award Council submit a nomination for the 2019 A.R. Bluett Memorial Award.</p>	<p>Bluett Award online entries open from 1 June to 31 July 2019. Council's entry is currently being prepared.</p>
Ordinary Council Meeting held 4 February 2019			
25/19	DCCS	<p>Information Technology Systems Infrastructure</p> <p>a) Council approve the purchase of the additional information technology infrastructure up to value \$25,000; and</p> <p>b) Additional information technology infrastructure to be funded from December 2018 Quarterly Budget Review.</p>	<p>Contact has been made with selected suppliers. Tender specifications being finalised to initiate negotiations will select suppliers to continue.</p> <p>Ongoing</p>
12/19	DEES	<p>Integrated Water Cycle Management Strategy – Sewerage Services Council apply for funding under the Safe and Secure Water Program to undertake IWCM Strategy renewal.</p>	<p>DEES in discussions with DPI about grant funding for IWCM.</p> <p>Council staff working with DPI regarding the funding, which has confirmed Council is eligible for funding.</p>
Ordinary Council Meeting held 17 December 2018			
344/18	GM/ DCCS	<p>Closed Agenda – Request from Osborne Recreation Ground Management Committee</p> <p>a) Enter into a lease agreement with Jason Webster, as adjoining landowner to the Osborne Recreation Ground to lease land as per map for \$1.00 per annum for 3 years, and</p> <p>b) The General Manager and Director Corporate and Community Services be authorised to sign the lease on behalf of Council.</p>	<p>Lease is being drafted. The matter of a 3-year lease was following up and solicitor advised a caveat stipulating Council's interest with regards to leased land can be put in place. Work is progressing and updates will be reported to Council.</p> <p>In the hands of Friedlieb Fox McLeod to draw up agreements & have adjoining landowner sign.</p>
Ordinary Council Meeting held 19 November 2018			
294/18	DCCS	<p>Minutes of the TEDSC Meeting – Magnolia Lodge Council investigate the funding of additional independent living/aged care accommodation in the Shire, including at Magnolia Lodge.</p>	<p>Discussed at a meeting with Valmar, continuing investigations.</p>

Ordinary Council Meeting held 15 October 2018			
270/18	GM	<p>Woodhaven Aged Care Facility – Land Ownership</p> <p>a) The land described as Lot 1 DP230301, Lot 2 DP230301, Lot 10 DP1067716 and Lot 1 DP726186 be transferred to Lockhart and District Aged Care Association Inc. trading as Woodhaven Aged Care for \$1.00, and</p> <p>b) Authority be granted for the Transfers and other relevant documentation to be executed under the Council's seal.</p>	<p>Woodhaven Aged Care advised of council's decision and requested to arrange for necessary legal documentation to be prepared and forwarded to Council for execution. Documents have now been received, executed under Council's seal and returned to Woodhaven's solicitor on 7 June 2019.</p>
261/18	TEDO	<p>Minutes of the TEDSC Meeting – Water Tower Lighting</p> <p>Consideration be given to funding to light the Lockhart Water Tower Mural and that Council investigate possible lighting options.</p>	<p>In progress.</p>
260/18	TEDO	<p>Minutes of the TEDSC Meeting – Water Tower Long Term Maintenance</p> <p>An agreed amount be held in reserve to enable future maintenance of the Lockhart Water Tower as and when needed.</p>	<p>MoU with RWCC being discussed.</p>
Ordinary Council Meeting held 17 September 2018			
252/18	DCCS	<p>Closed Agenda – Information Technology Systems – Quotations</p> <p>a) Council approve the purchase of the Electronic Document and Records Management System (EDRMS) HPE Content Manager with initial purchase, setup and training costs to be funded from Council's Systems & IT Improvements Reserve;</p> <p>b) Council approve the purchase of Asset Management system AssetFinda with initial purchase, setup and training costs to be funded from Council's Systems & IT Improvements Reserve;</p> <p>c) Initial and ongoing cost of iPad Minis are to be incorporated and funded from Council's Operating Plan Budget at Quarterly Budget Review; and</p> <p>d) Year 2 and ongoing annual license fees cost are to be incorporated and funded from Council's Operating Plan Budget.</p>	<p>Purchase Order for AssetFinda raised, software licence received and being reviewed.</p> <p>IT Server is at end of life, quotes being sort. Server requires upgrade or replacing to enable AssetFinda to be installed. Refer to item in this agenda on upgrade to server.</p> <p>Purchase order raised for HPE Content Manager, Project manager from Civica has been assigned.</p>

Ordinary Council Meeting held 19 March 2018			
68/18	GM	<p>Closed Agenda – Green Street West Lockhart – Price Review</p> <p>a) Council adopt the following asking process for lots remaining unsold in the residential subdivision at Green Street West, Lockhart:</p> <p style="margin-left: 20px;">a. \$25,000 Lots 1, 6, 7, 9, 10, 23, 24, 25, 27, 28, 29, 30, 31, and 32</p> <p style="margin-left: 20px;">b. \$27,500 Lots 12, 16, 17 and 18</p> <p style="margin-left: 20px;">c. \$44,000 Lots 11 and 34</p> <p>b) That in relation to Lots 6-7, 9-10, 23-25 and 28-31, the price of two adjoining lots sold in a single transaction, i.e. one contract of sale, be reduced to \$22,000 each or a total contract price of \$44,000.</p> <p>c) That Lot 8 Rockliff Court in the Green Street West Residential Estate be taken off the Market whilst cost estimates are prepared for converting the allotment into a local park.</p> <p>d) That the GM be authorised to negotiate with project home builders for establishment of a display home at Green Street West with any incentives to be offered to be subject to approval by Council.</p>	<p>Council’s agent has been informed of the revised selling prices adopted by Council.</p> <p>Council’s agent is contacting all builders on its data base regarding incentives that might encourage the construction of a spec/display home.</p> <p>A cost estimate for converting an allotment into a park is currently being prepared.</p>
51/18	GM	<p>Lockhart Renewable Energy Project</p> <p>a) Project update provided by Better Energy Technology Pty Ltd noted,</p> <p>b) Lockhart Renewable Energy Project Information Brochure endorsed for distribution to Lockhart premises.</p>	<p>Phase 1 funding for the project has been announced by the Australian Government. Formal documentation including a funding agreement is awaited.</p>
Ordinary Council Meeting held 21 August 2017			
181/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Lockhart Railway Station</p> <p>Additional time to be given to source an alternative use/tenant for the Lockhart Railway Station building.</p>	<p>Consideration to be given as an office for the solar project if successful prior to advertising availability.</p>
Ordinary Council Meeting held 18 April 2017			
72/17	DEES	<p>Caravan Parks</p> <p>a) Information noted pending a furthermore detailed report</p> <p>b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and</p> <p>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.</p>	<p>More detailed report to be presented at a future Council meeting.</p> <p>Items (b) & (c) are complete. Staff currently compiling information to put together further report to come to Council shortly.</p>

Ordinary Council Meeting held 16 May 2016			
109/16	DCCS	<p>Old Lockhart Railway Station Building Council to:</p> <p>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.</p>	<p>Ongoing. No potential tenants have enquired. Promoting venue as a regional meeting site. Very little activity to date. Lockhart Central School has used for 2018 HSC exams. No enquiries for a permanent tenant.</p> <p>Correspondence forwarded to JHR to ascertain whether it would enforce the lease and require the lease to be paid out in full if Council was to terminate the Agreement.</p>
Ordinary Council Meeting held 17 June 2019 – Councillor Questions & Statements			
Councillor's Questions	DEES	<p>Cr Rockliff – Farrells Lane – Has been advised that there wash-outs across Farrells Lane at the crossing.</p>	<p>DEES advised he will investigate and take appropriate action. Investigations have determined work is required on the table drains. Timing to be confirmed.</p>
	GM	<p>Cr Driscoll - 2019 Lockhart Shire Business Excellence Awards – Requested a letter be sent to Jennifer Connor, Tourism & Economic Development Officer and Traci Driscoll, President, The Rock Progress Association to congratulate them on an outstanding job done in organising the Awards.</p>	<p>GM to send congratulatory letters. Complete.</p>
	DEES	<p>Cr Day – Compliance Officer – Enquired as he had noticed that the Compliance Officer position is to be advertised?</p>	<p>DEES advised as the position is now to become a permanent position it must be readvertised, which will be done in the next few months.</p>
	DEES	<p>Cr Verdon – Carson Rd, The Rock – Enquired if a Give Way sign could be installed at the end of Carson Rd, The Rock?</p>	<p>DEES advised he will investigate. Council's road safety officer has investigated and determined a give way sign should be necessary once the chevron has been installed. Complete.</p>
	DEES	<p>Cr Verdon – Status of No Truck Parking, The Rock – Enquired on the status of the No Truck Parking in The Rock?</p>	<p>DEES advised that a report has been sent to the Traffic Committee and he is awaiting approval.</p>
	DEES	<p>Cr Schirmer – Warning Wording on Crossing at Green St, Lockhart – Requested that the warning wording at the crossing on Green St (across from the Newsagency) be repainted and also the light posts.</p>	<p>DEES advised he will investigate and take appropriate action. Warning stickers have been installed. DEES advises the light poles do not need painting at this stage.</p>
	DEES	<p>Cr Schirmer – Tree Trimming – Pleasant Hills to Henty – Enquired on the status of the tree trimming program from Pleasant Hills to Henty?</p>	<p>DEES advised that the road is listed to be done and the tree crew will be heading that way from Yerong Creek. Tree crews is currently working along Henty Pleasant Hills Road.</p>

Ordinary Council Meeting held 20 May 2019 – Councillor Questions & Statements			
	DEES	Cr Rockliff and Cr Douglas - Bus Shelter Outside Lockhart Post Office – Advised that the bus shelter outside the Lockhart Post Office does not provide adequate protection from all weather conditions and enquired what can be done to improve the shelter's performance?	DEES advised he will investigate and take appropriate action. DEES has investigated and is looking at options that might be feasible. This is a "standard" compliant bus shelter that meets guidelines for the funding received. At this stage no works are planned. Complete.
	DEES	Cr Douglas - Carns Lane – Requested that the drainage along Carns Lane be investigated and improved as the water does not seem to be getting away.	DEES advised he will investigate and take appropriate action.
	DEES	Cr Sharp - Table Drain in Front of Pleasant Hills Fire Shed – Advised that the table drain in front of the Pleasant Hills Fire Shed is washed out and making it difficult for trucks to exit and enter the shed.	DEES advised he will investigate and take appropriate action. Works have been undertaken. Complete.
Councillor's Questions	DCCS	Cr Sharp - Pleasant Hills Hall Public Toilet – Enquired if the Director Corporate and Community Services has determined if the Pleasant Hills Hall public toilets were on the public toilet register?	DCCS advised that he was still investigating the matter, but in the meantime had paid for the cistern repairs and toilet paper supply.
	DEES	Cr Verdon - Drain at Western End of Wilson Street and also Corner of Bretton and Urana Streets, The Rock – Requested if these drains could be cleared?	DEES advised he will investigate and take appropriate action. Works have been planned to concrete the ends of the drains to improve water movement.
Ordinary Council Meeting held 15 April 2019 – Councillor Questions & Statements			
Councillor's Questions	DCCS	Cr Verdon - Public Toilets at The Rock Recreation Ground – Advised that The Rock Recreation Ground toilets often do not have sufficient toilet paper supply left at the end of the week to cater for campers and/or home football games.	DCCS advised he will investigate and take appropriate action.
	DEES	Cr Day – Brookong Reserve Signs on Urana Road, Lockhart – Enquired if these signs could be replaced?	DEES advised he will investigate and take appropriate action. Staff are investigating what can be done regarding the signage as this is not a Council reserve.
	GM	Cr Driscoll – Lockhart Shire Council Block of Land, Scott Street, The Rock – Enquired of Council was planning to sell the block of land in Scott St, The Rock?	GM advised that an expression of interest has been received in relation to another parcel of land not currently listed for sale that will be the subject of a report to a future meeting of Council which can also include consideration of the block of land in Scott St, The Rock.

	DEES	Cr Driscoll – The Rock Town Entrance Sign – Advised that The Rock town entrance sign re-instated south of The Rock on the Olympic Hwy is a lot further south than its original position and enquired if it could be relocated back closer to The Rock?	DEES advised he will investigate and take appropriate action. DEES has discussed with GHSC and they are looking at if sign can be moved closer to the town.
	DEES	Cr Schirmer – Galore Street, Lockhart – Advised that some treated pine posts are missing across Galore St, Lockhart at the western end.	DEES advised he will investigate and take appropriate action. DEES confirmed two posts to be re-installed when resourcing permits.
Ordinary Council Meeting held 18 March 2019 – Councillor Questions & Statements			
	DEES	Cr Marston – Pavers Lifting in The Rock – Advised that the pavers have lifted in The Rock near the café and the next building to the east.	DEES advised he will investigate and take appropriate action. Work have been completed. Complete.
Ordinary Council Meeting held 4 February 2019 – Councillor Questions & Statements			
Councillor's Questions	DCCS	Cr Rockliff – Lighting around Magnolia Lodge, Lockhart – Enquired if extra lighting could be provided around Magnolia Lodge residences?	DCCS advised he will investigate and advise. Existing lights being fixed, then consult with electrician on improvements. Report will be provided to May meeting. Addressed in agenda item 6.
Ordinary Council Meeting held 19 November 2018 – Councillor Questions & Statements			
Councillor's Questions	DCCS	Cr Driscoll – Cleaning of Toilets at The Rock Recreation Ground – Advised that there seems to be a problem with cleaning of the toilets at The Rock Recreation Ground.	DCCS advised he was aware of the issue and would be attending a meeting this week to resolve the issue. Have met with Rec Ground representatives, issue addressed in short term, still investigating long term options. Extra clean per week has been in place since Dec-2018 and working well.
Councillor's Questions	DEES	Cr Verdon – Council Contribution – The Rock Recreation Ground – Advised The Rock Recreation Ground receives an annual contribution funding of \$12,500 from Council and with electricity currently costing \$12,000 p.a., was wondering if Council could do and audit or assist in any way?	DEES advised there may be some upcoming opportunities for grant funding for solar and battery storage for Council buildings and he will investigate further and advise. DEES has been in contact with OEH about opportunities. Council to provide information to OEH. DEES still in discussions with OEH. This will be a work in progress.
Ordinary Council Meeting held 21 May 2018 – Councillor Questions & Statements			
	DEES	Cr Rockliff – Water going into Back Yards between Green & Hebden Sts, Lockhart – Advised he has been approached by 2 residents regarding water going into back yards between Green and Hebden Sts, Lockhart.	DEES advised he is aware of the issue and will investigate when time and resourcing permits.

Ordinary Council Meeting held 20 November 2017 – Councillor Questions & Statements			
Councillor's Questions	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.	Discussions have been held with Council's agent and the availability of suitable developable land coming on to the market is being monitored. Land development at The Rock has also been submitted to the Riverina JO for inclusion in the Statement of Regional Priorities being developed by the JO.
Ordinary Council Meeting held 17 July 2017 – Councillor Questions & Statements			
	COUNCIL LORS	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.	Councillors attended the Friday fish & chips night at Yerong Creek on 6 July 2018.

15 July 2019 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
14/06/19	Cr Linda Scott, LGNSW	LGNSW Weekly – 13 June 2019	S20-007
18/06/19	ALGA News Editor	ALGA News 14 June 2019	A75-005
21/06/19	Cr Linda Scott, LGNSW	LGNSW Weekly – 21 June 2019	S20-007
21/06/19	Cr Linda Scott, LGNSW	NSW State Budget 2019-20 – LGNSW Summary	S20-020
24/06/19	ALGA News Editor	ALGA News 21 June 2019	A75-005
27/06/19	Cr Linda Scott, LGNSW	LGNSW Weekly – 27 June 2019	S20-007
01/07/19	ALGA News Editor	ALGA News 28 June 2019	A75-005
05/07/19	Cr Linda Scott, LGNSW	LGNSW Weekly – 4 July 2019	S20-007
08/07/19	ALGA News Editor	ALGA News 5 July 2019	A75-005
08/07/19	Andrew Crakanthorp, RWCC	Response re. letter received from the Hon. Melinda Pavey MP, re. Planning for Critical Water Shortages	W10-005

Recommendation: That the information be noted.

Notes:

Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. ROUND 3 – STRONGER COUNTRY COMMUNITIES FUND

(GM/G10-005)

Executive Summary

The NSW Government has launched a third round of the Stronger Country Communities Fund (SCCF) Program and Council has an opportunity to submit projects for funding under the program.

Report

Council has previously been successful in securing grant funding totalling \$1,528,000 under the first two rounds of the SCCF Program towards the refurbishment of the Lockhart and The Rock swimming pools.

In May 2018 Council had the opportunity to submit projects for additional funding totalling \$764,000 that had been made available under Round 2 of the Program. The successful projects that received funding under the extended Round 2 of the Program included:

- Osborne Recreation Ground playground and traffic improvements
- Lockhart Recreation Ground amenities building upgrade
- The Rock Recreation Ground amenities building improvements
- The Rock Recreation Ground second oval & relocation of the Pony Club
- The Rock Regional Observatory
- Shire and town and entrance signs.

Correspondence has been received from the NSW Deputy Premier advising that the funding to be made available for projects in Lockhart Shire under Round 3 of the Program is \$763,834.

Whereas Round 2 was focused on sport and recreation projects, the Round 3 funding will be focused on young people (aged 12-24) and a broader scope of eligible projects including programs and local infrastructure. Funding will be allocated to projects that clearly demonstrate community support and align with the Program's objectives. At least 50% of the Round 3 funding will be allocated to projects supporting young people.

More information about the funding criteria and eligible projects is provided in the SCCF 2019 Program Guidelines document, a copy of which is attached.

Other changes introduced for Round 3 of the Program include:

- Extending the open period to three months. Round 2 had a much shorter turn-around time which provided less opportunity for consultation and project planning.
- Extending the funding period from two years to three years to allow applicants sufficient time to deliver projects.
- Opening the Round to applications directly from eligible community groups who will be responsible for delivering the project if successful.
- Not conducting choice modelling, e.g. random telephone surveys to gauge the level of community support for projects. Instead applicants will be required to provide evidence of community consultation and support for projects in the application.

Key dates for Round 3 funding are as follows:

Monday 1 July 2019	Applications open
Friday 27 September 2019	Applications close
October 2019 – January 2020	Projects are assessed
From January 2020	Successful projects expected to be announced

With respect to Round 2 of the Program, which was open for a much shorter period allowing little time for consultation, a Councillor workshop was held to consider priorities and determine projects to be submitted for funding.

Under Round 3 however applicants will be required to demonstrate that they have consulted the community and that there is community support for the project. One way this can be achieved is for Council to write to all its Section 355 Management Committees, which manage Council facilities such as recreation grounds and public halls, and invite them to submit proposals for Council's consideration. These facilities are more often than not the subject of grant applications and the Management Committees also act as a conduit between Council and other users of the facilities.

If this approach was adopted a Councillor Workshop could then be held prior to the August Council meeting to consider the proposals received from Management Committees together with any projects identified by Council. Projects would be prioritised according to how closely they align to the SCCF funding criteria and Council's Community Strategic Plan and Delivery Program to enhance the chances of success. This will leave approximately five weeks for applications to be prepared for lodging by the closing date of 27 September 2019.

Integrated Planning and Reporting Reference

- A1 - Support cultural and sporting opportunities that respond to the needs of the community.
- A2 - Plan, develop and maintain facilities, parks and gardens that respond to the needs of the community.
- A3 - Support our children and young people.
- A3 - Support the provision of pre-school, playgroup and childcare services within the community.
- A3 - Provide young residents with greater access to youth services.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

A co-contribution is not required for applications submitted under the SCCF Program.

Attachments

1. Stronger Country Communities Fund 2019 Program Guidelines.

Recommendation: That Council:

- a) That information regarding Round 3 of the Stronger Country Communities Fund Program be forwarded to all its Section 355 Committees of Management and invite the Committees to submit project proposal for funding under the Program;
- b) A Councillor Workshop be convened at 4.00pm on Monday 19 August 2019 prior to the Ordinary meeting of Council to consider and prioritise any proposals received from the Management Committees.

Notes:

Attachment 1. – Stronger Country Communities Fund 2019 Program Guidelines



This is page 23 of the Business Paper of the Ordinary Monthly Meeting of the Lockhart Shire Council held in the Council Chambers, Green Street, Lockhart – 15 July 2019.



MESSAGE FROM THE DEPUTY PREMIER

The NSW Government has a strong track record of delivering infrastructure to meet the pressing needs of regional communities across NSW. We have upgraded roads, refurbished and built new schools and hospitals, improved sporting fields and playgrounds, added accessible facilities to community buildings and brought real, tangible benefits to the people of regional NSW.

This fund means that we are listening to communities and responding to their needs. Through the Stronger Country Communities Fund, we have already provided \$300 million to local infrastructure projects that people use every day – like footpaths, playgrounds and sports facilities – in every Local Government Area in regional NSW.

I am very proud of the projects we have delivered, and will continue to deliver, through the Stronger Country Communities Fund. Since 2017, we have supported more than 1,000 local projects that make regional communities even better places to call home.

In Round One, we invested \$100 million to improve community facilities such as town halls, recreation facilities, shared paths and playgrounds. Through Round Two, we invested a further \$200 million to provide more high quality community and sports-related infrastructure.

