



BUSINESS PAPER

of the
Ordinary Meeting
Held
20 March 2017

COUNCILLORS PLEASE NOTE:
PERFORMANCE REVIEW TRAINING FOR COUNCILLORS
WORKSHOP WILL COMMENCE AT 2.30PM
BUDGET WORKSHOP WILL COMMENCE AT 4.30PM
COUNCIL MEETING WILL COMMENCE AT 6.00PM

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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15 March 2017

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

Dear Councillors

Please Note:

A 'Performance Review Training for Councillors' workshop will commence at 2.30pm. A Budget workshop will commence at 4.30pm. The Council Meeting will commence at 6.00pm.

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, 20 March 2017** commencing at **6.00pm**.

Reports are appended for your consideration.

BUSINESS:

Opening with a Prayer

Apologies

Leave of Absence

Confirmation of Minutes of the Ordinary Meeting 6 February 2017

Declarations of Pecuniary & Non-Pecuniary Interest

Mayoral Minute/Report

Urgent Matters

Notice of Motion

Committee Reports

Delegates Reports

Status Report/Précis of Correspondence Issued

Staff Reports

Questions & Statements

Consideration of Business in Closed Session

Yours faithfully



Peter Veneris
GENERAL MANAGER

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Mayoral Minute

Nil.

Mayoral Report

Nil.

Urgent Matters

Nil.

Notice of Motion

Nil.

Committee Reports

1. MINUTES OF THE TOURISM/ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING (T26-005)

MINUTES OF THE TOURISM/ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING OF LOCKHART SHIRE COUNCIL HELD AT LOCKHART SHIRE COUNCIL ON TUESDAY, 7 MARCH 2017 COMMENCING AT 6.30PM.

PRESENT

Mrs Raeleen Pfeiffer, Mrs Susan Creek, Ms Sandra Johnstone, Mrs Myra Jenkyn, Councillor Gail Driscoll, Mr Greg Smith, Mr Colin Wiese, Tourism/Economic Development Officer (Jennifer Connor).

APOLOGIES

Councillor Derek Douglas.

LEAVE OF ABSENCE

Nil.

CORRESPONDENCE

Letter of resignation from Justine Isherwood as no longer able to commit to the meetings. Letter of thanks to be sent thanking Justine for her input to the TEDSC. The TEDSC will discuss potential new members at the next meeting.

PECURINARY/NON PECURINARY INTEREST

Raeleen Pfeiffer – Lockhart Shire Tourism Logo

CONFIRMATION OF MINUTES

The minutes of the Meeting held Tuesday, 1 November 2016, as printed and circulated, be taken as read and confirmed on the Motion of R Pfeiffer.

1. **Economic Development**

On 7 November 2016, members of the TEDSC attended an economic development workshop regarding specific target actions and resourcing. A report to Council following the Crowe Horwath economic development workshop, in which Council resolved to adopt the short, medium and long term priorities for incorporation in to the Delivery Program, was tabled at the meeting.

Recommendation: That the information be noted.

Notes:

2. **Lockhart Shire Business Excellence Awards**

The Lockhart Shire Business Excellence Awards were held at Lockhart Ex-Servicemen's Club on Wednesday, 22 February 2017. More than 100 people attended the awards including Michael McCormack MP, Tim Fischer, and John Glasford standing in for the Rotary District Governor.

The Awards received great press coverage in both print and through social media by the Eastern Riverina Chronicle, Daily Advertiser, Rural and Southern Weekly. Michael McCormack also provided coverage through social media, and the Awards featured in the Verandah Town newsletter.

The TEDO received very positive feedback from attending businesses, from community members and from businesses who did not participate this year, but who were impressed by the press coverage. It was very encouraging that these businesses indicated they would be very keen to participate in next year's awards. While one business did suggest the Awards be held every two years, there was very strong support from other businesses in Lockhart and The Rock for the Awards to be held annually, as originally proposed.

The TEDO is drafting letter to be sent to Rotary thanking them for their efforts in hosting a very successful event, and also to trophy sponsors Lockhart Progress and The Rock Progress Association.

The TEDO has designed a small winners logo which has been forwarded to the three business category winners for use on email signatures etc.