Round Three will provide an additional \$100 million for community projects in regional NSW. This includes at least \$50 million for youth-related projects and it brings the total value of the Regional Growth Fund to \$1.7 billion.

These may include indoor sports programs, creative arts and culture projects, mentoring and skills training services, and will reflect the unique conditions and needs of young people in the regions.

A handwritten signature in black ink, appearing to read 'John Barilaro'.

The Hon John Barilaro, MP

Deputy Premier

Minister for Regional NSW, Industry and Trade



MESSAGE FROM THE MINISTER

As the NSW Government's first Minister for Regional Youth, I am pleased to be driving NSW's first Regional Youth Strategy, a strategy that focuses on improving the liveability of regional NSW for the youth of today and into the future.

As someone who has raised children in regional NSW I understand the need to provide quality resources and facilities so young people can stay in their hometown to study, to work and eventually raise a family. Regional youth are resilient and smart and it is our mission to help them fulfil their dreams locally.

Our government recognises the need for greater focus and investment in regional NSW and therefore has made connecting young people with quality services and opportunities, no matter where in NSW they live, a top priority. No one in regional NSW should have to choose between access to basic services and where they live and work.

Our government is establishing a Regional Youth Taskforce which will bring together young people from across the state to guide meaningful and relevant change. Through the taskforce, regional youth will be given the opportunity to provide feedback on the strategy and its implementation in their local communities.

The focus on young people for Round Three of the Stronger Country Communities Fund will actively encourage local governments and community organisations to engage with and deliver projects that reflect the needs and wants of local youth. It's a chance for us to quickly deliver the infrastructure and programs we know are most important to young people living in our regional communities.

Together we will build a sustainable legacy of programs and facilities that allow young people in regional NSW to remain local by providing them with the support, opportunities and services they need to thrive.

The Hon Bronnie Taylor, MLC

Minister for Mental Health
Minister for Regional Youth
Minister for Women

**WE'RE HERE
TO HELP**

Get in touch with the
Regional NSW team

regionalnsw.business@dpc.nsw.gov.au
1300 679 673

GUIDELINES

Fund overview

The Stronger Country Communities Fund was established in 2017 by the NSW Government to help deliver local projects to regional communities. The objective of the fund is to provide projects that improve the lives of people who live in regional areas.

Round Three of the Fund will see another \$100 million made available for projects that improve the lives and wellbeing of regional NSW communities. This includes a dedicated \$50 million for projects for young people.

Fund objectives

The objectives of the fund are:

1. to boost the liveability of communities in regional areas by providing new or upgraded social and sporting infrastructure or community programs that have strong local support
2. to provide programs and infrastructure that enhance opportunities for young people to be work ready and thrive in regional NSW.

Key dates

Applications open	9am, Monday 1 July 2019
Applications close	5pm, Friday 27 September 2019
Eligibility, assessment and approval process	October 2019 to January 2020
Announcement of successful projects	From January 2020

Stronger Country Communities Fund 2019 has:

- \$50m focused on young people aged 12-24
- a broader scope of eligible projects



nsw.gov.au/strongercountrycommunities

Funding available

There is a total of \$100 million available in Round Three, including at least \$50 million for projects that improve the lives of young people (12-24 years old). The remaining funding can be provided for other local community and sporting infrastructure, street beautification, and community programs and events.

Funds will be split across regional NSW according to a funding formula based on population and the cost of construction in each Local Government Area. Each eligible council will be informed in writing of the funding available for their Local Government Area.

Grant amounts

Projects must seek grant funding of \$50,000 or more. Projects requiring grant funding of more than \$1 million will only be considered where there is a financial co-contribution of at least 25 per cent of the total grant amount. The financial co-contribution may be from the applicant or other funding sources, but must be confirmed.

Where a sports project is seeking over \$1 million in grant funding, the applicant must obtain a letter of support from the relevant NSW state sporting organisation.

All projects must commence within 12 months of the funding deed being signed and be completed within three years of the project announcement.

The infographic features two overlapping circles on the left. The top circle is blue and contains the text "\$50M YOUTH-RELATED INFRASTRUCTURE AND PROGRAMS". The bottom circle is orange and contains the text "\$50M LOCAL COMMUNITY INFRASTRUCTURE AND PROGRAMS". A white plus sign is positioned between the two circles. To the right of these circles is a large circular photograph showing three people (two women and one man) standing on a paved walkway with a metal railing, looking out over a scenic landscape with hills and a body of water under a cloudy sky. At the bottom right of the infographic area, there is a small orange circle containing the number "3".

nsw.gov.au/strongercountrycommunities

3

ELIGIBILITY CRITERIA

Eligible applicants

Eligible applicants are:

- the 93 regional NSW councils, regional Joint Organisations of councils, the Lord Howe Island Board and the Unincorporated Far West groups
- incorporated, not-for-profit organisations or other organisations that have a public purpose and carry out activities in NSW, including Local Aboriginal Land Councils.

Applicants must hold an Australian Business Number (ABN), Australian Company Number (ACN) or be registered under the *Associations Incorporation Act 2009*. Applicants must have or be able and willing to purchase at least \$20 million public liability insurance. The cost of public liability insurance can be included in the project budget as part of the administration costs.

Ineligible applicants are:

- an individual or group of individuals
- an unincorporated organisation
- a for-profit commercial organisation.

What types of projects are eligible?

Projects must be located in one of the 93 regional NSW Local Government Areas, Lord Howe Island or the Unincorporated Far West. Projects in metropolitan Sydney, Newcastle and Wollongong are not eligible. For a full list of eligible Local Government Areas, please visit nsw.gov.au/regional-growth-fund-eligibility

Youth-related projects must be for:

- development of new or upgrades to existing infrastructure for young people; or
- delivering programs for young people.

Youth-related projects must be aligned to the areas of community, wellbeing, connectivity and work readiness.

General community amenity projects must be for:

- construction of new, or upgrades to existing, local community infrastructure
- construction of new, or upgrades to existing, local sporting infrastructure

- capital works related to street beautification and other public places that promote the health, happiness and wellbeing of the community
- delivering programs that benefit the local community
- infrastructure to assist the delivery of general community programs.

Projects must deliver benefits and outcomes that contribute to the program objectives. Applicants will be expected to establish monitoring procedures to demonstrate the delivery of the expected benefits.

Applicants should work with their Local Member of Parliament and their local communities to identify the priority needs for their area and ensure projects put forward for funding have demonstrated community support.

What are eligible project costs?

Project costs may include those associated with:

- building local infrastructure
- building a new website or app
- delivering programs
- exhibition displays
- hosting an event.



nsw.gov.au/strongercountrycommunities

EXAMPLES OF YOUTH PROJECTS

Area of focus	Programs/Events	Infrastructure
<p>COMMUNITY: Enhancing young people's artistic, civic, cultural, leadership, recreational and sporting development.</p>	<ul style="list-style-type: none"> Youth events or youth-led festivals Sporting programs e.g. midnight basketball Creative arts Holiday and after-school-hours activities 	<ul style="list-style-type: none"> Creative audio arts infrastructure e.g. recording studio Visual arts infrastructure e.g. wet space art studio Performing arts infrastructure e.g. rehearsal and performance space for dance and drama Active spaces e.g. youth centres
<p>WELLBEING: Supporting young people to understand, improve and maintain their physical and mental health.</p>	<ul style="list-style-type: none"> Social inclusion programs Support groups Resilience building events 	<ul style="list-style-type: none"> Wellbeing hub fitout e.g. upgrade an existing space to create a place where health service providers can provide services for young people Youth centre fitout Multi-service hub fitout Safe spaces Sport facilities for young people
<p>CONNECTIVITY: Providing young people access to activities and digital options.</p>	<ul style="list-style-type: none"> Driver training support Night-time outreach bus Technology training or events (e.g. coding camps) Apps or websites for young people 	<ul style="list-style-type: none"> Interactive digital spaces fitouts in youth or community centres
<p>WORK READY: Supporting young people to pursue further education and training to develop key employability skills.</p>	<ul style="list-style-type: none"> Job readiness training events and expos Life skills events Training cafes (youth-run) Entrepreneurial mentoring and/or pitch platforms 	<ul style="list-style-type: none"> Study space fitouts

EXAMPLES OF COMMUNITY AMENITY -----●

Community Programs and Events	Community Amenity and Community Service Infrastructure
<ul style="list-style-type: none">• Community events or film festivals• Aboriginal and Torres Strait Islander community cultural education program for Indigenous and non-Indigenous participants• Multicultural festivals• Intergenerational activities - sharing knowledge through activity-based experience• Environmental education and working bees	<ul style="list-style-type: none">• Community centres and halls• Libraries• Community amenities and barbecue/picnic areas• Recreation facilities• Club houses, change rooms, canteens• Murals or community art instalments• Memorials or statues• Emergency Services infrastructure e.g. aerodrome water refilling• Surf Life Saving Club infrastructure• Aquatic facilities and pools• Amenities for participants and spectators• Playgrounds, parks, shared paths and fixed fitness stations• Seating, planting boxes, landscaping and paving• Street lighting• Street/footpath reconfigurations• Shade cloth, awnings and pergolas• Public toilets• Infrastructure for health and community services facilities, e.g.<ul style="list-style-type: none">• domestic violence centres for women• homeless shelters• men's sheds• children special needs premises• aged care facilities• Infrastructure upgrade to local community radio station facilities• Town and tourism signage• Main street beautification projects

Ineligible projects

Projects are not eligible for funding if they are:

- located outside an eligible Local Government Area
- exclusively for planning activities e.g. master planning or heritage studies
- for the maintenance or construction of local roads or other ongoing core service infrastructure works that are the ordinary responsibility of council or other levels of government
- for the delivery of essential or core government services that should be funded from another source, such as local government, the NSW Government or the Australian Government
- seeking retrospective funding to cover any project component that is already complete before funding is announced
- seeking grant funding for ongoing staff or operational costs beyond three years from project announcement for programs; or any ongoing staff or operational costs for infrastructure projects
- for a general works package without specific scope, costs and location e.g. 'upgrading lighting at sports ovals' without identifying the work required, number of sites or the locations
- exclusively for marketing, branding, advertising or product promotion
- providing direct commercial and/or exclusive private benefit to an individual or business
- not clearly providing benefits that will significantly contribute to the objectives of the fund.

What makes a project viable?

A project will be considered viable if it:

- has a realistic budget based on quotes or reasonable assumptions
- is cost-effective and represents value for money
- can be delivered within three years of announcement of funding
- demonstrates access to the necessary expertise and support to deliver the project
- does not require ongoing funding from the NSW Government
- demonstrates how it will be operated and/or maintained when the project is completed (where applicable).

CONSULTATION

Consultation is an important part of the process to ensure that project applications are for infrastructure and programs that help to make regional communities even better places to live. Consultation will be different depending on whether the application is for general community or youth specific funding.

Applicants will be required to provide evidence of consultation and support for the projects they submit, such as:

Community infrastructure and programs – engagement through council's Community Strategic Plan, online surveys, letters of support, or other documents demonstrating community support for the projects.

Youth infrastructure and programs – engagement with local youth councils, interviews or online surveys with young people, or evidence of consultation in a council's youth strategy.



THE APPLICATION PROCESS

What needs to be included in an application?

All applications should provide:

- a detailed project scope
- a project plan
- a clear and detailed project budget
- information on how infrastructure will be operated and/or maintained when it is complete (if applicable)
- landowner consent (if applicable)
- a letter of support from the relevant NSW state sporting organisation if a sports-related project is seeking over \$1 million in grant funding (if applicable)
- evidence of community consultation and strong community support for the project
- a plan for how data will be collected to demonstrate the project is meeting the program objectives and providing outcomes for the community
- **for all youth infrastructure and program applications:** information on how the project will benefit young people, how it aligns with the areas of focus and how young people have been involved in the development of the proposal
- **for all community amenity and infrastructure applications:** information on how the project will help boost the liveability of the local community and evidence of how the project will meet a community need and has community support, including who and how many people in the community will benefit.

Is there support available for completing an application?

To help applicants prepare, there are published materials on the website, including project plan and budget templates and an application checklist.

Webinars will be held during the application open period to assist in application development and your local Business Development Manager will be able to provide information on the program to assist applicants to develop applications. If you do not know your local Business Development Manager, please contact regionalsw.business@dpc.nsw.gov.au for a referral. The webinars will be recorded and made available on the website.

What is the assessment process?

Projects and applicants will be assessed for:

Eligibility

- Projects (including all project elements) are eligible for funding.
- The applicant is an eligible organisation.
- Young people have been involved in the development of youth-related projects.

Viability

- Projects can be delivered by the applicant on time and within the funding available.
- The department may seek information from relevant NSW Government departments to verify the viability of a project or youth or community organisation. The department retains the discretion to disclose information to these agencies where relevant.

Community support

- The project has demonstrated community support.
- Government Members of Parliament will be asked to review each project to verify community support and identify any issues that may affect viability.

Alignment with objectives

- The project clearly demonstrates that anticipated community benefits from the project will directly contribute to the objectives of the fund.
- For youth projects, the project clearly aligns with at least one of the youth areas of focus: community, wellbeing, connectivity and work readiness.

The department may request additional information or clarification from applicants to assist in the assessment.

A prioritised list of projects for each Local Government Area will be submitted to the Deputy Premier, Minister for Regional New South Wales, Industry and Trade, based on this assessment and the amount of funding provided to youth projects. The department may recommend part-funding of projects where there is insufficient funding available for the whole project or where only a component of the project is approved for funding.

The Deputy Premier will consider the prioritised list of eligible and viable projects with community support and make final approvals in consultation with the Minister for Regional Youth.

Can ineligible projects be referred to a more appropriate funding program?

Yes. Projects that are more suitable for other NSW Government programs may be referred to those programs. Applications that are referred will be subject to the full assessment criteria of the other NSW Government program to which they are referred. Applicants may need to update their application to meet the criteria of the referred program. The referred application will not be given preferential treatment over any other application but will be considered on merit in accordance with the guidelines for that particular program.

What happens if the project is successful?

- Successful applicants must not make financial commitments for funded activities until funding deeds have been executed.
- Requests for variations or changes to the project will only be considered in limited circumstances.
- Grants will be paid via milestone payments set out in the funding deed.
- Successful applicants will be required to pay back unspent funds or those funds which have not been spent in accordance with the funding deed.
- Successful applicants will be required to submit project progress reports to the NSW Government as outlined in the funding deed.
- Successful applicants will be required to participate in a program evaluation to determine the extent to which their projects have contributed to the objectives of the fund. The evaluation will require applicants to provide evidence of how projects have resulted in a measurable

change to the lives of local residents/young people that is consistent with the objectives of the fund.

- Any information submitted by an applicant may be used for promotional material prepared by the NSW Government.
- All recipients of NSW Government funding should acknowledge this financial support as per the *Funding Acknowledgement Guidelines for Recipients of NSW Government Grants* available at communications.dpc.nsw.gov.au/branding



FIND OUT MORE

Contact us

regionalsw.business@dpc.nsw.gov.au
1300 679 673

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STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

2. AVENUE OF HONOUR, THE ROCK

(DEES/P10-035)

Executive Summary

Report on the proposed masterplan for The Avenue of Honour in The Rock.

Report

Following a report to Council at its March 2019 meeting and approaches by both The Rock RSL Subbranch and The Rock Progress Association, a Focus Group was formed involving the RSL Subbranch, Progress Association along with other interest groups and staff to discuss the issues and opportunities for The Avenue of Honour in The Rock. A meeting was held in April 2019 and ideas were discussed on ways to improve the avenue including the area adjacent to the Lone Pine memorial. The main points agreed were:

- Kurrajong trees were to remain and used to replace the ones which have died
- The area adjacent to the Rural Fire Services shed at entrance to town centre to be developed for a "Christmas tree" type arrangement to be used for festivities
- Staff develop a concept plan for island adjacent to the Lone Pine for a history of conflict walk
- although expensive, look to run electricity under Avenue of Honour so kurrajong trees would not have to be lopped, thereby ensuring attractive and healthy trees
- landscaping with seating in Ford Street adjacent the Catholic church.

The concept plan has been developed and sent to the Focus Group for comment (see attached). All were in agreement that it looked fantastic with some minor comments on directional signage for parking, rocks positioned for plaques as well as an overall comment of providing positions for possible further large memorabilia such as a Howitzer Gun or similar. Staff note that there is still room on the main avenue for further large memorabilia if needed.

Other points to be noted from the concept plan are:

- The old driveway opposite bowling club in existing garden border to be removed and replaced with pedestrian access. Proposed location for a women in conflict memorial – possibly a laser cut steel silhouette of WWI Nurse on one side facing a modern day female soldier on the other and perhaps a rose with significant link to women in war.
- Signage/Memorials
 - Ave of Honour sign at Lockhart end of island the same as the one at the other end of the main street
 - Australians at War, as per <https://www.awm.gov.au/articles/atwar>. Could include photos or art work. Could also continue the steel silhouette theme by having the sign held by a silhouette of a WWI and modern day soldier.
 - The gardens will provide plenty of spaces and a symbolic timeline for signage and memorials explaining Australia's military history and possibly stories of locals involved in these conflicts.
 - Consideration for recognising Indigenous Australian's contributions.

If Council endorses the concept plan and points of agreement from the Focus Group, this then completes the process and the plan can be put into place as funding and other opportunities arise.

Integrated Planning and Reporting Reference

B1 - Our Shire is attractive and welcoming to businesses, industry, resident and visitors.

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

Legislative Policy and Planning Implications

- Any upgrade works must comply with Heritage requirements as well as the Disability Inclusion Act 2016.
- Roads Act 1993.

Budget and Financial Aspects

- There was no budget allowance for the master planning project.
- The Rock RSL Subbranch has been very successful in gaining grant funding and memorabilia for the Avenue. Council has provided contribution as required in the form of landscaping works.

Attachments

1. New Island Concept Plan – Avenue of Honour.

Recommendation: That Council:

- a) Notes the information provided in the report; and
- b) Endorses the island concept plan for The Avenue of Honour.

Notes:

Attachment 1. – New Island Concept Plan – Avenue of Honour



ASIAN STYLE GARDENS AND DRY CREEK BED for Asian conflicts, Boxer Rebellion through to Vietnam



- Gardens
- Dry Creek Bed
- Roses
- Lavender
- Granite
- Oasis Garden
- Asian Style Bridge
- Stencilcrete
- Footpath

LONE PINE (representing Gallipoli) & FRENCH STYLE FORMAL GARDEN (representing Western Front) for WWI & WWII

DESERT LANDSCAPE WITH OASIS for Boer War through to Afghanistan and the Middle East



3. SHIRE AND TOWN ENTRANCE SIGNS

(DEES/G10-005)

Executive Summary

Report on the status of the new Shire & Town entry signs as part of the Stronger Country Communities Fund Round 2.

Report

Council received funding under Round 2 of the Stronger Country Communities Fund for the supply and installation of new Shire and Town entrance signs. Council's Tourism and Economic Development Steering Committee undertook the initial scoping of designs for the signs, which staff then had the artwork completed for community consultation (see attached artworks for the signs). A total of seven (7) Shire Entrance and 18 Town signs are proposed.

Community consultation has been undertaken for the full month of June 2019, with two submissions received (see attached). There have been more than 200 engagements on the sign proofs via social media. Silhouette signs look good and can be varied like the ones Mrs Schneider has stated. They can be, however, difficult to see in poor light and with a dark background.

As no submissions have been received regarding the tag lines and pictures for all signs, it is proposed that the signs are referred back to Council's Tourism and Economic Development Officer for further development and liaison with the relevant progress association or community group for each town. A further report is to be brought back to Council prior to another round of wider community consultation.

Integrated Planning and Reporting Reference

B1 - Our Shire is attractive and welcoming to businesses, industry, residents and visitors.

Legislative Policy and Planning Implications

Any signs installed on the Olympic Highway will require RMS concurrence.

Budget and Financial Aspects

Budget for the project is \$100,000.

Attachments

1. Lockhart Shire Entrance and Town Signs Proofs 3 May 2019.
2. Submissions - Mrs Sue Schneider dated 13 June 2019 and Michelle Bailey dated 28 June 2019.

Recommendation: That Council:

- a) Endorses the shire entrance and town sign proofs;
- b) Refers the signs back to Council's Tourism and Economic Development Officer for further development and liaison; and
- c) A further report is brought to Council in due course prior to undertaking another round of community consultation.

Notes:

Attachment 1. – Lockhart Shire Entrance and Town Sign Proofs



Attachment 2. - Submissions

Sent: Thursday, 13 June 2019 9:11 PM
To: Inbox
Subject: Town entry signs.

Good morning Peter and additional staff.

I saw your Facebook message that you were successful in funding for new signage. Congratulations on your submission.

You know my passion for Lockhart and I have dreamt about signage for Lockhart more years.

I am away at present but have found this images for you to look at. I have always admire the Lockhart council work sign and the property sign of Mr Richard Smith Milbrulomg and it was the catalyst for the Osborne football sign.

In keeping with the theme running through Lockhart of sculptures and it's history with bond sheep and the first shears strike I love the image attached.

The Rock could have a similar image but with the Lion on the plain plus now their beautiful ANZAC display and yerong creek farming.

A picture paints a thousand words. But a striking image will capture the imagination of travellers that Lockhart shire is always out of the box with new and exciting ways to welcome visitors.

Mark Schirmer and Owen Gooden who has done many word cut outs, it would be a fabulous if he was given an opportunity to bring history to life



bring more pride that this was made by a local.

Thank you for giving me the opportunity to offer my thoughts.

Regards

Sue Schneider.



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<http://www.mailguard.com.au>

[Report this message as spam](#)

Sent: Friday, 28 June 2019 9:27 AM
To: Inbox <mail@lockhart.nsw.gov.au>
Subject: Town entrance signs feedback submission

To whom it may concern,

As a new resident of The Rock and someone that likes to learn about the history and meaning of a location and it's geographical landmarks, I have a suggestion for the new town sign for The Rock.

The design and ideas proposed for the signs looks great. Really nice.

I believe it would be nice to include more specific information surrounding The Rock Hill. For example, what does "Kengal" mean? What is it's significance? Surely there is a story to tell or perhaps many stories to be told about this place?

I have tried to find these details myself, however there is nothing to be found online at all. This is quite sad, as surely a location as outstanding and beautiful as The Rock Hill has some history and significance from centuries past.

I am not an indigenous person, however I do believe that the history and knowledge of a significant location to aboriginal peoples should be recognised and acknowledged accordingly. It is on my "to do list" to book in a tour with [Bundy Cultural Tours](#) for my family to learn more about the place we now live and have grown to love.

What I would really like to see for The Rock town sign details is a consultation with local aboriginal elders by Lockhart Council to discuss this and receive their feedback/suggestions.

For the benefit of the current and future community of The Rock and Lockhart Shire, learning of our ancient history can help to create a stronger and more unified future.

I am happy to be contacted to discuss further or answer any questions surrounding this suggestion.

Thank you for the opportunity to provide feedback.
I do hope that this has been of use to those in the decision making positions at Lockhart Shire Council.

Have a great day!

Kind Regards,

Michelle D. Bailey

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<http://www.mailguard.com.au>
[Report this message as spam](#)

4. PETITION RECEIVED AGAINST PROPOSED DEVELOPMENT

(DEES/G10-005)

Executive Summary

Council has received a petition against a proposed development within the Shire.

Report

Council has received a petition against a proposed large scale piggery development in the Pleasant Hills-Woodend area of the Shire. The petition notes the concerns why the petitioners oppose the development.

It should be noted that while there has been some planning enquiries, Council is yet to receive any formal application for the development. If, and when, Council does receive a formal application it will be assessed in accordance with the relevant legislation including notifications to the neighbours and the community. At this time people will be able to submit objections to the proposed development which will be considered in the assessment process.

Staff proposed to write back to the lead petitioner thanking them for their petition and explain the process moving forward including opportunities to make submissions to Council.

Integrated Planning and Reporting Reference

B1 - Our Shire is attractive and welcoming to businesses, industry, residents and visitors.

C1 - Our environmental practices are sustainable.

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

E2 - Council actively engages with its residents to support and facilitate decision making.

Legislative Policy and Planning Implications

- Environmental Planning & Assessment Act and regulations
- Council's Community Engagement Strategy and Participation Plan.

Budget and Financial Aspects

Nil.

Attachments

1. Copy of petition dated 21 May 2019, received by Council 10 July 2019.

Recommendation: That Council notes the information provided.

Notes:

Attachment 1. – Copy of petition dated 21 May 2019, received by Council 10 July 2019

Christopher & Beverley Bootsma
Codrington, Yerong Creek
NSW 2642
0269206150
0418512949
bootsmafarm@activ8.net.au

File No:	C 50-005
Log:	30620
GM	INFO REPLY REPORT
DCCS	
Rec'd	10 JUL 2019
DEES	✓
MES	
HR	
TEDO	

aw 10/7/19

Lockhart Shire Council
65 Green Street, Lockhart NSW 2656
PO Box 21, Lockhart NSW 2656

21 May 2019

Les & Betty Morey
Lorraine, Henty
NSW 2658
0428293708

Dear Sir/Madam,

Proposed Large-Scale Piggery Development

The community surrounding Robertson's Lane/Semmlers Lane/Dick Knobels Road and further afar have grave concerns for the proposed large-scale piggery development that is being planned in this location. The community and direct neighbours strongly oppose this type of development and have concerns regarding the following:

- The impact on roads and infrastructure
- The capacity of such roads to manage such high volumes of traffic and the impact on local school bus routes
- Wide spread environmental concerns and land degeneration
- Development of prime agricultural land
- The scale of such a development and the impact on surrounding land values
- The health and quality of life impacts for the surrounding community regarding odor and noise
- Water supply and requirements
- Disruption to neighbours and to what has long been a supportive, picturesque, attractive, productive farming locale

It is evident that the flow on effects for the proposed large-scale piggery development will be felt by the surrounding community and we along with others would appreciate the Council's consideration to review and investigate accordingly.

Please find the attached signatures of support from concerned community members for the opposition of this development.

We along with other concerned community members would be happy to provide further support for this letter verbally and may be contacted by telephone on 0418512949 or 0428293708.

Yours faithfully,



Christopher Bootsma

0418512949


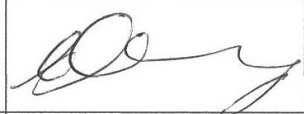
Les Morey

0428293708

Christopher & Beverley Bootsma
Codrington, Yerong Creek
NSW 2642
0269206150
0418512949
bootsmafarm@activ8.net.au

Community Opposition to the proposed Large-Scale Piggery Development


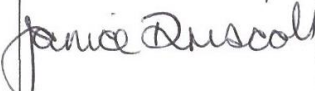
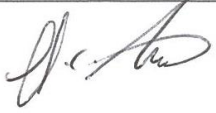

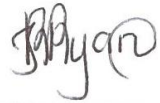
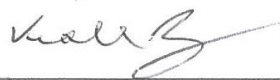
Les & Betty Morey
Lorraine, Henty
NSW 2658
0428293708

Name	Address	Signature	Date
Kade Morey	25 Klim St Killara Vic 3691		5.6.19
Marnie Morey	25 Klim Street Killara, VIC, 3691		5.6.19
Jf Willis	Garns-dale Yerong Creek	Jf Willis	6-6-19.
Darren Willis	Quarry Hill Henty	DWillis	6.6.19
Lucinda Eulenstein	'Kobada' Yerong Ck	LEulensta	6.6.19.
Shayla Morey	1005 Bethal road Gerogery	SMorey	9/6/19
MICHAEL FRASER	1005 BETHAL ROAD GEROGERY	M Fraser	9-6-19
Colin Morey	"Homeview" Yerong Creek	CM Morey	10-6-19.
Joanne Morey	"Homeview" Yerong Creek	J Morey	10.6.19
Justin Willis	"Welmers" Yerong Creek	Justin Willis	11.6.19
Malcolm Willis	"Edenhope" Yerong Creek	MW Willis	11-6-19
Jan Howard	"ILLAWARRA" YERONG CREEK	J Howard	13-6-19

Lockhart Shire Council
Ordinary Meeting – 15 July 2019

Christopher & Beverley Bootsma
Codrington, Yerong Creek
NSW 2642
0269206150
0418512949
bootsmafarm@activ8.net.au

Les & Betty Morey
Lorraine, Henty
NSW 2658
0428293708

Name	Address	Signature	Date
Les Morey	"Lorraine" 208 Five Ways Rd Henty 2658	L. C. Morey	27/5/19
Betty Morey	"Lorraine" 208 Five Ways Rd Henty 2658	BM Morey	27/5/19
Kevin Driscoll	"Emohruo" Yerong Creek		28/5/19
Janice Driscoll	"Emohruo" Yerong Creek		28-5-19
Olive Graetz	"Woodland" Yerong Creek	O.G. Graetz	28-5-19
Brian Graetz	"Woodland" Yerong Creek	B.G. Graetz	28-5-19
Ruth Eulenstein	"Pine View" Henty. 2658	Ruth Eulenstein	28.5.19
Edno Eulenstein	PINEVIEW HENTY 2658	ER Eulst	28-5-19
Hayden Moey	3 Lyne St Henty 2658		29-5-19
Kirsty Morey	3 Lyne St Henty NSW 2658		29.5.19.
Tarryn Ryan (Nee Morey)	13 Timberland St Leopold VIC 3224		2.6.19
KIAUL RYAN	13 TIMBERLAND SE LEOPOLD VIC 3224		2.6.19

Christopher & Beverley Bootsma
Codrington, Yerong Creek
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Community Opposition to the proposed Large-Scale Piggery Development


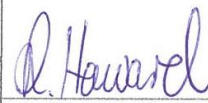
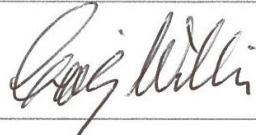


Les & Betty Morey
Lorraine, Henty
NSW 2658
0428293708

Name	Address	Signature	Date
GARRY TERLICH	"HIGH VIEW" Henty NSW 2658	Garry Terlich	26-5-2019
HELEN TERLICH	"Highview" Henty NSW 2658	Helen Terlich	28.5.2019
Katelyn Giovan	"Pine View" 191 Dick Knobles Rd Henty NSW 2658	Katelyn Giovan	28.5.2019
Ben Terlich	"Pine View" 191 Dick Knobles Rd Henty NSW 2658	Ben Terlich	28-5-2019
Sam Terlich	"Mundawadra" Henty NSW 2658 Grubben Road	Sam Terlich	29-5-2019
Rachael Terlich	"Mundawadra" Grubben Road Henty NSW 2658	Rachael Terlich	30/5/19.
Chris Bootsma	"Codrington" NSW Yerong Creek 2642	Chris Bootsma	2/6/19.
Bev Bootsma	"Codrington" Yerong Creek 2642.	Bev Bootsma	2/6/19.
Logan Bootsma	"Codrington" Yerong Creek 2642.	Logan Bootsma	3/6/19.
Carmen Bootsma	"Codrington" Yerong Creek 2642.	Carmen Bootsma	3/6/19.

Christopher & Beverley Bootsma
 Codrington, Yerong Creek
 NSW 2642
 0269206150
 0418512949
bootsmafarm@activ8.net.au

Community Opposition to the proposed Large-Scale Piggery Development







Les & Betty Morey
 Lorraine, Henty,
 NSW 2658
 0428293708

Name	Address	Signature	Date
NEIL TURNER	WEST VIEW HENTY		09-06-2019
DARREN HOWARD	ILLAWARRA YERONG CREEK		13-6-19
TRISH HOWARD	ILLAWARRA YERONG CREEK	P.A. Howard.	13/6/19.
CRAIG WILLIS	"MOSSY DELL" YERONG CREEK		13 TH June 2019.
ALEESHA MOREY	"LORRAINE" 208 FIVEWAYS RD HENTY 2658		16.06.19
WALTER ALEXANDER	WOODLEIGH YERONG CREEK		8-7-19.

Christopher & Beverley Bootsma
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 0269206150
 0418512949
bootsmafarm@activ8.net.au

Community Opposition to the proposed Large-Scale Piggery Development

Les & Betty Morey
 Lorraine, Henty
 NSW 2658
 0428293708

Name	Address	Signature	Date
COLIN KNOBEL	"Summerfield" Knobels Rd 353 Henty 2658	b. R. Knobel	1-6-19
JUDI KNOBEL	" " "	Judith J. Knobel	1.6.19
Clair Campbell	Iowa Garters Lane Henty 2658		1.6.19.
IAN CAMPBELL	"IOWA" GARTERS LANE HENTY 2658		1/6/19.
RICHARD KNOBEL	"SUMMERFIELD" HENTY NSW 2658		2/6/19.
Michael Knobel	18 Townview Walla		7-June 19.
Robyn Scholz nee Knobel	18 Gurney Cr. Wodonga 3690		7.6.2019.
Kirriy Knobel	18 Townview Walla Walla.		7.6.2019

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

5. BIOSECURITY AND ENVIRONMENTAL REPORT

(DEES/N10-025)

Executive Summary

Monthly report on priority weeds and environmental matters.

Report

Weeds

Control Program

Priority has been given to the control of Spiny Burrgrass (*Cenchrus spinifex*), Feathertop Rhodes Grass (*Chloris virgata*), Bridal Creeper (*Asparagus asparagoides*), and Horehound (*Marrubium vulgare*) on roadside reserves.

Riverina LLS Regional Weed Committee Meeting

Council's Environmental Officer attended the Riverina LLS Regional Weeds Committee Meeting held on 4 June at Narrandera.

The Weeds Management Capacity Audits were discussed, following the commencement of the auditing pilot project. The auditing process highlights areas where a council is excelling with their weed management capacity, and areas they still need to develop. Local Control Authorities can expect to be randomly selected for auditing from June onwards. The finalised Standard and the audit tools will be made available at completion of the pilot phase.

With the financial year of 2019-20 being the last year within the current NSW Weeds Action Program, discussion and consideration for the planning and preparation of the NSW Weeds Action Program 2020-25 occurred during the meeting. The guidelines for the next round of the NSW Weeds Action Program are in development.

Weeds officers from around the region expressed their concerns to the NSW DPI representative regarding the lack of appropriate time to prepare the next Weeds Action Program, given the fact that the guidelines have not been completed by the NSW DPI, and are not expected to be released for several months yet.

Significance discussion occurred around the use of glyphosate and the recent successful international compensation claims. Mel Wilkerson from Snowy Valleys Council supplied weeds officers with a report on the use of glyphosate by NSW Councils to address the controversy surrounding this issue. Key factors including. Glyphosate has been determined as carcinogenic by being injected directly into the brains of mice. Other activities also considered carcinogenic includes the burning of wood within a fireplace, doing shift work, eating red meat, and drinking hot coffee; and most significant, it has been concluded that glyphosate is safe to use if the directions on the label are followed.

Pests

Common White Snail Baiting Program

Snail baiting application occurred on Fairview Lane on 17 June.

Environmental Matters

Best Management Practice of Roadside Reserve Corridors Project

The final stage of the Best Management Practice of Roadside Reserve Corridors Project, in partnership with Wagga Wagga City Council, occurred in June. Roadside vegetation interpretive signs were developed and are located at various locations around the Shire, addressing the significance of roadside vegetation regarding conservation value, cultural values, wildlife habitat, threatened species and endangered ecological communities, and the processes that are degrading the composition of the roadside vegetation, including weed invasion, firewood collection, travelling stock, road maintenance and agricultural activities that are extending further than the property fence line.

Site specific signs were also generated to highlight the presence of threatened plant species or unique plant populations within the Shire, to provide protection for these individuals and establish exclusion zones for roadworks and travelling stock.

Integrated Planning and Reporting Reference

C2 – Flora and fauna are protected across the Shire.

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 be noted.

Notes:

6. RELEASE OF IPART REPORTS FOR CONSULTATION

(GM/I05-005)

Executive Summary

Three reports relevant to Local Government have been released by the Independent Pricing and Regulatory Tribunal (IPART) for consultation purposes.

Report

The Office of Local Government (OLG) has advised that IPART has released the following three reviews for feedback before developing final responses:

1. Review of the Local Government rating System;
2. Review of Reporting and Compliance Burdens on Local Government; and
3. Review of Local Government Compliance and Enforcement.

OLG has advised that together the recommendations contained in the IPART reviews proposes changes to Local Government which, if implemented, will have a significant impact on councils and communities.

OLG has further advised that some of the recommendations have already been implemented through other reform initiatives, whilst others have been ruled out by the Government because they may have adverse impacts on vulnerable members of the community, affect regional jobs and communities, or substantially increase costs for taxpayers and the broader community.

The closing dates for submissions have been staggered so that councils, community members and other stakeholders have time to consider each report individually. The consultation closing dates are as follows:

1. 13 September 2019 - Review of the Local Government rating System
2. 25 October 2019 - Review of Reporting and Compliance Burdens on Local Government
3. 15 November 2019 - Review of Local Government Compliance and Enforcement.

In order to fit in with the closing dates outlined above it is proposed to table separate reports on each of the three IPART reviews at the August, September and October Council meetings respectively.

Integrated Planning and Reporting Reference

C3 - Protect the environment by continual monitoring to detect possible breaches of relevant legislation or standards.

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

E1 - Continue to enhance sound financial management policies and practices.

E1 - Meet all governance and regulatory requirements in the conduct of Council operations.

Legislative Policy and Planning Implications

The IPART reviews and recommendations, if implemented, may lead to changes to the Local Government Act and other legislation affecting councils.

Budget and Financial Aspects

Any budget and financial implications will become clearer when more detailed reports are presented on each of the three IPART Reviews.

Attachments

Nil.

Recommendation: That the information be noted.

Notes:

7. PROPERTY MANAGEMENT REPORT

(DCCS/A60-020)

Executive Summary

Report to update Council on Council-owned buildings for the period 1 July 2018 to present. Going forward a property management report will now be incorporated for information with the Quarterly Budget Review.

Report

Council Housing

Council owns three dwellings in Lockhart. Since 1 July 2018 to date, Council has attended to 20 repairs and maintenance issues. Major improvements have been completed at 6 Drummond Street, Lockhart, with garden beds against the building along the rear and one section at the front of the house being replaced with concrete paths, due to termite and moisture problems.

Administration Building

There have been 21 maintenance issues attended to. Of concern sections of the roof leak in heavy rain on the eastern side of the building. Council has received one and is in the process of attaining another quote to rectify this issue.

Railway Building

There have been 8 maintenance issues attended to at the old Railway Station building. This building is currently rented to casual user groups. In the near future Council will need to consider improvements to the water pressure to ensure the building meets with Fire Safety Standards and significant repairs and painting to the exterior of the building will be needed.

Commercial Buildings

Council has three buildings currently leased - The Rock Medical Centre, the Lockhart Medical Centre and the Lockhart Dental Surgery. Council has attended to 29 maintenance issues for these three properties.

The Dental Surgery building will soon have a major facelift with the old fascia being removed and replaced due to asbestos and replacement of the fins on the eastern side. These repairs are being funded by Council, with the painting being funded under the current Heritage grant.

Magnolia Lodge

Council has nine units at Magnolia Lodge, all currently leased under residential leases. Council has attended to 73 maintenance issues and also visits residences every third Wednesday to collect rent, check Vital Calls are working and just say hello to the residents.

Council has recently sort feedback from residents asking if they feel the lighting is adequate. Eight of the 9 residents indicated they felt that the lighting is adequate, with one resident advising it is a little dark around the front of the units closest to Green Street. Council will investigate options to improve lighting for those units closest to Green Street.

The next planned improvement works identified to be undertaken is the removal of a tree in front of Unit 8 and the replacement of the path in front of Units 7 to 9. When Unit 7 became vacant recently, Council took the opportunity to have the unit painted and recarpeted.

Unit 6, which was damaged by fire, is currently in the hands of the insurer and assessor. Tenders have been evaluated and a contractor has been engaged to repair the unit.

Lockhart Memorial Hall

There have been 5 maintenance issues attended to. The Lockhart Memorial Hall continues to be hired to casual hirers and as with all our public halls, it would be nice to see an increase in use.

Major works identified for the hall is replacement of the roof of the supper room, as this is the original roof and was not replaced when the main roof was refurbished in 2011. Council will continue to look for grants to complete this work. Council also may need to look at renewing the flooring at some stage as spot repairs to the flooring is becoming a regular requirement.

Public Toilets

Lockhart public amenities - 34 maintenance and/or inspections have been completed in the financial year. Currently the toilets in CWA Park are cleaned daily and the toilets in Walter Day Park are cleaned 6 times per week. A tank has been installed at Walter Day Park to rectify water flow/pressure issues.

The Rock public amenities - 30 maintenance issues resolved at The Rock. Council has introduced an extra clean on Wednesdays for the amenities in the Avenue, Coronation Park and The Rock Recreation Ground as a trial, which seems to be working well. Larger toilet roll holders have been installed in all these amenities, due mainly to vandalism, theft and rolls being put down toilets causing blockages.

Galvin Park Yerong Creek – 12 issues resolved. Again, there had been a problem with vandalism involving paper. This has also been resolved by the introduction of larger toilet roll holders and there has not been a report of a blockage since 13 December 2018.

Youth Flats

Council has had 48 maintenance issues resolved at the youth flats. Most of these issues were identified at yearly inspections or inspections conducted at the end of a lease. All four youth flats are currently occupied.

The nature strip has been replaced with granite which has made an improvement to the flats. Other improvements that will be required in the near future include the installation of a split system air conditioner and repainting of Unit 3.

Integrated Planning and Reporting Reference

C1 - Ensure that Council buildings and facilities are environmentally sensitive.

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

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

The combined budget of the properties in this report totalled \$95,800 as at 31 March 2019 Quarterly Budget Review. All works have been within this budget.

Attachments

Nil.

Recommendation: That the report be noted.

Notes:

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

8. ENGINEERING REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering matters.

Background Information

- a) *Works Report:* Two grader crews are continuing with maintenance grading in accordance with the interim programme. Council has activated its third grader to assist with maintenance grading over the wetter winter months as required.

An Interim 3-month programme will be presented at the meeting. A new 12-month programme will be presented at the August 2019 meeting.

Concrete crew is continuing with the HML bridges project. The Urangeline Creek culverts on Western Road are complete, with sealing works to occur later in the warmer months. The triple culvert system on Henty Pleasant Hills Road will be the last set of culverts to be undertaken, with the culverts being delivered to site.

The Heavy Vehicle Safety & Productivity Program (HVSP) replacement of a further 4 structures as well as Flood Detour Road upgrade is expected to commence mid to late 2019. Design works have been undertaken for Flood Detour Road, with the road to be designed to accommodate B-Doubles, as well as improving the drainage in the area. Culverts have been ordered and expected to be delivered in the coming months.

Council has also been successful with its grant application under the Growing Local Economies grant program for the upgrade of Urana Lockhart Road, which is the widening and heavy patching works on 22.5km of MR59. It is expected that Council will continue with its works on the road shortly, with staff currently in the planning phase, with the project expected to take 12-18 months to complete.

Council's project under the Drought Relief Heavy Vehicles Access program for the trimming of trees and vegetation to allow 4.6m high access across the Shire is progressing well with one crew working its way through roads on the east and south sides of the Shire and another crew recently engaged to assist. It is expected the works will be completed in July 2019.

- b) *Flood Mitigation:* Refer to Major Projects update.
- c) *Road Safety Officer:* The Road Safety Officer is continuing with the safety audit of all roads within the Shire. The audit will form the basis of Council's Strategic Road Safety Plan and will be used for grant applications in the future.
- d) *Traffic Committee:* The new 50 km/hr zone on the west side of Lockhart to incorporate Flood Detour Road in the urban zone was installed in early July 2019.
- e) *Lockhart Local Emergency Management Committee:* The Lockhart Shire LEMC meeting was held on the 14 June 2019 at The Rock Hill Nature Reserve. An exercise simulating a rescue from the top of the hill was conducted with emergency services personnel.
- f) *Fleet:* Staff are currently obtaining quotes for the plant replacement in accordance with the adopted 2019/20 budget.

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

1. New 12-month Works Programme (to be handed out separately at the meeting).

Recommendation: That the information be noted.

Notes:

9. MAJOR PROJECTS UPDATE – JULY 2019

(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:

- Swimming Pools Upgrade:* The Rock pool upgrade works are progressing well with the tiling almost complete and pool shed construction commenced. Council staff have ordered materials for the playground and BBQ's. It is anticipated that the works will be completed by mid-October 2019, with opening date set for Saturday 26 October 2019.
- Demolition of Voluntary Purchase Properties:* Council has been successful with its grant application to continue the Voluntary Purchase of properties in Lockhart for the next three years, commencing 1 July 2019. Staff are now in discussions with next properties on the priority list.
- Flood Mitigation Construction-Lockhart:* Council has been successful with the grant application for Stage 2 flood mitigation works in Lockhart, being the drainage system east of the Industrial Park. As reported at the June 2019 meeting, all the tenders were well over budget. Council staff have submitted a funding variation request with OEH which has been successful (see further report in Closed Committee).
- Flood Mitigation Construction-The Rock:* A grant application has been submitted for Stage 2 flood mitigation works at The Rock, being the drainage works along Nicholas, Yerong and Urana Streets. It is not anticipated to hear any outcome on this application till late 2019.
- Playground – The Rock Recreation Ground:* Council has been successful in gaining \$75,000 from the NSW Government's 'Everyone Can Play' grant, with Council also contributing \$75,000 to the project. Staff have met with the Focus Group recently to discuss the finer detail of location and design of the playspace. This is currently being drafted for final agreement before the ordering of the equipment (see separate report to Council). The location is set to be near the netball courts at the current entrance to the Recreation Ground, with a new entrance to be constructed to the east as part of the swimming pool upgrade works along Wilson Street. Works are expected to commence late 2019.

Council has also been successful in gaining a further \$25,000 funding for the project from the Federal Government's Community Development Grant programme. As the Government has recently returned from caretaker mode from the election, the final timing of the grant is still not known.

- f) *Lockhart Renewable Energy Project:* Council has also been successful in gaining \$1M funding from the Federal Government's Community Development Grant programme to undertake Stage 1 of the project. Stage 1 entails the detail design, financial modelling, DA applications, and connection agreements with Essential Energy. As the Government has recently returned from caretaker mode from the election, the final timing of the grant is still not known.

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 \$4.7M for both pools
- (ii) VP Demolition – The purchase and demolition of properties over the next three years is anticipated to cost \$930,000 with the NSW Government to fund \$797,000.
- (iii) Flood Mitigation Construction - Funding received for Streven Street is \$856,000. Construction budget for the project is \$1.0M. Funding for Stage 2 at Lockhart is now \$741,000 with total project value of approx. \$1M. Stage 2 at The Rock total project value is \$1.0M.
- (iv) Playground at The Rock Recreation Ground budget is currently \$150,000.
- (iv) Stage 1 of the Lockhart Renewable Energy project is \$1M, with the overall project budget being approximately \$30M.

Attachments

Nil.

Recommendation: That the information be noted.

Notes:

10. PARKS AND GARDENS REPORT

(DEES/P10-005)

Executive Summary

Monthly report on parks and gardens.

Report

Environmental Grants

Parks and Urban maintenance crews have been conducting woody weed removal at Burkes Creek and Galore Hill. Removal of woody weeds reduces competition and allows local native species to regenerate; reduces habitat for feral pest animals and improves visual amenity. Funding is now fully expended.

Inclusive Playground

\$75,000 has been granted to Council from the NSW Govt. Everyone Can Play initiative to partially fund a new playground for The Rock. Council's financial commitment to this project will be included in the 2019/20 budget. Council representatives met with community groups and interested parties recently to discuss location, equipment and creative ideas. A revised plan has gone out to the focus group for comment.

Inclusive playspaces consider as many needs as possible. Playspaces should be welcoming and comfortable, easy to navigate and interesting. They should offer a range of physical challenges, a variety of landscape settings and provide opportunities to connect with others.

The new playground will be installed at The Rock Recreation Ground and will follow the design principles to create a playspace for everyone, regardless of age, ability (both physical and mental) or cultural background.

Trees

Pruning of street trees has begun and will continue throughout winter.

Cooler temperatures, some rain and deciduous trees entering dormancy has allowed the watering schedule to be dramatically reduced.

Mowing and Slashing

The winter slashing schedule is being revised due to low rainfall slowing growth.

Mowing and edging of parks and recreation grounds is being completed as required.

Weed Control

Regular weed control is being conducted on Council property including hand spraying and weeding of gardens. Spraying lawns for broadleaf weeds, especially clover, is being conducted.

Parks and Gardens

The warm weather has seen the Shire roses continue to bloom well into autumn and have continued to require regular deadheading. Winter pruning will be scheduled for July and August.

Irrigation systems have been reduced or shut off.

Routine garden maintenance is being conducted including regular weeding, spraying, pruning and mulching.

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.

Attachments

Nil.

Recommendation: That the information be noted.

Notes:

11. ROADS PROGRAMME 2019/20

(DEES/T10-015)

Executive Summary

Council has a large roads construction programme planned for 2019/20 year.

Report

Council's adopted Operation Plan for 2019/20 has allocated \$7,457,528 to roads and footpath capital works. This includes R2R allocation of \$677,249 and Growing Local Economies (State) of \$3,935,280 for MR59 Upgrade project, as well as Heavy Vehicle Safety & Productivity Programme (Federal) for Bridges and Flood Detour Road upgrade of \$690,000.

Council staff propose the following roads programme, which is slightly modified to that presented in the Operational Plan to incorporate possible R2R grant increase in which Council is waiting on the outcome:

- PAMPS/Active Transport program - \$95,000 (50% external funding to be confirmed)
- Bus Shelters at Yerong Creek for school bus exchange - \$20,000 (external funding to be confirmed)
- Bridges/Culverts on Grubben Road, Lockhart The Rock Road and Bullenbong Road as well as Flood Detour Road Upgrade project - \$690,000
- Widening of MR59 – Urana Lockhart Road - \$3,935,280
- RRRP (RMS) of Regional Roads at MR59 & MR370 to tie into Flood Detour Road project – \$200,000
- RRRP (RMS) – Heavy patching MR59 in conjunction with Widening Project - \$190,000
- Continue widening Western Road - \$169,312
- Continue widening Osborne Yerong Creek Road - \$169,312
- Continue widening The Rock Mangoplah Road - \$169,312
- Continue widening Yerong Creek Mangoplah Road – \$169,312
- Resealing Regional Roads - \$600,000
- Resealing of Local Roads, including sealing Flood Detour Road - \$350,000
- Resheeting of gravel roads - \$690,000 being:
 - Flood Detour Road - \$100,000
 - McRories Lane - \$60,000
 - Ryan Stock Route - \$80,000
 - Spurrells Lane - \$80,000
 - Munyabla-Munyaplah Lane - \$40,000
 - Spanish Ave - \$40,000
 - Adams Lane - \$20,000
 - Unallocated - \$270,000.

Council has been advised that additional R2R allocation of \$169,313 is to be confirmed in the first quarter of 2019/20 and as such it is proposed that this is used as part of Council's contribution to Widening of MR59 – Urana Lockhart Road.

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 and Planning Implications

Nil.

Budget and Financial Aspects

All works will be undertaken within budget allocations for 2019/20 and successful grant funding applications.

Attachments

Nil.

Recommendation: That Council endorses the roads programme for the 2019/20 year.

Notes:

12. LOCAL ROADS CONGRESS

(DEES/P55-010)

Executive Summary

Report on the NSW Local Roads Congress held in Sydney on 3 June 2019.

Report

The NSW Local Roads Congress was held in Sydney on 3 June 2019 at NSW Parliament House. Lockhart Shire Council did not have any attendees at this years' conference, however, the attached newsletter from Institute of Public Works Engineering Australasia (IPWEA) provides a summary of the discussion and Communique from the day.

With regards to the actions called upon Councils to undertake, it should be noted that Lockhart Shire Council has or currently is undertaking the following:

- Annual review of its Asset Management, particularly valuations, in conjunction with external auditor and the NSW Audit Office. Staff are continuing to improve their asset management skills and knowledge.
- Completed a Road Safety Plan and now undertaking through the Road Safety Officer a safety audit of all roads within the Shire. The audit will form the basis of Council's Strategic Road Safety Plan and will be used for grant applications in the future.
- Council staff attend regional meetings and forums where knowledge sharing occurs and also attend training as budget allows.
- Implemented several new practices and technologies into the road making process, including the recent purchase of "Pugmill" and use of recycled glass.
- Implemented a cadet engineer programme as well as apprentice and trainee positions in the organisation. Council maintains a Workforce Plan and uses techniques such as mentoring to ensure skills are not lost on retirements.
- REROC has developed a Regional Transport Plan which has been used to obtain significant grant funding.

Council has been quite proactive on road safety to ensure that its road network is safe and functional for all road users.

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 and Planning Implications

Nil.

Budget and Financial Aspects

Nil.

Attachments


1. IPWEA Newsletter – 2019 Local Roads Congress.

Recommendation: That Council notes the information provided.

Notes:

Attachment 1. – IPWEA Newsletter – 2019 Local Roads Congress.

New South Wales



IPWEA

INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

P55-010

May 2019 Issue #172

IPWEA (NSW) ROADS & TRANSPORT DIRECTORATE

2019 Local Roads Congress

State Government commits to more funding to address Regional infrastructure backlog and Road Safety

File No:					
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On Monday, 3rd June, NSW State MPs, Local Government Councillors and Engineers along with State Government agencies gathered at the NSW Parliament House at the NSW Local Roads Congress to discuss issues such as managing risks, road funding models, road safety and emerging transport technologies.

State MPs in attendance included The Hon. Paul Toole, MP, Minister for Regional Transport and Roads who delivered the Keynote Address; The Hon. Chris Gulaptis, MP, Parliamentary Secretary for Regional Roads and Infrastructure; The Hon. Peter Primrose, MLC, Shadow Minister for Local Government and Communities and Shadow Minister for Regional Roads; The Hon. Clayton Barr, MP, Shadow Minister for Finance, Services and Property; The Hon. Michael John Johnsen, MP, Parliamentary Secretary for Agriculture; The Hon. (Mick) Michael Stanley Veitch, MLC, Member of the Legislative Council and Shadow Minister for Primary Industries, Shadow Minister for Lands, and Shadow Minister for Western NSW; The Hon. Abigail Boyd, MLC; The Hon. Leslie Williams, MP, Deputy Speaker; The Hon. Roy Butler, MP; The Hon. Kate Washington, MP, Shadow Minister for Early Childhood Education, and Shadow Minister for the Hunter; and The Hon. Dugald Saunders, MP. Cllr Linda Scott, President of Local Government NSW (LGNSW), gave the opening address.

At the conclusion of the Congress, delegates adopted the following Communiqué:

To further the outcomes of this Congress, the Congress calls on Governments to take the following measures:

NSW Local Government

The Congress calls on Councils in NSW to:

1. Progress the Congress Communiqué by writing to the relevant Ministers and their local NSW and Australian Government MPs seeking their support for the Congress outcomes.
2. Continue to improve asset management performance by:
 - a. continuing to work with the Office of Local Government and the NSW Auditor General to improve the transparency and consistency of infrastructure measures within the Integrated Planning & Reporting framework.
 - b. incorporation of a Road Safety Strategic Plan (aligned with the NSW Road Safety Plan 2021 and in accord with the IPWEA NSW Guidelines for Road Safety Plans 2019) within each Council's Resource Plan.
 - c. building capacity within the Local Government industry by supporting ongoing training and knowledge sharing.

3. Support the employment of better techniques and the importation of proven technology to better meet our community's needs through improved engineering and construction methods.
4. Develop robust workforce strategies to ensure the skills and capacity exist to plan, deliver and maintain local roads now and in the future, including cadet and apprenticeship programs at a professional and operational level.
5. Advocate for place-based regional transport strategies that encourage public transport and active travel solutions in metropolitan and regional centres across NSW.

NSW Government

The Congress calls on the NSW Government to:

1. Develop a sustainable funding model for Local Government in NSW.
2. Implement a system to:
 - a. Recognise the importance of qualified engineers and call on the government, in consultation with key industry groups, to implement on a transitional phase-in basis, a requirement for all local government authorities to have a suitably qualified engineer.
 - b. Recognise engineers as a profession, through a State and National registration scheme, similar to Queensland and Victoria, and as raised at the Council of Australian Governments in 2011-12.
 - c. Support cadetships for civil engineering across all government projects, in order to ensure the long-term workforce capabilities.
3. Accelerate the delivery of regional transport plans across NSW working in conjunction with Councils.
4. Redistribute Federal Assistance Grants to regional NSW to address social equity and reduce the infrastructure funding gap, with a more meaningful rate charged on urban land so large urban Councils are not financially disadvantaged.

Continues overleaf

Continued from front page

5. Increase the existing Regional Road Block Grant and Repair Program allocations to reflect increases in the construction cost index which is well above CPI.
6. Implement IPART Review of the Local Government Rating System where LGNSW and stakeholders support the recommendations.
7. Initiate consultation with Local Government to establish a Freight Strategy to increase productivity and safety through targeted investment.
8. Work through the TfNSW to support Councils needing assistance to achieve R2 prequalification to ensure Councils are strengthened in contracting to TfNSW to deliver Road Maintenance Council Contracts (RMCC).
9. Ensure that the implementation of future RMCC Contracts be direct with Councils and any other arrangements be made only at the request of the individual Councils, avoiding the pitfalls of a one size fits all approach.
10. Provide support for Councils to work with local businesses and communities to implement local and regional Climate Change Plans - particularly in relation to infrastructure.
11. Support Councils in developing and implementing strategic Road Safety Plans as part of the implementation of the NSW Road Safety Plan 2021.
12. Provide planning and funding for initiatives that contribute to the reduction of private car journeys across the state such as additional commuter and satellite parking facilities and car share services. This is a broad benefit initiative that will have a positive impact on road safety outcomes, reducing congestion, improving community health and optimizing asset useful lifecycle.
13. Improve systems for open reporting and sharing of data with Local Government including during emergency situations (e.g. road closures).
14. Continue to work with Local Government to develop a more equitable financial arrangement for the implementation of the use of day labor to repair road infrastructure when responding to undertake repairs resulting from natural disasters.
15. Strategically target first and last mile hotspots for enhancement as part of the freight strategy.

NSW and Australian Governments

The Congress calls on the NSW and Australian Governments to:

1. Continue the funding to Local Government under grant programmes such as Fixing Country Roads and the Bridges Renewal Program.
2. Build upon the Fixing Country Rail Program to target the reduction of freight loads on local and regional roads, including resolving institutional impediments for access to existing rail.
3. Encourage ALGA to use its position on COAG, informed by State Local Government peak bodies and IPWEA NSW, to develop a new National Infrastructure Partnership for the three tiers of Government for smarter long-term investment planning in transport and community infrastructure.
4. Develop a coordinated policy framework that maximises the public good of transport technology (hydrogen, electric and autonomous vehicles) taking into consideration the current transport infrastructure capacities and constraints.

Australian Government

The Congress calls on the Australian Government to:

1. Restore FAGs to 1 percent of the total Federal Government budget.
2. Find equitable and sustainable ways to fund infrastructure investment.
3. Review the formula for the distribution of identified roads grants, and end cost shifting by state governments.
4. Increase funding for the replacement or restoration of damaged assets to a more resilient standard following a natural event.
5. Repair the shortfall in Roads to Recovery funding announced in this year's budget. While the base funding for the next five years was increased, the total program funding is \$700 million less than it was for the previous five-year program.
6. Address the potential revenue loss from the shift from petrol to electric vehicles by establishing a new user-pays system to replace the \$18.7 billion a year in road taxes.

Australian Local Government Association

The NSW Congress seeks the support of ALGA to deliver the NSW Roads Congress outcomes.

A copy of the Communiqué can be downloaded from https://www.ipweansw.org/sites/default/files/uploaded-content/field_content_file/2019_local_roads_congress_communique_final.pdf

NHVR Concludes Saleyards Review

The National Heavy Vehicle Regulator (NHVR) has finalised a review of Improvement Notices issued to Forbes Shire Council and Dubbo Regional Council in relation to operations at the saleyards. NHVR Executive Director Statutory Compliance Ray Hassall said that the NHVR had provided the councils with guidance about their responsibilities as Loading Managers under Chain of Responsibility legislation. "Saleyards are an incredibly important part of our regional economies and we want to work with councils to ensure

they remain productive," Ray said. "However, we must also ensure we are keeping all road users and transport workers safe." The review concluded that, in the circumstances, the requirement to install and operate a fixed weighing system goes beyond the scope of what is reasonably required under the HVNL. The decision also instructs the councils to conduct routine compliance observations in



order to ensure that top deck loading is done safely, including requiring stock agents to pay attention to the issue.

IPWEA (NSW) ROADS & TRANSPORT DIRECTORATE

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13. PLAYGROUND AT THE ROCK RECREATION GROUND

(DEES/G10-005)

Executive Summary

Update on the status of the new playground at The Rock Recreation Ground.

Report

Further to the report to Council at its November 2019 meeting regarding application to the NSW Government's Everyone Can Play (ECP) in NSW Grant 2018-19, Council has been successful with this grant funding. The ECP grant finding is for providing inclusive playspaces for everyone - young and old, families and carers and people of all abilities and backgrounds through the ECP program. Playspaces exist at the heart of our communities and should cater for everyone. The Rock Recreation Ground does not currently have any playgrounds and in fact The Rock has very limited playground spaces compared with Lockhart. The ECP grant is a good opportunity to help fund the design and construction of the latest all-inclusive playground at the recreation ground, which would be a wonderful facility and attraction to the town.

A Focus Group was formed during the grant application process involving all areas of the local community including The Rock Recreation Ground Committee, local pre-school and school, Emily Gardens, local indigenous representative as well as The Rock Progress Association. A meeting was held on site in April 2019 to discuss the planned layout and positioning of the new playground. The Focus Group felt that the best positioning would be adjacent to the netball courts and in the location of the existing driveway access to the reserve, with a new improved access to be constructed further to the east along Wilson Street. This access is to be constructed in conjunction with works on the swimming pool upgrade and is proposed to occur after the current football netball season is completed.

Following the meeting in April an overall plan has been developed in accordance with the 'Everyone Can Play' checklist and has been circulated to the Focus Group for comment (see attached). All agreed that it looks great and will be a fantastic addition to the recreation reserve.

If Council endorses the overall layout and plan for the new playground it is a requirement that it is sent to 'Everyone Can Play' for its concurrence before works can proceed. It is anticipated that works would commence late in 2019 once sign off by the NSW Government has been received, the new entrance has been constructed and the play equipment has been procured.

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 and Planning Implications

- New playgrounds are required to be designed and constructed in accordance with the NSW Government's 'Everyone Can Play in NSW' guidelines
- NSW Disability Inclusion Act 2016.

Budget and Financial Aspects

- Budget for new playground is \$150,000
- Grant funding received is \$75,000
- Council's contribution to be \$75,000 which is included in the 2019/20 budget.
- A further \$25,000 has been pledged by the Federal Government with funding agreement yet to be finalised.

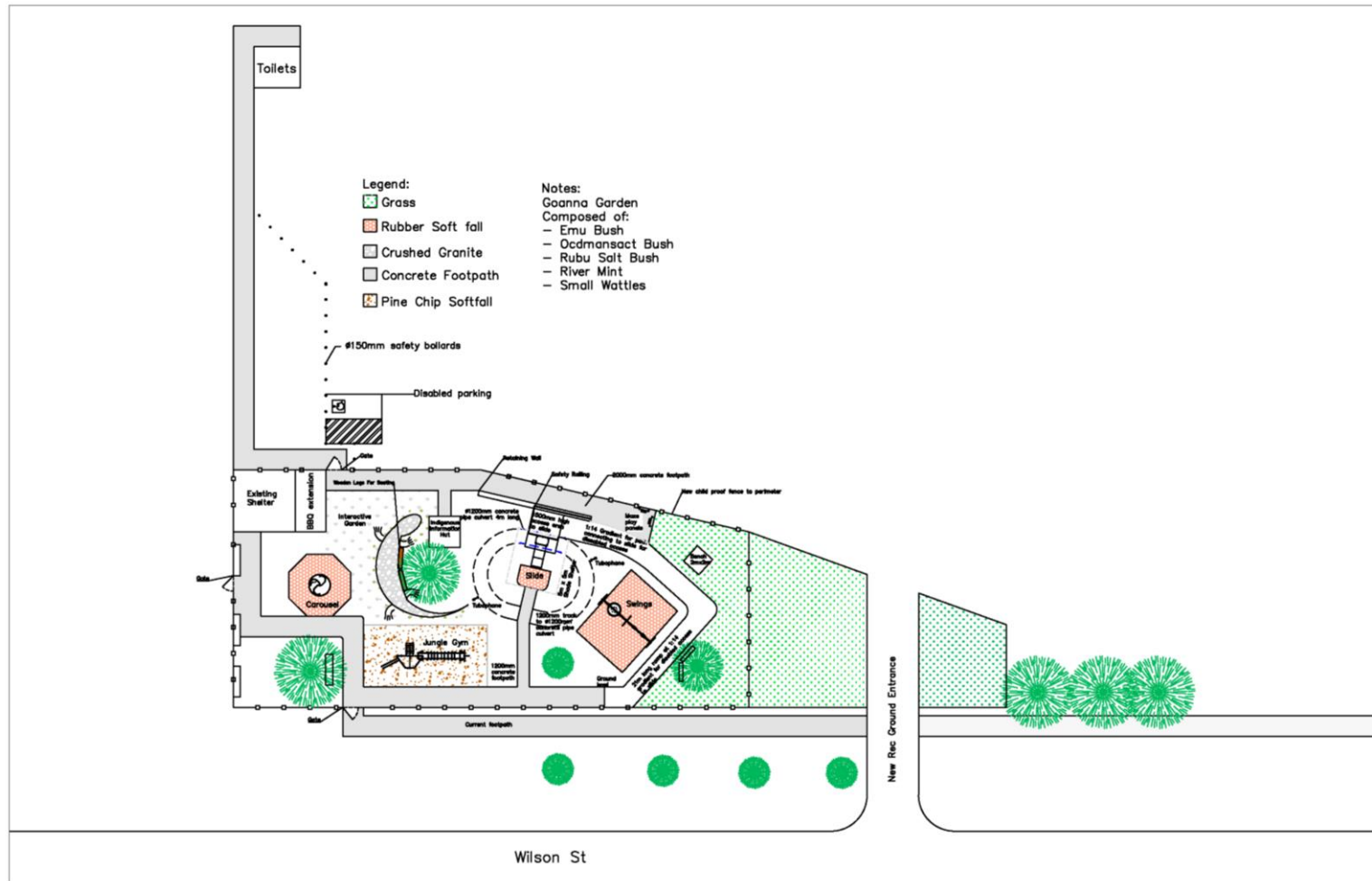
Attachments


1. Everyone Can Play-Interactive Playground Plan.

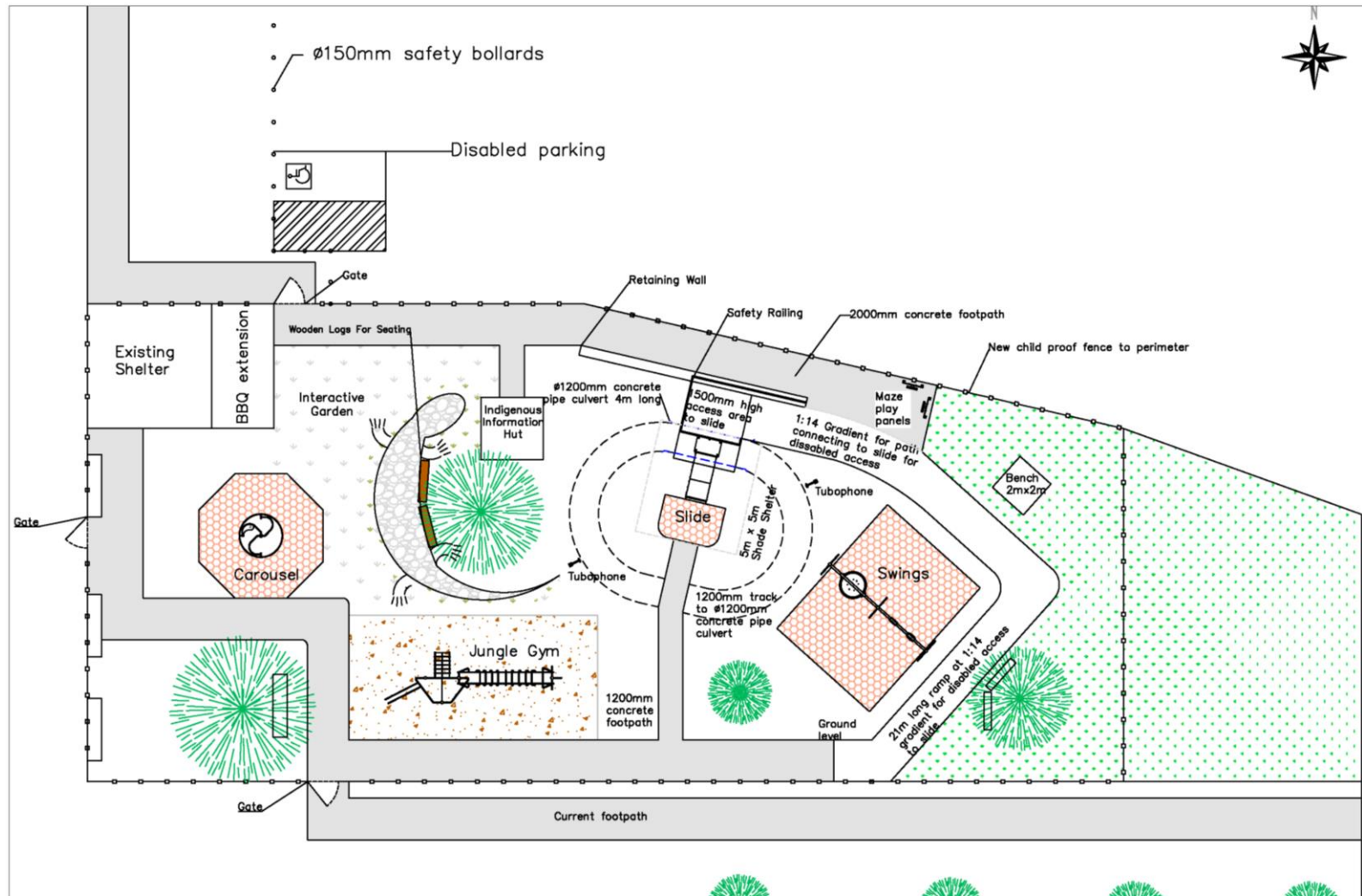
Recommendation: That Council endorses the overall layout and plan for the new 'Everyone Can Play' playground at The Rock Recreation Ground.

Notes:

Attachment 1. – Everyone Can Play Interactive Playground Plan



 <p>LOCKHART SHIRE COUNCIL 65 Green Street, PO Box 21, Lockhart NSW 2856 Telephone: (02) 6920 5305 Email: mail@lockhart.nsw.gov.au www.lockhart.nsw.gov.au</p>	Scale 1:350	Drawn By Josh Singe	Title Concept Plan1	Drawing No. 1:2
		Date 27/06/19	Project Everyone Can Play_ Interactive Playground	



 <p>LOCKHART SHIRE COUNCIL 65 Green Street, PO Box 21, Lockhart NSW 2856 Telephone: (02) 6620 5305 Email: mail@lockhart.nsw.gov.au www.lockhart.nsw.gov.au</p>	Scale	Drawn By	Title	Drawing No.
	1:175	Josh Singe	Concept plan 2	
		Date	Project	
		27/06/2019	Office Update	2:2

PLAY EQUIPMENT



Metal Double Bay Swing with Pod



Maze Play Panel



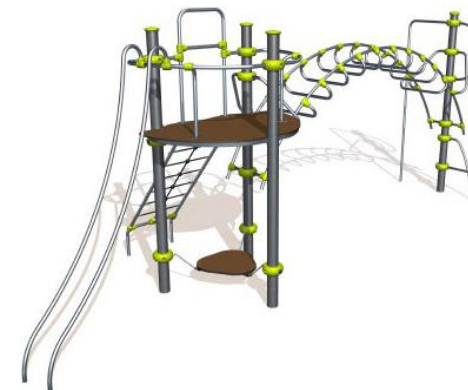
Access Carousel



Double Width Embankment Slide



Tubophone



Jungle Gym

Seating and Utilities



1800 x 1800 Citistyle Platform Seat



1800 x 700 Citistyle Double Bench Seat



Frontier Double BBQ -Easy Access



1800 x 350 Citistyle Bench Seat

Interactive Playground Location



This is page 70 of the Business Paper of the Ordinary Monthly Meeting of the Lockhart Shire Council held in the Council Chambers, Green Street, Lockhart – 15 July 2019.

14. DISUSED BUILDINGS – FRENCH PARK TENNIS COURTS (DCCS/P25-025)

Executive Summary

Update on the disposal of the disused buildings at the French Park Tennis Courts.

Report

Further to report to Council at its April 2019 regarding the disposal of the disused buildings at the French Park Tennis Courts, a late report with additional information will be provided at the Council meeting.

Integrated Planning & 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 and Planning Implications

Nil.

Budget and Financial Aspects

Expected to be nil cost to Council.

Attachments

Nil.

Recommendation: That Council notes the information provided.

Notes:

15. 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 June to 30 June 2019.

DA No	Development	Applicant/Owner	Site of Development
70/19	Shipping container	L Hayes	4 Roberts St, Milbrulong
CDC71/19	Patio and deck	J Higginson	32 Urana Street, The Rock
72/19	Detached shed	J Driscoll	38A King St, The Rock
75/19	Farm building with office	W Nightingale	3200 Lockhart The Rock Rd, 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 are processed under the provisions of the Environmental Planning & Assessment Act 1979.

Budget and Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted.

Notes:

16. VARIATION TO BUILDING LINE SETBACKS, DA73/19

(MES/P25-010)

Executive Summary

Council have received a request for variation to the building controls in the Lockhart Development Control Plan 2016 (DCP), for works proposed at 57 King Street, The Rock NSW.

Report

In conjunction with Development Application 73/19, Council have received a request for variation to the building line setback control applied by the Lockhart Development Control Plan 2016 (DCP), to permit the erection of a verandah and deck to the front of an existing dwelling at 57 King Street, The Rock.

The Lockhart Development Control Plan provides for efficient development controls that positively respond to the character of existing villages. The 'Residential and Village Development' chapter applies building line setbacks to allow for correct siting of buildings relative to each other, the public domain and natural features, while also maintaining safety, privacy, noise amelioration, views, streetscape, provision of services, retention of vegetation and protection of sensitive areas.

The residence at 57 King Street, The Rock, sits well behind the current setback requirement of 10 metres. If constructed, the proposed deck (including the access ramp at 3.5 metres deep) will result in a reduced setback of 8.2 metres from the front lot boundary.

Before determining the request, Council should consider the aims of the DCP in applying building line setbacks, as well as the following:

Precedence

Setbacks are influenced by the size of the lot upon which a building stands. In King Street at The Rock, some buildings do not comply exactly with the setback controls applied by the DCP, however most of these buildings pre-date Council's building line setback controls. The setback of existing dwellings in King Street vary from 4 metres to 8 metres, depending on the lot size.

Impacts on street aesthetics

King Street is a wide, sealed street with dwellings of various styles. Street trees and private landscaping work to fill the front yards. The plain façade and modest landscaping at 57 King Street highlight the large building line setback on the existing dwelling house, and if constructed, the proposed deck and verandah could well complement the large open space and provide a more complementary and modern street appeal.

Objectives of the control requirements

The proposed deck with access ramp is of minor development and is not to have any significant impact with respect to the public domain and natural features and safety.

Based on this information and given consideration to the existing street scape it would be difficult to refuse the request for a reduced building line setback to the proposed development.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

The Lockhart Shire Development Control Plan is pursuant to Division 6 of the Environmental Planning & Assessment Act 1979, and sets out Council's controls for building and development in conjunction with the Lockhart Local Environmental Plan 2012.

Budget and Financial Aspects

Nil.

Attachments

1. Application for Variation to DCP from applicant.
2. Site plan of proposed development.
3. Photo of proposed site.

Recommendation: That Council grant the request variation to the Lockhart DCP for reduced building line setback for a front porch with access ramp at 57 King Street, The Rock, NSW.

Notes:

Attachment 1. - Application for Variation to DCP



LOCKHART SHIRE COUNCIL

File P25-010

65 Green Street LOCKHART NSW 2656 PO Box 21 LOCKHART NSW 2656
Ph: (02) 6920 5305 Fax: (02) 6920 5247 Email: mail@lockhart.nsw.gov.au
Website: <http://www.lockhart.nsw.gov.au>

Application for Variation to Development Control Plan

1.	DA No 72/19				
2.	Subject of Land: Residential				
House No	57	Street	King		
Town	The Rock				
Lot	5	Section		DP	758971

Information for the applicant

Notwithstanding any provisions of this DCP, other than those standards included in other legislation or are only permitted to be varied as development standards, Council may consider a variation to the DCP.

- Any application which seeks to vary a development control under Council's Development Control Plans (DCP) must be supported by a written request. Applicants should use this proforma to address any relevant matters.
- No guarantee can be given that the request will be supported. The nature of the variation will determine whether it can be determined under delegation or at a council meeting. You are strongly encouraged to design within the DCP controls.
- You may attach additional information to this form if there is insufficient room.

3. Details of the Development Control Plan proposed to be varied

Part proposed to be varied – (for example – part 2.2 residential and village development)

DCP Residential and Village Development – part 2.1 front setbacks

What control/s is/are proposed to be varied?

Control – 'A front setback of 10m, if the lot has an area of 1500m² or greater'

The site area is 2023m² and the proposed porch encroaches into the 10m front setback.

Why is/are the control/s unreasonable for the proposal?

The existing residence on the site was built well before the 2016 Lockhart DCP, before any of these current controls were implemented. The dwelling is setback 11.7m from the front boundary. It is unreasonable to design this porch within 1.7m this control is limiting this development to. In order to achieve a functional undercover porch, which can be used for more than a thoroughfare (such as outdoor living space) and also allow for accessibility to the front door (accessible ramp) the distance required is 2.4m for the covered porch and 1.1m for the ramp.

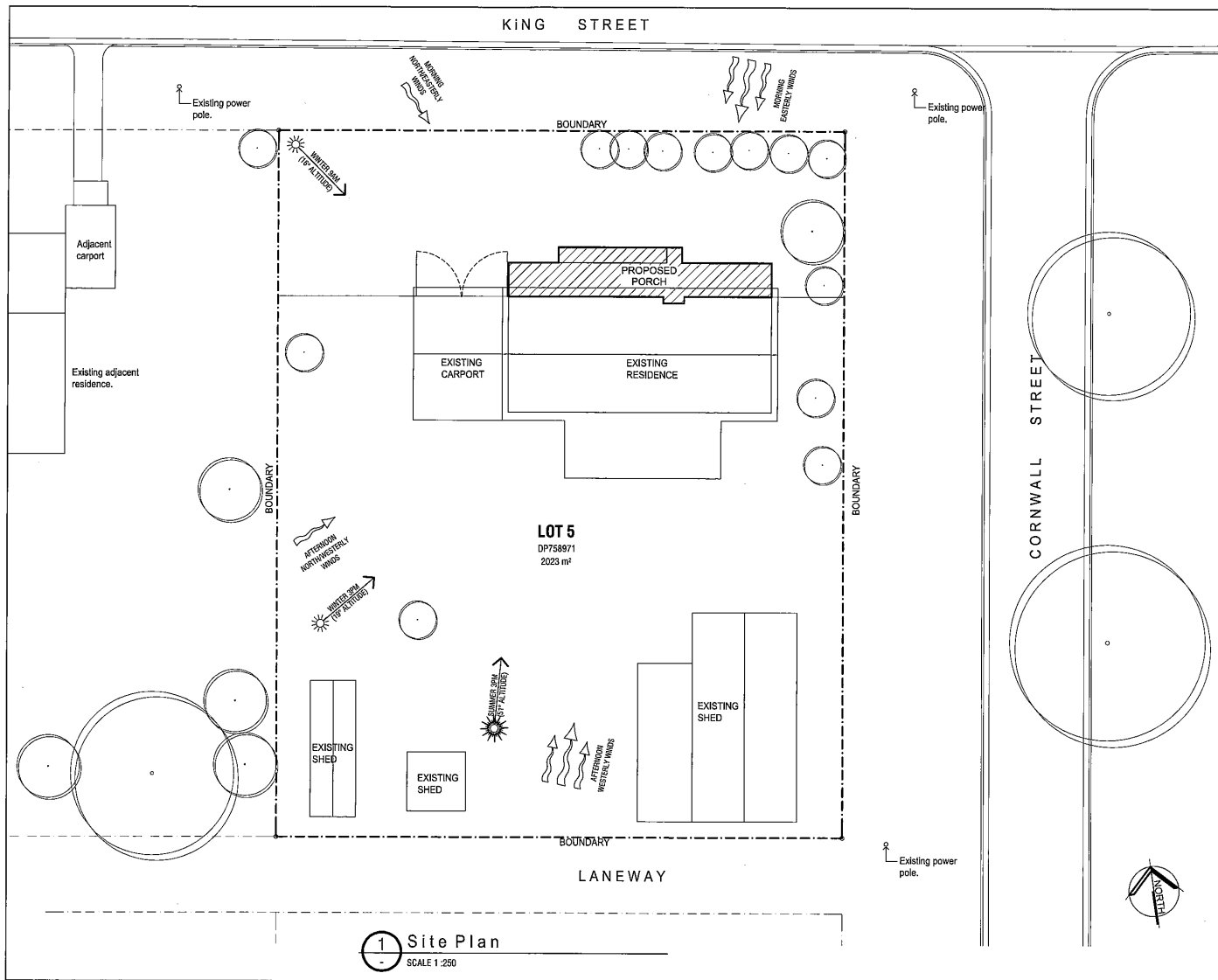
How does the proposal meet the objectives of the above mentioned control?

The objective of the control is to set appropriate setback guidelines and to control the consistence along the street – Even though the proposed porch is within the 10m front setback it is still blends in with the adjacent properties current front setbacks. The dwelling carport to the west has a setback of approx. 5.5m and the dwelling to the east, across the road, is setback approx. 9m. With the addition of the porch and ramp the front setback is 8.2m to the ramp and 9.3m to the covered porch, which is not out of place with the adjoining properties.
- The porch addition also supports the efficient use of residential land by upgrading the usability of the residence.

Any other considerations?

These setback controls apply to a new dwelling house as stated *'The following front setbacks apply to a new dwelling house with frontage to a primary road.....- A front setback of 10 metres, if the lot has an area of 1500m2 or greater.'*
As we are restricted with the existing current residence the new porch design still tries to work in with these setback objectives by encroaching to a minimal degree.

Attachment 2. – Site Plan DA73-19



THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL DRAWINGS AND SPECIFICATIONS RELATING TO THIS PROJECT.

CARRY OUT ALL WORK IN ACCORDANCE WITH THE NATIONAL BUILDING CODE (NBC) AND ASSOCIATED AUSTRALIAN STANDARDS.

CONTRACTOR SHALL CHECK ALL DIMENSIONS ON SITE AND CONFIRM SETOUT PRIOR TO COMMENCING WORK. WHERE VARIATION OCCURS, CONSULT DESIGNER PRIOR TO PROCEEDING.

1. CDC Issue 20/04/2019
 Issue

milne
 BUILDING DESIGN

27 BRINDABELLA DRIVE
 WAGGA WAGGA, NSW 2650
 Mob: 0401271454
 email: milnebd@gmail.com
 ABN: 1278989188

Project
Proposed Front Porch Deck Addition

57 King Street
 The Rock

Client
J. & J. Building and Construction

Drawing
Site Plan

Drawn
 MBD / JM

Date
 March 2019

Scale
 1:250 @ A3

Project No.
 19-01

Drawing No.
A3.02 / 1

1 Site Plan
 SCALE 1:250

Attachment 3. – Photo of proposed site



STRATEGIC DIRECTION E: Strong Leadership and Governance

17. INVESTMENT AND BANK BALANCES REPORT – 30 June 2019

(DCCS/F10-010)

Executive Summary

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.

Cash at Bank

Opening Combined Cashbook Balance 1,286,334.23

Add: Total Receipts

Rates	81,979.17	
Debtors	281,074.32	
DEFT Transfer	500,000.00	
Grants - Advanced FAG	1,870,785.00	
The Rock East Drainage	294,258.86	
RMS - RRRP	51,958.00	
The Rock Progress Grant	38,260.00	
CBP Grant Engineering costs of the Observatory	16,740.00	
Everyone Can Play Grant	15,000.00	
FOGO in the Heart of the Riverina	60,275.00	
The Rock Rec Ground Upgrade Amenities Building	16,500.00	
Osborne Rec Ground Access Road Safety & Playground	21,763.00	
The Rock Unit Building Grant	19,299.28	
Coolmon Shire - Grant Internal Audit	20,000.00	
Sale of Land	111,895.21	
Investment Interest	19,277.87	
Redeemed Investments	750,000.00	
BAS Refund - July 2018	8,851.47	
BAS Refund - May 2019	66,521.00	
Other Receipts	42,769.65	
	4,287,207.83	

Less: Total Payments

New Investments 1490-3015-0001 4,708,548.92

Closing Combined Cashbook Balance 864,993.14

Closing Bank Statement Balance

Bendigo Bank	872,409.85
Macquarie Bank	14,310.89
Bendigo Bank-Prichard Trust	31,650.66
	918,371.40

Add: Outstanding Deposits

0.00

918,371.40

Less: Outstanding Cheques

53,378.26

Closing Combined Cashbook Balance 864,993.14

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP RIM	2.30	250,000.00	3.36
AMP/RIM	2.35	300,000.00	4.03
AMP/RIM	2.30	500,000.00	6.71
Bankwest	2.30	500,000.00	6.71
Bankwest	1.85	500,000.00	6.71
Bankwest	1.85	400,000.00	5.37
Bankwest	At Call	500,000.00	6.71
BENDIGO	2.25	250,000.00	3.36
Bendigo	2.05	400,000.00	5.37
BENDIGO	2.20	100,000.00	1.34
BENDIGO	2.20	250,000.00	3.36
BENDIGO	2.20	500,000.00	6.71
Bendigo	2.10	500,000.00	6.71
NAB	2.10	500,000.00	6.71
NAB	2.03	500,000.00	6.71
NAB/Tcorp	2.49	500,000.00	6.71
T Corp	At Call	1,000,000.00	13.42
		7,450,000.00	100.00

General Ledger Balances as at Month End

FUND	AMOUNT
General (PTD)	1490-3000-0000 688,454.23
Combined Sewerage	8490-3000-0000 144,888.25
Trust Fund	9991-3000-0000 31,650.66
	864,993.14 864,993.14
TOTAL FUNDS HELD ARE:	8,314,993.14

Integrated Planning and Reporting Reference

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

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

E1 - Meet all governance and regulatory requirements in the conduct of Council operations.

Legislative Policy and Planning Implications

Local Government Act 1993 Section 625 Investments.

Local Government (General) Regulation Clause 212.

Budget and Financial Aspects

Council's 2018/19 Operational Budget has forecast a total of \$100,000 income from interest on investments, being split between General Fund of \$85,000 and Sewer Fund of \$15,000. For the months July 2018 to June 2019 the average end of month balance of funds invested has been \$7.98 million and the average return on invested funds has been 2.55%. On these year to date figures, Council's budgeted income on investments will be achieved for General Fund and Sewer Fund.

At the Quarterly Budget Review July-December 2018, General Fund interest income budget has been increased to \$140,000 and Sewer Fund interest income has been increased to \$20,000.

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 June 2019 Investment and Bank Balances Report be received and noted.
- b) The Responsible Accounting Officer Statement be noted, and the report be adopted.

Notes:

18. DELIVERY PROGRAM 2017-2021, OPERATIONAL PLAN 2018-2019

(GM/I13-005)

Executive Summary

Provision of a six monthly progress report on the implementation of the Delivery Program and Operational Plan.

Report

Section 404 of the Local Government Act states the General Manager must ensure that regular progress reports are provided to the Council reporting as to its progress with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every 6 months.

The report on the progress of the 2017-2021 Delivery Program and 2018-2019 Operational Plan for the period 1 January to 30 June 2019 is separately enclosed.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

It is a legislative requirement that regular progress reports are provided to Council.

Budget and Financial Aspects

Not applicable.

Attachments

Lockhart Shire Council Delivery Program and Operational Plan Progress Report (attached as separate document).

Recommendation: That the report on the progress of the 2017-2021 Delivery Program and 2018-2019 Operational Plan for the period 1 January to 30 June 2019 be received and its contents noted.

Notes:

19. FORTHCOMING CONFERENCES

(GM/S20-005)

Executive Summary

Council is required to determine its voting delegate and other attendees to the Annual Conference of Local Government NSW (LGNSW). Council also has an opportunity to consider sending delegates to the LGNSW Water Management Conference which this year is being held in Albury.

Report

1. LGNSW Annual Conference

The LGNSW Annual Conference is the annual policy-making event for all councils of NSW, its Associate members and the NSW Aboriginal Land Councils. This year the Annual Conference will be held from 14 to 16 October 2019 at the William Inglis Hotel, Warwick Farm.

Historically the Mayor has attended the Conference as the Council's voting delegate along with the General Manager. In addition, it is noted that Councillor Verdon usually attends the Conference as a delegate of Riverina Water. Last year several other Councillors attended Conference sessions in addition to the Mayor due to the Conference being held in Albury.

Council, at its meeting held on 15 April 2019, adopted a Councillors Professional Development Program which included, amongst other things, provision for a councillor to attend the LGNSW Annual Conference each year in addition to the Mayor.

As 2019 is a Board election year voting for the LGNSW President and Director positions will also take place at this year's Conference. Therefore, separate from Conference registration for Conference attendees, Council must also appoint its delegate for voting on motions during the formal business sessions and to vote for the Board. Two separate rolls of voters will be prepared, i.e. for voting on motions and for voting in the election for Board positions. The deadline for nominating Council's voting delegate is 20 September 2019.

Member councils are invited to put forward motions by 19 August 2019 to be considered at the Conference. LGNSW advises that proposed motions should be strategic, affect members state-wide and introduce new and emerging policy issues and actions. LGNSW encourages councils to review the Action Reports from previous conferences before submitting motions for the 2019 Conference. Action Reports from previous conferences are available on the LGNSW website at www.lgnsw.org.au.

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

15 July	Online registration opens for Conference attendees.
19 August	Deadline for payment of membership fees (required for councils to be financial and entitled to vote on motions and for the LGNSW Board).
19 August	Deadline for submitting motions for inclusion in the Conference Business Paper.
20 September	Deadline for councils to provide names of voting delegates

2. LGNSW Water Management Conference

The LGNSW Water Management Conference will take place in Albury, from 2 – 4 September 2019. The Conference presents local government attendees with a broad range of information on water policy, water management and issues associated with water supply and sewerage services provided by council-owned and operated local water utilities.

Whilst Lockhart Shire Council is not a water authority (reticulated water is supplied to the Shire by Riverina Water County Council) it is a sewerage authority and Council has recently received government funding support to plan for an upgrade of the Lockhart Sewerage Treatment Plant. Council is also currently collaborating with neighbouring Councils to undertake a review of its Integrated Water Cycle Management Strategy.

With this year's Conference being held in Albury it represents a cost effective opportunity to join other councillors, senior local government professionals, policy makers and industry stakeholders to discuss and debate current water management issues, particularly in the context of the severe drought affecting much of NSW. LGNSW has provided the following overview of the Conference Program:

“With much of NSW in the grip of severe drought, many councils are facing significant and unprecedented challenges in providing their communities with an ongoing supply of safe water. This year's Conference focusses on these challenges from a variety of perspectives, including government policy, innovation, collaboration and community.

On day one, hear from the Minister for Water (invited) about the NSW Government's urban water policy agenda and priorities for water security; find out the Bureau of Meteorology's latest predictions; and hear what the Regional Town Water Supply Coordinator thinks are some of the short-term fixes and long-term solutions to water security.

The Office of Emergency Management will discuss the criticality of water and sewer infrastructure in the context of drought, while the Department of Industry – Water will discuss how it is working with water utilities on a regional basis to improve water security and planning.

On day two, the focus shifts to issues of governance and oversight. Through case studies, delegates will be informed of the responsibilities of elected representatives, while the Department of Industry will talk about regulatory oversight. A panel of councillors will discuss their experiences in water policy, oversight and management.”

Integrated Planning and Reporting Reference

E3 - Advocate for the appropriate representation of the needs of the Lockhart Shire community at a state and regional level.

E3 - Continue to lead and advocate on key social and community issues.

E3 - Ensure Council staff and Councillors participate regularly in professional development to support high quality customer service and professional skills.

Legislative Policy and Planning Implications

The LGNSW Annual Conference is the annual policy-making event for all NSW councils.

Budget and Financial Aspects

Annual Conference costs are provided for in the 2019/20 Budget, except for any partner costs not covered by Council's policy, which will be on-charged, if applicable.

Attachments

Nil.

Recommendation: That Council:

- a) Appoint the Mayor as its voting delegate at the 2019 LGNSW Annual Conference for voting on motions and voting for Board positions; and
- b) Nominate one other Councillor to attend the Annual Conference together with the Mayor and the General Manager.
- c) Nominate any councillor(s) to attend the 2019 LGNSW Water Management Conference with the Director Engineering and Environmental Services.

Notes:

20. POLICY 3.30 WORKPLACE SURVEILLANCE POLICY

(DEES/C70-025)

Executive Summary

A new policy dealing with Workplace Surveillance has been developed and is presented for Council's consideration.

Report

Surveillance is used for the general security of Council property and assets, operational needs and for the protection and safety of Council employees and the public. It is proposed that surveillance cameras are to be installed at workplaces such as depots and landfill sites.

GPS tracking devices have already been installed in lone workers vehicles for safety monitoring of staff who work by themselves, and Council already has adopted a policy on computer usage.

The Workplace Surveillance policy applies to all workplaces under the control and responsibility of Council where the following surveillance may directly or indirectly monitor an employee (as defined in the Industrial Relations Act 1996), Council contractors, Councillors, persons performing voluntary work or any person authorised to undertake a Council function or activity while in the workplace.

The *Workplace Surveillance Act 2005* (the Act) requires Lockhart Shire Council (Council) to notify employees of all surveillance in the workplace which may be carried out by Council while the employee is at a workplace of Council or performing work for Council.

Council staff, who seek to access any surveillance information, must comply with the applicable provisions of this policy and the Act.

The policy has been endorsed by the Staff Awards Consultative Committee as well as the United Services Union (USU).

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

- *Workplace Surveillance Act 2005 (NSW)*
- *Workplace Surveillance Regulations 2005, (NSW)*
- *State Records Act 1998 (NSW)*
- Council's Policy 3.26 Computer, Internet, Email and Social Media Policy
- Council's Code of Conduct
- Council's Employee Handbook.

Budget and Financial Aspects

Implementation of the Workplace Surveillance Policy will not have any discernible impact on the budget other than the setting up of any surveillance equipment that may be required, however it will reduce the risks associated with the possible theft.

Attachments

1. Policy 3.30 Workplace Surveillance Policy.

Recommendation: That Policy 3.30 Workplace Surveillance, as presented, be adopted.

Notes:

Attachment 1. – Policy 3.30 Workplace Surveillance Policy

3.30 WORKPLACE SURVEILLANCE POLICY

POLICY TITLE: WORKPLACE SURVEILLANCE POLICY

FILE REF: S30-005

EXPIRY DATE: Four years from date of adoption

1. PURPOSE

The Workplace Surveillance Act 2005 (Act) requires that employees are made aware of workplace surveillance undertaken by Lockhart Shire Council (Council).

This policy was developed to ensure Council meets its obligations under the Act by informing/ notifying employees of surveillance devices in the workplace and to provide a framework under which Council's Workplace Surveillance will be managed to ensure continued legislative compliance.

2. STATEMENT

Council recognises its obligations to ensure, where reasonably practicable, a safe and healthy workplace for its workers and others.

Technology advances now mean that most mobile devices have the functionality which includes that of camera, computer and tracking surveillance devices. Council in the course of its business uses these devices. Individual employees have similar capabilities with a Council supplied mobile device or their personal mobile device.

An employee is at work for the purposes of this policy when the employee is:

- At a Council workplace whether or not the employee is actually performing work at the time; or
- At any other place while performing work for Council; or
- Using Council vehicle, plant or equipment in the course of performing work for Council.

The use of certain surveillance devices by Council:

- Provides the potential to identify the geographical location of an employee or Council vehicle or plant and equipment;
- Provides the potential to deter vandalism, assault or other criminal activity and reduce the risks associated for employees and others and capture evidence of criminal activity;
- Allows for monitoring to manage the risks associated with non-compliance of Council's Code of Conduct and Work Health and Safety (WHS) requirements;
- Assists management to optimise performance, improve efficiency and improve customer service.

In accordance with the Act, this policy addresses the following types of surveillance in the workplace:

- Camera surveillance
- Computer surveillance
- Tracking surveillance.

3. DEFINITIONS

Camera Surveillance	Surveillance by means of a camera that monitors or records visual images of activities on premises or in any other place
Computer Surveillance	Surveillance by means of software or other equipment that monitors or records the information input or output, or other use, of a computer (including but not limited to the sending and receiving of emails and the accessing of internet websites);
Employee	Has the same meaning as the Industrial Relations Act and includes a person performing voluntary work.
Tracking Surveillance	Surveillance by means of an electronic device the primary purpose of which is to monitor or record geographical information or movement.
Workplace	Means premises, or any other place where employees work or any part of such premises or place.

3.30 Workplace Surveillance Policy

4. PROVISIONS

4.1. Camera Surveillance

Council may require designated areas to be under camera surveillance for operational, security and/or protection/ safety reasons.

Council's CCTV cameras which operate in public places, as defined under the Local Government Act (1993) are included in this policy. However, access to surveillance information captured by these CCTV cameras are subject to the Street Safety Cameras Policy and Public Access to Council Information Policy.

Where Council intends to introduce surveillance cameras in the workplace, employees working in the designated area or areas shall be advised in writing (which could be email) fourteen (14) days prior to its commencement in accordance with the Act. For any cameras in existence at the time of adoption of this policy, staff will be duly notified by being advised in writing of the adoption of this policy.

Council will put in place visible signs informing people who enter or leave a workplace or public place that camera surveillance is being carried out.

CCTV camera surveillance is continuous and ongoing.

Council may from time to time require employees who work in hazardous activities (for example in field regulatory roles) to have an on-person camera to reduce the risk associated with such activities. The requirement for these devices will be based on a risk assessment process. The employee will be notified of the installation and intent of these devices and the public will be advised. Surveillance is intermittent but ongoing.

4.2. Computer and mobile device surveillance

Computer resources are provided for business purposes related to an employee's duties. However reasonable personal use is permitted in accordance with the Computer, Internet, Email and Social Media Policy.

Use of Council's computers and associated systems is governed by the following policies which prescribe conditions of employee access to and use of Council's information technology facilities, services and systems:

- Computer, Internet, Email and Social Media Policy

Computer surveillance is undertaken for the general security of Council property and assets, the protection of Council related information and to ensure that Council's computer resources are not misused. Surveillance is carried out in conjunction with the abovementioned policies.

Council's corporate email system will automatically block some emails. This blocking is to ensure the integrity of the system and to reduce the risk from malware / viruses to Council's network. The email recipient will receive a notification that the email has been blocked.

Access logs are automatically created, and facilities exist to review the Internet addresses visited by each user. Access may be blocked to some sites that represent a threat to the corporate IT environment.

Computer surveillance is continuous and ongoing. Council will investigate alleged breaches of the law or Council policies by staff using Council IT equipment and systems and this may involve accessing the employee's computer and electronic records.

4.3. Tracking Devices

(i) Plant & Motor Vehicles

Increasingly Council's fleet is being fitted with an electronic tracking device such as a GPS (Global Positioning System) to collect, interpret and record/ store data including geographical location, movement and or plant/vehicle function or activity.

Council will install visible signs in all vehicles fitted with tracking devices to inform all vehicle users that surveillance tracking is being carried out.

This surveillance is continuous and ongoing.

At the time of drafting this policy current technology does not allow for the devices to be disabled outside of business hours and therefore until the technology advances to allow such devices to be disabled will not be installed in Council leaseback vehicles.

(ii) Security Alarm & Swipe Card Access Systems

For security purposes when a staff member arms or disarms an alarm system for a Council premise through entering security access code or using swipe card technology to access a facility the information is recorded.

Council may access and monitor staff use of the security alarm and swipe card access systems in the following ways:

- for the purpose of determining, as part of an investigation, whether there has been unacceptable access to premises by an employee constituting a breach of Council's policies or misconduct by the employee;
- for the purposes of legal requirement or other lawful investigation.

Security alarm and swipe card access systems surveillance is continuous and ongoing.

3.30 Workplace Surveillance Policy

(iii) GPS enabled mobile devices

Council may from time to time require employees who work alone, in remote locations or in hazardous activities to use a tracking device (including but not limited to two way radio, man down, distress alarm) to reduce the risk associated with and to identify the location of the employee should an emergency response be required. The requirement for these devices will be based on a risk assessment process. The employee will be notified of the installation and intent of the tracking devices.

Surveillance is intermittent but ongoing.

4.4. *Phone & fuel records*

Records in relation to the use of Council provided mobile phones and fuel cards remain the property of Council. These records are monitored on an ongoing basis for unusual or high-volume activity, but Council may also access and review these records as part of a workplace investigation into alleged misuse of Council assets and/ or misconduct by an employee or another person.

4.5. *Covert Surveillance*

Council may apply to a Magistrate for an authority authorising covert surveillance of an employee only for the purpose of establishing whether or not one or more employees are involved in an unlawful activity while at work.

4.6. *Prohibited Surveillance*

Surveillance of an employee will not be carried out in any change room, toilet facility or shower facility at a workplace.

Surveillance of any employee will not be carried out when the employee is not at work. The exception is that surveillance records may be used as part of an investigation if it is to investigate an allegation of inappropriate use by the employee of equipment or resources provided by or at Council's expense.

4.7. *Notification to Employees*

Notification to employees will be in writing (which includes the use of email) for the purpose of complying with the Act.

Existing employees of Council shall be notified of the installation and intent of surveillance measures through written advice of the adoption of this policy (and of any significant changes to the policy in the future).

Workers yet to commence with Council shall be given notification of this Workplace Surveillance Policy as part of their offer of employment. By accepting employment with Council, the employee will be consenting to the conduct of surveillance in accordance with this policy, immediately upon the commencement of employment with Council.

4.8. *Access, use and disclosure of Surveillance Records*

Instances in which the use and disclosure of surveillance records might occur include:

- Identifying the location of Council property or employees while at work (if not possible by other means) for operational or safety purposes including during emergency and significant weather events;
- If there is an assault or suspected assault of a person;
- If theft of Council property is suspected;
- Criminal damage to Council equipment or facilities has occurred;
- Allegations of breaches of Council's Code of Conduct;
- Allegations of unacceptable conduct;
- A serious WHS incident;
- Verify contracted hours are worked;
- Where required under legislation such as to a law enforcement agency in connection with an environmental offence or alleged environmental offence, a criminal or alleged criminal offence or in connection with actual or potential legal proceedings
- As reasonably believed to be necessary to avert an imminent threat of serious violence or substantial damage to property.

Whilst information obtained from surveillance devices will not be used solely for this purpose, it may be used by Council as part of workplace investigation into an employee's alleged misconduct or breach of a Council policy that may result in disciplinary action in accordance with the disciplinary provisions within the Award and Council policies and procedures.

Information gathered from GPS installed in Council's vehicles will not be used as the primary source of information to initiate performance management or disciplinary actions. This information may however be used by Council as a secondary measure in workplace investigations in relation to managing performance, misconduct or breach of Council policy dealt with under the disciplinary provisions of the Award and Council's policies and procedures.

Council employees shall, at all times, exercise duty of confidentiality. Data shall only be released in compliance with the Act and other legislation and as prescribed by this policy. Non-compliance with duty of confidentiality requirements may render the employee liable to disciplinary action.

3.30 Workplace Surveillance Policy

All documents created in relation to this policy will be kept in accordance with the State Records Act 1998 (NSW).

Persons, including members of the public can make application to access Council's data in accordance with the Government Information Public Access (GIPA) Act 2009 and the Privacy and Personal Information Protection Act (PPIPA) 1998.

5. IMPLEMENTATION

General Manager & Directors

- Responsible for ensuring effective implementation of this Policy within areas of responsibility
- Responsible for ensuring adequate controls are implemented and maintained to safeguard privacy
- Have and approve access to information collected by workplace surveillance systems
- Maintain and ensure the security and integrity of surveillance systems and information
- Coordinate and administer the installation, removal and replacement of tracking surveillance for plant and equipment in accordance with this policy and Vehicle and Plant GPS Tracking Policy.

Section Managers

- Responsible for making staff aware of this policy and their compliance
- Must comply with the requirements of this Policy
- Have access to information collected by workplace surveillance systems.

Human Resources

- Ensure compliance with the requirements of the Act with respect to notice of surveillance to employees
- Support and guide managers and supervisors to ensure compliance with the requirements of the Act

6. REVIEW

This Policy will be reviewed by the General Manager initially after the first twelve months of adoption and then every three years, or earlier should circumstances arise including legislative change to warrant revision.

*Adopted by Council – DATE
Refer minute No. NUMBER*

21. REVIEW OF LOCAL GOVERNMENT ELECTION COSTS

(GM/E15-020)

Executive Summary

The NSW Government has asked the Independent Pricing and Regulatory Tribunal (IPART) to review the costs of conducting local government elections in NSW. The Draft Report has been released for consultation purposes and IPART is now seeking feedback on its recommended changes to what councils pay for election services provided by the NSW Electoral Commission (NSWEC). Councils are invited to make a submission by the closing date of 19 July 2019.

Report

The NSW Government asked IPART to recommend a robust methodology for allocating the costs incurred by the NSWEC in administering local government elections in order to minimise the financial burden on councils while encouraging the NSWEC to provide its election services in an efficient and cost effective way.

IPART has now released a Draft Report for consultation purposes and councils are invited to provide feedback on IPART's recommendations by 19 July 2019. IPART is due to provide its Final Report to the Minister for Local Government by 30 August 2019.

A copy of the Executive Summary of the Draft Report is attached. Also attached is a list of IPART's recommendations and a Table showing indicative bills for councils if IPART's recommendations are adopted, compared to the indicative bills councils would receive under NSWEC's proposal for the 2020 elections. The table also shows the actual costs incurred by councils in 2016/17 for the last ordinary elections. A copy of the full Draft Report (approx. 140 pages) can be found on the IPART website at <https://www.ipart.nsw.gov.au/>.

In undertaking its review IPART has applied the impactor-pays principle. According to this principle where possible costs should be allocated to the parties that create the need for those costs. If that is not possible, the beneficiary should pay. In some cases the impactor and the beneficiary are the same entity. Finally, where it is impractical to allocate costs in either of these ways, the costs should be funded by the NSW Government (i.e. the taxpayers).

As a result of applying the impactor-pays principle IPART, in formulating its recommendations regarding the costs to be met by councils, has included a proportion of the NSWEC's costs which previously have not been passed on to councils.

IPART has also distinguished between direct and indirect costs incurred by the NSWEC. It maintains that the direct costs that are specific to an individual council should be paid by that council and the indirect costs, subject to certain exclusions, should be distributed across all client councils on a per elector basis.

In Chapter 5 of the Draft Report (page 51) IPART outlines the impact on council bills as a result of its draft recommendations. Chapter 5 in part states:

"The average council bill would be around 62% higher than for the 2016-17 elections if our draft recommendations are adopted."

"As explained in Chapter 4, consistent with the impactor pays principle, we recommend councils in aggregate pay a larger share of the efficient costs of providing local government elections compared to what they have in the past and what the NSWEC proposed for 2020."

"While our draft recommendations would result in higher bills for councils in the short term, we consider that the increased opportunities for competition could lead to cost decreases over the medium term. This would occur as service providers enter or expand their presence in the market."

IPART has made a number of recommendations to facilitate increased competition for the provision of election services as the NSWEC currently enjoys a near monopoly situation. The need for more competition amongst electoral services providers will be even more important because new laws were passed in the NSW Parliament in the last week of June banning council staff from administering their own elections. The amendments to the Local Government Act will remove the ability of general managers to administer the elections, instead requiring an electoral services provider engaged by the council to administer the election.

IPART also analysed the impact of its draft recommendations on councils of different sizes and different geographical locations (page 52). It concluded that under its recommended costing methodology, small rural councils would incur the largest percentage increase in costs in 2020.

Large metropolitan councils would incur the lowest cost on a per-electoral basis and small rural councils the highest. This reflects the view that geography and population density have a direct impact on the costs of elections.

IPART also discusses the increased bills that would result for councils if its recommendations are adopted in the context of the rate peg (page 53). In this regard the Draft Review states that:

"We estimate that for the typical council, our draft recommendations represents an increase in costs per residential assessment of around \$1.65 per year. As such we consider the impact on ratepayers to be relatively modest."

The implications specific to Lockhart Shire Council are outlined below under "Budget and Financial Aspects".

Having regard to the implications for small rural councils in particular in the event that IPART's recommendations are adopted by the NSW Government, it is recommended that Lockhart Shire Council make a submission in the following terms:

- Recommending a costing methodology that increases costs to councils by an average of 62% is inconsistent with the Review's Terms of Reference.
(Under the Terms of Reference "*The costing methodology is required to minimise the financial burden on councils and ratepayers...*")
- It is unreasonable to adopt a methodology that results in higher costs for small rural councils compared to metropolitan councils.
Elections costs are not included in the Local Government Cost Index (LGCI). IPART determines the rate peg each year by reference to the LGCI which is a measure of movements in unit costs incurred by councils for ordinary council activity funded from general rate revenue.
Metropolitan councils have much greater capacity to generate own source revenue outside of the rate peg.
- Councils should not be disadvantaged in the distribution of costs because of their geographic location.
- Whilst in isolation IPART might consider the impact on ratepayers to be "relatively modest", when the cumulative impact of Government decisions is taken into account e.g. recent increases in auditing costs and the emergency services levy, the impact on ratepayers is significant.
- If the Government feels compelled to adopt the IPART recommendations, and bearing in mind that Lockhart Shire Council has adopted a prudent approach of transferring an amount to an election reserve each year to cover the cost of the forthcoming elections, any revised costing methodology should not be applied until the 2024 elections,

Integrated Planning and Reporting Reference

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

E1 - Promote the increased participation of local people in local government and the community.

E1 - Meet all governance and regulatory requirements in the conduct of Council operations.

Legislative Policy and Planning Implications

If IPART's recommendations are adopted by the Government the NSWEC will be required to change the way it distributes election costs across the State and the amounts payable by councils. IPART is due to provide its final report to the Minister for Local Government by 30 August 2019.

Councils have until 1 October 2019 to make a decision on the administration of their September 2020 ordinary elections and until 1 January 2020 to enter into an election arrangement with the NSWEC.

Council has previously resolved to have its 2020 elections administered by the NSWEC but has not entered into an arrangement with the NSWEC at this stage.

Council will no longer have the option of administering its own elections but will be required to engage an electoral services provider.

Budget and Financial Aspects

Lockhart Shire Council's 2016 election bill for services provided by the NSWEC was \$18,000. It should be noted that there was not a contested election in all three wards which would have contained the costs to this amount.

The indicative bill Council would receive for the 2020 elections under the NSWEC's proposal is \$24,000. Council is transferring to an election reserve an amount of \$6,000 per annum for the elections held every four years and therefore its current budgeting would be sufficient to cover the costs of the 2020 elections.

However, if IPART's recommendations are adopted the indicative bill Council will receive for the 2020 elections is \$34,000, an increase of \$10,000 or 41%.

Attachments

1. Executive Summary – IPART Draft Report on the review of local government election costs.
2. List of Recommendations - IPART Draft Report on the review of local government election costs.
3. Table B.1 – Comparison of indicative bills with 2016/17 actual bills.

Recommendation: That Council make a submission to IPART in response to its Draft Report on the review of local government election costs in the terms outlined in this report.

Notes:

Attachment 1. – Executive Summary – IPART Draft Report on the review of local government election costs

1 Executive summary

The Premier has asked IPART to recommend a robust methodology for allocating the costs incurred by the NSW Electoral Commission (the NSWEC) in administering local government elections. The costing methodology is required to minimise the financial burden on councils and ratepayers, while also encouraging the NSWEC to provide its election services in an efficient and cost-effective way. We are also required to have regard to a range of other factors, including the market for electoral services in which the NSWEC operates (see the full Terms of Reference at Appendix A).

We have achieved this by first identifying the efficient costs of the NSWEC providing local government election services and then used our impactor-pays funding hierarchy to allocate these costs between the NSW Government and councils, and amongst councils.

Our funding hierarchy promotes cost-reflective pricing, so that councils pay for the efficient cost of the election services they receive from the NSWEC. We consider it is important that the NSWEC's prices to councils are cost reflective, as this will help to:

- ▼ Ensure the NSWEC's costs are transparent and subject to appropriate scrutiny
- ▼ Promote efficient decisions over time by councils in relation to the provision of election services, and
- ▼ Ensure that the NSWEC is not unduly advantaged or disadvantaged in competing with private providers of election services (and thus help to facilitate competition in the provision of election services, and the efficiency gains over time associated with such competition).¹

Our funding hierarchy is also practical. It recognises that in some cases it may not be possible to set purely cost-reflective prices, and that some costs may need to be allocated to the NSW Government (or NSW taxpayers) on behalf of the broader community, on the grounds that it may not be administratively efficient or practical (ie, it is too difficult or costly) to allocate costs to impactors or beneficiaries.

¹ The NSWEC may still retain some degree of competitive advantage relative to private providers, not as a result of our cost allocation, but due to its economies of scale and scope in providing election services.

Box 1.1 Recommended methodology for allocating local government election costs

Our recommended methodology for allocating the costs incurred by the NSWEC requires that:

- ▼ Councils pay for the efficient costs of contestable election services.
 - The direct costs of contestable services are allocated to individual client-councils.
 - Indirect costs of contestable services are allocated to client-councils, mostly on a per-electoral basis.
- ▼ The NSW Government pays for non-contestable election services, with the exception of 'enrolment' activities (ie, the provision of a paper or electronic copy of the residential roll to the General Manager of each local government area), which should continue to be paid for by both client and non-client councils.

1.1 Price regulation is required for the 2020 local government elections

Since 2011, councils have had the option of contracting the NSWEC or a private provider to administer their elections. They can also choose to administer their own election without entering into a contract with an election service provider.

We assessed the state of the market for local government election services to understand the current level of competition in the market, and the possible development of competition over the next few years. We found that while the provision of local government election services is at present a near-monopoly, most local government election services are likely to be contestable.

Our finding that the market is a near-monopoly highlights the need to review the efficiency of the NSWEC's proposed costs and to regulate prices, at least in the short-term.

Our finding that most local government election services are likely to be contestable has affected the way we consider efficient costs should be allocated between the NSW Government and councils, and amongst councils. In particular, we have allocated costs in a way that means the NSWEC competes on a level playing field with private providers of local government election services.

In the longer term, if impediments to competition are removed and competitive pressures are increased, then the degree of regulatory oversight could be reduced. Therefore, we have examined the barriers to participating in the market that have been identified by stakeholders and propose measures to better facilitate competition post 2020. These measures would increase councils' range of choices and enhance cost certainty.

Our recommended reforms include:

- ▼ The mandatory unbundling, component pricing and offering of the NSWEC's individual local government election services, with the NSWEC providing binding quotes for each individual election service.
- ▼ The establishment of independent regulatory oversight of the performance of all providers.

- ▼ Reducing the period before an election by which a council has to resolve to engage the NSWEC from 18 months to 9 months.
- ▼ Provision of assistance to councils to further develop their election management capabilities through a training program delivered by the Office of Local Government (OLG).
- ▼ Legislative change (if required) to ensure that a council's General Manager becomes responsible for producing a valid election result if and when the council ceases to engage the NSWEC for *all* election services.

1.2 We have identified cost-efficiency savings

We recommend a reduction in the total amount of funding for the NSWEC to provide 2020 local government election services, compared to what the NSWEC proposed. The total amount we are proposing more closely reflects the efficient costs of providing election services.

The impact of our draft recommendation for only those items included in the NSWEC's proposal would be a reduction of \$8.8 million (or 15.6%). That is, we consider the efficient costs of the items in the NSWEC's proposal to be \$47.7 million, compared to \$56.5 million proposed by NSWEC.²

Our draft recommendation on the NSWEC's total notional revenue requirement (NRR) for the 2020 local government elections includes the cost of items that the NSWEC did not include in its cost proposal submitted to IPART.³ As a result, the notional revenue requirement we recommend is only \$2.6 million (or 4.5%) lower than the cost for the 2020 local government elections proposed by the NSWEC.

In determining the efficient costs of the NSWEC providing local government election services, we found that some of the NSWEC's costs are incurred solely to supply local government election services whereas others are common to both local government election services and the NSWEC's other functions (eg, State Government election services). We allocated 28% of the costs common to both local government election services and the NSWEC's other functions to our estimate of the total efficient cost of local government elections in 2020.⁴

Before we publish our Final Report, we intend to examine any updated or more detailed cost estimates provided by the NSWEC.

² The NSWEC's proposed costs for the 2020 local government elections include all incremental costs of conducting local government elections and a share of some corporate overheads. The existing funding source of the corporate overheads is the Election Management Fee (EMF). The EMF does not recoup any expenditure on NSWEC executive salaries.

³ The additional items are: operating expenditure in the form of the NSWEC's executive salaries and Joint Roll Agreement (electoral roll maintenance) costs; an allowance for capital costs, including allowances for depreciation and returns on assets and working capital; and a regulatory tax allowance.

⁴ When PWC reviewed the EMF in 2016 it determined the appropriate allocation of head office costs to councils was 27.7%, based on the time the NSWEC's staff spend on local government election activities relative to their other functions. We have reviewed the logic of this allocation and note it appears appropriate. In the absence of better information, we have also allocated 27.7% of its executive salaries and common capital expenses to councils.

1.3 Councils should pay a larger share of efficient costs

Once we determined the efficient level of the NSWEC's costs of providing local government election services, we then determined what share of these costs should be allocated to councils.

Consistent with the impactor-pays principle, we recommend councils, in aggregate, pay a **larger share of the efficient costs** of providing local government elections compared to what they have in the past and what the NSWEC proposed for 2020.

Figure 1.1 provides a comparison of our recommend allocation, the NSWEC's past allocation and the NSWEC's proposed allocation of costs. Under our approach:

- ▼ The incremental costs directly traceable to an individual client council – 'direct costs' – are allocated to those client councils.
- ▼ The common costs and remaining incremental costs – 'indirect costs' – of running local council elections are mostly allocated between client councils. The only exception is:
 - The cost of enrolment services, which is allocated between client and non-client councils, since the NSWEC provides these services to both types of council and it can charge both for it.

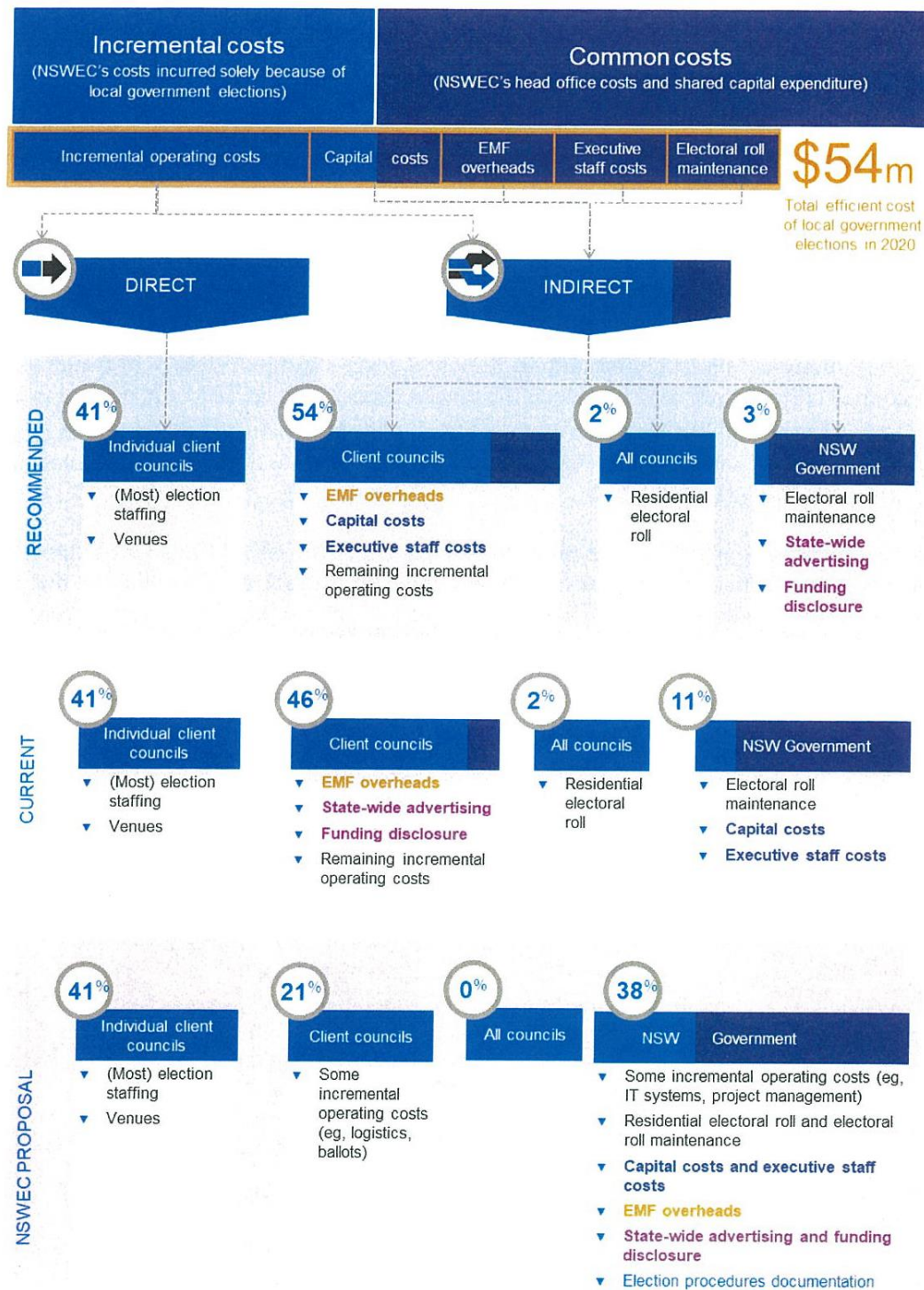
Other costs of local council elections relate to services which the NSWEC also provides to both client and non-client councils, but which we consider should be allocated to the NSW Government for practical reasons. These costs comprise: maintaining the electoral roll; state-wide advertising and community education materials; and funding disclosure.

Under our approach, councils would pay for 96.5% of the NSWEC's cost of local government elections. In contrast:

- ▼ Under the NSWEC's existing allocation of costs, councils would pay for 88.6% of the cost of local government elections.
- ▼ Under the NSWEC's proposed allocation of costs, councils would pay for 62.2% of the cost of local government elections.

This means that while total costs are lower overall under our draft approach, councils would pay more than what they have done in the past and more than what the NSWEC proposed. On average, the increase in council bills would be 62% compared to 2016-17 and around 24% compared to what the NSWEC proposed.

Figure 1.1 Existing, NSWEC-proposed and IPART-recommended allocations



Note: The Election Management Fee (EMF) is the existing funding source for some corporate overheads.

Source: IPART analysis.

1.4 Some indirect costs should not be allocated on a per elector basis

Consistent with the impactor-pays principle, we also recommend a more cost-reflective allocation of costs between councils, which is achieved by changing the 'allocator' for some indirect costs so that it more closely matches the main cost-driver for those costs.

We recommend the following changes:

- ▼ Local government boundaries costs⁵ should be allocated by the number of councils (ie, evenly between all client councils).
- ▼ Counting and results costs that are venue-specific (eg, venue procurement and labour costs for counting venues)⁶ should be allocated by the number of ballots for each client council counted at the venue.
- ▼ Postal voting costs (the costs of sending out applications and processing them) should be allocated by the number of postal ballots for each client council.

1.5 We want to hear from you

So far, we have conducted our own research and analysis, sought advice from Ernst & Young (EY) on the efficient costs of administering local government elections, and considered stakeholders' submissions to our Issues Paper.

This Draft Report sets out our draft recommendations and provides information on how we reached these draft recommendations. **We invite all interested parties to make a submission to this Draft Report by 19 July 2019.** Details on how to make a submission are on page ii of this report.

We will hold a **Public Forum on 2 July 2019** to discuss the issues presented in this Draft Report with stakeholders.

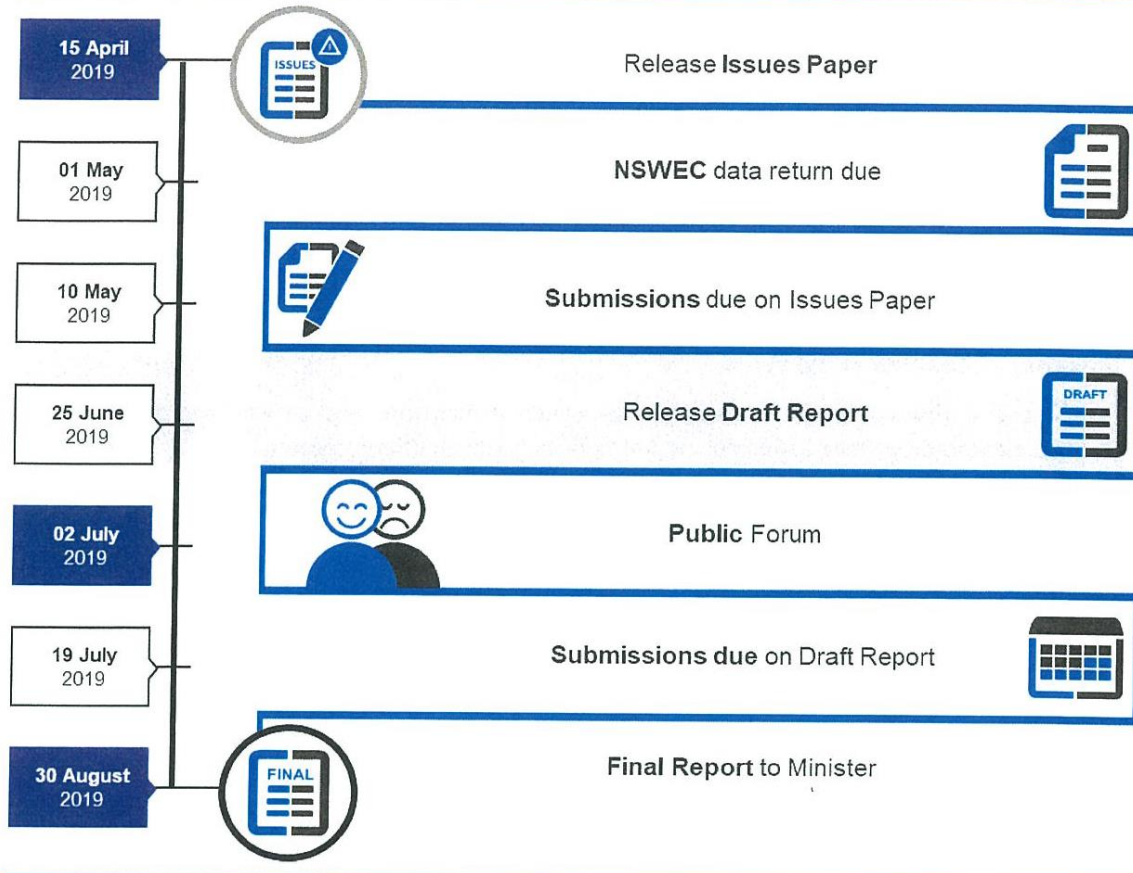
We will consider submissions to our Draft Report and feedback received at the Public Forum before providing our final recommendations to the Minister for Local Government by 30 August 2019.

Figure 1.2 shows the timeline for this review.

⁵ This is a sub-component of the 'enrolment' cost item shown in Table 4.1.

⁶ In 2016, the NSWEC managed the counting of ballots for several Sydney metropolitan councils at a counting centre at Riverwood.

Figure 1.2 Timeline for this review



1.6 Structure of this report

The following chapters provide context for the review, explain how we have reached our draft recommendations, and compare our recommended costing methodology against the NSWEC's proposal:

- ▼ Chapter 2 examines the state of the market for election services and explains how this has influenced our approach to the review.
- ▼ Chapter 3 explains our draft decisions on the components of the NSWEC's notional revenue requirement.
- ▼ Chapter 4 outlines our draft decisions on the allocation of total efficient costs between the NSW Government and councils, and amongst client -councils.
- ▼ Chapter 5 sets out the impacts of our draft decisions on councils' election bills. Appendix B lists the bill impacts for each council.
- ▼ Chapter 6 examines the barriers to new entry and competition in the market for local council election services that have been identified by stakeholders and proposes measures to better facilitate competition post 2020.

Attachment 2. – List of Recommendations – IPART Draft Report on the review of local government election costs

1.7 List of draft recommendations

- 1 The NSWEC's notional revenue requirement for the 2020 local government elections should be set at \$53.91 million, as outlined in Table 3.1. 19
- 2 The NSWEC's efficient level of operating expenditure for the 2020 local government elections should be set at \$49.9 million, as outlined in Table 3.2. 23
- 3 Set an allowance for a return on assets for the 2020 local government elections at \$0.43 million, as shown in Table 3.1. 34
- 4 Adopt a real post-tax WACC of 3.2% for the purposes of calculating the allowance for a return on assets, which included: 35
 - A gearing ratio of 45% and an equity beta of 0.45 35
 - Market observations (cost of debt and market risk premium), based on the February 2019 bi-annual market update. 35
- 5 Calculate regulatory depreciation (or return of assets) using a straight line depreciation method for each group of assets, applying the asset lives in Table 3.6. 35
- 6 Set an allowance for regulatory depreciation for the 2020 local government elections at \$2.76 million as shown in Table 3.1. 35
- 7 Set a tax allowance for the 2020 local government elections at \$0.18 million as shown in Table 3.1. 36
- 8 Set an allowance for a return on working capital for the 2020 local government elections at \$0.63 million as shown in Table 3.1. 37
- 9 NSWEC's efficient costs of managing local government elections should be allocated using the impactor-pays funding hierarchy. That is, where possible, costs should be allocated to the parties that create the need for those costs. Where it is impractical to allocate costs in this way, they should be funded by the NSW Government (ie, taxpayers). 38
- 10 Applying the impactor-pays funding hierarchy means the NSWEC should allocate to: 38
 - Client councils (ie, those councils which have engaged the NSWEC to manage their elections), the efficient cost of services it provides exclusively to those councils. 38
 - Client and non-client councils, the efficient cost of enrolment services it provides to both types of council. 38
 - NSW Government, the efficient cost of services it provides to both client and non-client councils, but it is unable to recover from non-client councils (ie, maintaining the electoral roll, state-wide advertising, community education materials and funding disclosure). 38
- 11 The indirect costs the NSWEC allocates to client councils (and, in relation to enrolment services, client and non-client councils) should be shared amongst these councils on a

- per-elector basis (ie, the amount a council pays depends on the number of electors in its area), with the following exceptions: 38
- Shared Returning Officer costs should be allocated by the number of electors for each client council in the Shared Returning Officer grouping. 38
 - Sydney Town Hall costs should be allocated by the number of ballots for each of the client councils using the Sydney Town Hall for as a polling place (both pre-polling and on election day). 38
 - Counting and results costs that are venue-specific (eg, venue procurement costs and labour costs for a counting hub) should be allocated by the number of ballots for each client council in the venue. 39
 - Other counting and results costs (eg, project management costs) should be allocated by the number of ballots for each client council. 39
 - Local government boundaries costs (part of enrolment services) should be allocated evenly amongst all councils (ie, allocated by the number of client and non-client councils, rather than the number of electors within each of those councils). 39
 - Postal voting costs should be allocated by the number of ballots issued by each client council. 39
- 12 That the NSW Government implement a new market model for local government election services by undertaking the following regulatory reforms: 61
- Legislative reform to require the mandatory unbundling, component pricing and offering of the NSWEC’s individual local government election services. In advance of the council elections in 2024, the NSWEC should have unbundled its costs and services, and provide councils with binding quotes for each individual election service, so that councils can decide which election services the NSWEC will provide them with. 61
 - The establishment of independent regulatory oversight of: 61
 - a. The NSWEC’s prices for unbundled local government election services, until genuine choice and competition emerges. 61
 - b. The performance of all service providers, to ensure that all providers provide the mandatory, minimum levels of service (ie, that they comply with the non-discretionary standards of conducting an election). 61
 - Legislative change to reduce the period before an election by which a council has to resolve to engage the NSWEC from 18 months to 9 months. 61
 - Provision of assistance to councils to further develop their election management capabilities through a training program delivered by the Office of Local Government. 61
 - Legislative change, if required, to ensure that a council’s General Manager becomes responsible for producing a valid election result if and when the council ceases to engage the NSWEC for all election services. 61

Attachment 3. – Table B.1 – Comparison of indicative bills with 2016/17 actual bills

B Council bill impacts

Table B.1 below sets out the indicative bills for councils under our draft recommendations. It also compares these to the actual bills councils received for the 2016-17 elections and the indicative bills councils would receive under the NSWEC’s proposal for the 2020 elections.

Table B.1 Comparison of indicative bills with 2016-17 actual bills (\$'000)

Council	2016-17 bill	NSWEC proposed	IPART recommended	Difference – IPART vs 2016-17		Difference – IPART vs NSWEC proposed	
				(\$'000)	%	(\$'000)	%
Albury City Council	236	298	388	152	64%	90	30%
Armidale Regional Council	169	230	269	100	59%	39	17%
Ballina Shire Council	227	289	371	144	63%	82	28%
Balranald Shire Council	19	27	33	13	67%	6	22%
Bathurst Regional Council	236	310	376	140	59%	66	21%
Bayside Council	636	782	1,019	383	60%	238	30%
Bega Valley Shire Council	212	272	332	120	57%	59	22%
Bellingen Shire Council	80	104	131	51	64%	27	26%
Berrigan Shire Council	55	77	88	33	60%	11	15%
Blacktown City Council	1,306	1,573	2,125	819	63%	551	35%
Bland Shire Council	44	62	72	29	66%	10	16%
Blayney Shire Council	45	61	76	31	68%	15	25%
Blue Mountains City Council	384	469	617	233	61%	148	32%
Bogan Shire Council	25	37	41	16	64%	5	12%
Bourke Shire Council	26	40	43	17	65%	3	8%
Brewarrina Shire Council	17	27	30	13	72%	3	10%
Broken Hill City Council	131	180	202	70	54%	22	12%

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Council	2016-17 bill	NSWEC proposed	IPART recommended	Difference – IPART vs 2016-17		Difference – IPART vs NSWEC proposed	
				(\$'000)	%	(\$'000)	%
Burwood Council	157	201	249	92	59%	49	24%
Byron Shire Council	178	225	288	110	62%	63	28%
Cabonne Shire Council	93	129	151	58	62%	21	17%
Camden Council	329	403	539	209	64%	136	34%
Campbelltown City Council	605	724	1,003	398	66%	279	39%
Canada Bay City Council	435	540	671	237	54%	131	24%
Canterbury-Bankstown Council	1,447	1,777	2,316	868	60%	539	30%
Carrathool Shire Council ^a	4	3	18	13	318%	15	507%
Central Coast Council	1,599	2,149	2,617	1,018	64%	468	22%
Central Darling Shire Council							
Cessnock City Council	288	359	465	176	61%	106	29%
Clarence Valley Council	272	341	438	166	61%	97	28%
Cobar Shire Council	30	35	45	15	51%	10	30%
Coffs Harbour City Council	421	538	668	247	59%	130	24%
Coolamon Shire Council ^a	9	8	29	20	220%	20	254%
Coonamble Shire Council	27	38	46	18	67%	8	20%
Cootamundra-Gundagai Council	73	98	119	46	63%	21	21%
Cowra Shire Council	87	118	139	51	59%	20	17%
Cumberland Council	799	998	1,312	513	64%	313	31%
Dubbo City Council	291	379	462	170	59%	83	22%
Dungog Shire Council	59	86	98	39	65%	12	14%
Edward River Council	61	84	98	37	61%	15	18%

Council	2016-17 bill	NSWEC proposed	IPART recommended	Difference – IPART vs 2016-17		Difference – IPART vs NSWEC proposed	
				(\$'000)	%	(\$'000)	%
Eurobodalla Shire Council	245	309	387	142	58%	78	25%
Fairfield Council							
Federation Council	78	103	126	48	61%	22	22%
Forbes Shire Council	58	76	94	36	63%	17	23%
Georges River Council	620	784	998	378	61%	214	27%
Gilgandra Shire Council	32	45	52	21	65%	8	17%
Glen Innes Severn Council	55	73	90	35	64%	17	23%
Goulburn Mulwaree Council	161	206	256	95	59%	50	24%
Greater Hume Shire Council	58	77	97	39	66%	19	25%
Griffith City Council	146	193	229	82	56%	36	19%
Gunnedah Shire Council							
Gwydir Shire Council	38	52	62	25	66%	10	20%
Hawkesbury City Council	348	440	558	210	60%	118	27%
Hay Shire Council	24	34	39	15	64%	5	16%
Hilltops Council	143	199	219	76	53%	20	10%
Hornsby Shire Council	685	855	1,095	410	60%	240	28%
Hunters Hill Council	74	95	122	48	65%	27	28%
Inner West Council	899	1,123	1,411	512	57%	288	26%
Inverell Shire Council	96	127	153	57	59%	26	21%
Junee Shire Council	33	44	55	22	69%	11	26%
Kempsey Shire Council							
Kiama Municipal Council	171	228	255	84	49%	28	12%
Ku-ring-gai Council	558	694	880	322	58%	186	27%
Kyogle Council	54	71	89	35	66%	18	26%

*Lockhart Shire Council
Ordinary Meeting – 15 July 2019*

Council	2016-17 bill	NSWEC proposed	IPART recommended	Difference – IPART vs 2016-17		Difference – IPART vs NSWEC proposed	
				(\$'000)	%	(\$'000)	%
Lachlan Shire Council	35	45	59	24	69%	14	31%
Lake Macquarie City Council							
Lane Cove Council	192	256	297	106	55%	42	16%
Leeton Shire Council	54	69	93	38	70%	23	34%
Lismore City Council	229	291	375	146	64%	85	29%
Lithgow City Council	106	143	182	76	72%	39	27%
Liverpool City Council	866	1,069	1,416	550	64%	347	32%
Liverpool Plains Shire Council	49	65	81	32	64%	16	24%
Lockhart Shire Council	18	24	34	16	86%	10	41%
Maitland City Council							
Mid-Coast Council	528	732	846	318	60%	114	16%
Mid-Western Regional Council	146	190	227	82	56%	37	19%
Moree Plains Shire Council	91	126	142	51	55%	16	13%
Mosman Municipal Council	171	219	268	96	56%	48	22%
Murray River Council	87	126	135	48	55%	9	7%
Murrumbidgee Shire Council	20	28	42	22	115%	14	49%
Muswellbrook Shire Council	86	108	137	51	59%	28	26%
Nambucca Shire Council	119	153	192	73	61%	39	25%
Narrabri Shire Council	82	109	129	48	58%	20	19%
Narrandera Shire Council	42	56	68	27	64%	12	22%
Narromine Shire Council	38	49	64	26	68%	15	30%
Newcastle City Council	755	1,032	1,261	506	67%	229	22%
North Sydney Council	371	472	578	207	56%	106	22%

Council	2016-17 bill	NSWEC proposed	IPART recommended	Difference – IPART vs 2016-17		Difference – IPART vs NSWEC proposed	
				(\$'000)	%	(\$'000)	%
Northern Beaches Council	1,122	1,361	1,808	686	61%	446	33%
Oberon Council	37	51	62	25	67%	11	21%
Orange City Council	238	318	381	143	60%	64	20%
Parkes Shire Council	95	127	150	55	57%	23	18%
Parramatta City Council	873	1,065	1,378	506	58%	313	29%
Penrith City Council							
Port Macquarie- Hastings Council	447	559	713	266	60%	153	27%
Port Stephens Council	402	562	649	247	61%	87	16%
Queanbeyan City Council	324	420	512	188	58%	92	22%
Randwick City Council	644	792	994	350	54%	202	25%
Richmond Valley Council	131	169	211	81	62%	43	25%
Ryde City Council	449	559	729	280	62%	170	30%
Shellharbour Council	362	455	578	216	60%	123	27%
Shoalhaven Council	516	639	843	328	64%	204	32%
Singleton Council	121	154	196	75	62%	42	27%
Snowy Monaro Regional Council	158	222	241	83	52%	19	8%
Snowy Valleys Council	75	95	126	51	67%	31	33%
Strathfield Municipal Council	175	221	271	95	54%	50	23%
Sutherland Shire Council	984	1,147	1,591	607	62%	444	39%
Sydney City Council	986	1,177	1,462	476	48%	285	24%
Tamworth Regional Council	317	404	502	185	58%	98	24%
Temora Shire Council	39	52	65	26	66%	13	24%

Council	2016-17 bill	NSWEC proposed	IPART recommended	Difference – IPART vs 2016-17		Difference – IPART vs NSWEC proposed	
				(\$'000)	%	(\$'000)	%
Tenterfield Shire Council	52	75	86	34	66%	11	14%
The Hills Shire Council	732	908	1,182	450	61%	274	30%
Tweed Shire Council	514	653	806	292	57%	153	23%
Upper Hunter Shire Council	86	115	139	53	61%	24	21%
Upper Lachlan Shire Council	53	72	87	34	65%	15	21%
Uralla Shire Council	38	51	65	27	71%	14	28%
Wagga Wagga City Council	319	399	502	183	57%	103	26%
Walcha Council	18	23	33	15	85%	10	43%
Walgett Shire Council	36	50	60	24	66%	11	21%
Warren Shire Council	14	19	28	14	96%	9	49%
Warrumbungle Shire Council	72	101	113	41	58%	12	12%
Waverley Council	309	390	487	179	58%	98	25%
Weddin Shire Council	27	38	47	20	72%	9	23%
Wentworth Shire Council	43	60	69	26	61%	10	16%
Willoughby City Council	349	448	550	201	58%	102	23%
Wingecarribee Shire Council	263	334	417	154	59%	83	25%
Wollondilly Shire Council	249	324	406	157	63%	82	25%
Wollongong City Council	966	1,198	1,584	617	64%	385	32%
Woollahra Municipal Council	337	433	508	171	51%	75	17%
Yass Valley Council	95	125	151	56	59%	26	20%

^a Coolamon and Carrathool council elections in 2016-17 were uncontested. As such, the 2016-17 bills do not reflect the costs of undertaking full elections.

Note: Excludes councils that did not engage NSWEC as the election service provider in 2016-17, namely: Fairfield, Gunnedah, Kempsey, Lake Macquarie, Maitland and Penrith councils, and Central Darling Shire Council which did not hold an election in 2016-17.

Source: 2016 NSWEC Local Government Elections Supplementary Report; 2016 NSWEC Local Government Elections Supplementary Report; IPART calculations.

22. SUMMARY OF CUSTOMER REQUESTS REPORT

(DEES/C98-005)

Executive Summary

Summary of customer requests received by Council.

Report

Council receives customer requests for numerous reasons such as road repairs, stormwater issues, trees, noisy dogs, new garbage bins and burials. Council has a system to collect and monitor where any request may be up to at any time, assess for trends, as well as look at response times.

Customer requests are monitored weekly with most requests dealt with in a timely manner.

Requests have trended upwards slightly, however this is a result of staff resolving unauthorised bin collections in the last few months.

Integrated Planning and Reporting Reference

E2 – Accessible and responsive service delivery.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Included in annual operational Budget.

Attachments

1. Summary of Customer Requests Report as at 30 June 2019.

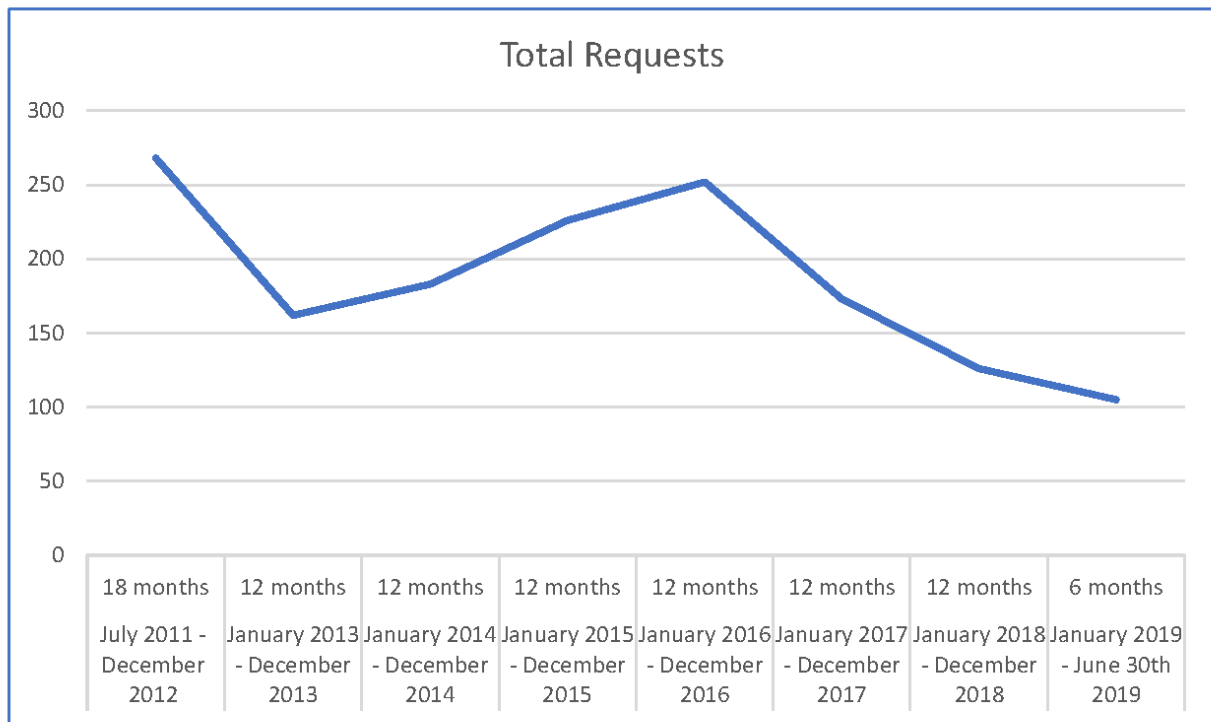
Recommendation: For Council's information.

Notes:

Attachment 1. – Summary of Customer Requests Report as at 30 June 2019

Summary of Requests Lodged

Year	Period	Total Requests
July 2011 - December 2012	18 months	268
January 2013 - December 2013	12 months	162
January 2014 - December 2014	12 months	183
January 2015 - December 2015	12 months	226
January 2016 - December 2016	12 months	252
January 2017 - December 2017	12 months	173
January 2018 - December 2018	12 months	126
January 2019 - June 30th 2019	6 months	105



SERVICE TYPE - January 1st to June 30th	
Service Type	Quantity
Animals	2
Application for Rural Addressing Post	2
Big Bins	50
Burials	11
Cemeteries	1
Culverts	1
Dogs	3
Drainage	2
Footpaths	3
Kerb & Gutter	1
Parks & Gardens	1
Roads - Rural Sealed	3
Roads - Rural Unsealed	12
Roads - Urban Sealed	2
Roads - Urban Unsealed	1
Sewerage	6
Swimming Pool - Public	1
Trees	3

Total 105

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.

**23. TENDER – FLOOD MITIGATION CONSTRUCTION WORKS STAGE 2 - LOCKHART
(DEES/T20-005)**

This item is classified CONFIDENTIAL under section 10A(2)(d)(i) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

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