Constructive feedback of the Awards evening has been taken on board, and the TEDO will also look at introducing online voting for next year and drop boxes in each town. The potential to coincide with business week is also being considered. The TEDO has been in touch with Rotary and will continue to liaise regarding 2018.

Recommendation: That the information be noted.

Notes:

3. Destination Riverina Murray

The TEDO will be attending an RRT meeting with new Destination Riverina Murray board members on Tuesday, 14 March for the latest update from the new Destination network on the role of the new board. The roles are still being defined and are evolving as they liaise with Destination NSW and stakeholders. There is a strong role for LGAs to play, however this is yet to be defined. RRT will continue to be a conduit and collaborate on promotional projects. RRT may consider a name change for funding purposes.

Recommendation: That the information be noted.

Notes:

4. Australian Kelpie Hall of Fame

A grant for capability building activities is currently available which would cover a feasibility study on the Australian Kelpie Hall of Fame project. The funding is available for projects under \$20,000, and the TEDO has received quotations which come in under this amount. The grant does not require matched funding. Applications close on 31 March 2017. If successful the grants are due to be announced in June/July, for completion within 12 months of acceptance of grant. As these types of grants do not come up very often, the TEDSC felt it was worthwhile applying for the grant.

Recommendation: That the TEDO apply for grant funding.

Notes:

5. Shop the Spirit and Win

Shop the Spirit and Win was a successful spring shopping campaign held over 8 weeks between October and December. Entry forms included shop name and customer postcodes. This information was used to provide customer demographics to each participating business, providing a breakdown of where their customers originate from. The TEDO is able to use these location demographics for target marketing, and include visitor numbers when applying for funding.

Recommendation: That the information be noted.

Notes:

6. Shire Signs

The TEDSC discussed the Shire entry signs, now that Lockhart Shire has been confirmed to remain an independent Council and the new budget is looming. Design was discussed, with the potential for the Shire entry signs to tie in with the style of the rusty backed signs installed in CWA Park and at Galore Hill. These signs link both modern style with our heritage, as well as being durable, unique and appealing.

Recommendation: That designs for the Shire Signs be investigated.

Notes:

7. Volunteer BBQs

Last year Council resolved to hold the Volunteer BBQs annually in conjunction with National Volunteers Week. In 2016 Volunteer BBQs were held in four separate locations. The TEDO advised the meeting that attendance was not particularly strong and logistics of organising the four separate locations was problematic. The TEDSC felt that holding the BBQ at one location per year, on a rotational basis throughout the Shire, on the Friday during Volunteer Week would be preferable. The date this year would be Friday, 12 May.

The BBQ would require at least two councillors to cook, however it provides a good opportunity for any available councillors to attend. Suggested locations include Lockhart, Osborne, Pleasant Hills, The Rock and Yerong Creek.

Following a decision of location by Council, members of the community can be made aware of the date change through social media, local posters, newspaper articles and Council newsletter. The TEDO would coordinate the event.

Recommendation: That, the Lockhart Shire Volunteer BBQ be held at one location per year on a rotational basis throughout the Shire.

Notes:

8. Current TEDO projects

Lockhart Progress Association	Lockhart Vintage Verandah Fest similar in numbers to last year. Progress in danger of folding, desperately needs new members.
Drovers Way Touring Route	Relevant councils to meet in April to further progress. Collingullie have confirmed interest as starting point travelling through Lockhart, Urana, Jerilderie, Conargo and Deniliquin.
Lockhart Shire Tourism Logo	TEDO has been liaising with Raeleen Pfeiffer to discuss graphic design of logo. Working on initial concept.
Town Visitor Information Boards	In the next month the TEDO will be working on town and shire maps for information sign at The Rock. On completion of The Rock frame, TEDO will work with Lockhart Rotary to produce frame.
Billboard	DA has been lodged. Alan Gundrill has been liaising with Wagga City Council to progress the application.
Australia BIG List	The TEDO is working on recognition of the large Emu & Kangaroo Sculptures, which stand approximately 8m tall, on the Australia BIG list. The interpretative board has been received and is due for installation on the roadside near the sculptures in the near future. Referred to in social media posts by visitors as the Coat of Arms.
The Rock Shop Local Promotion	The TEDO is working on a draft postcard to promote businesses in The Rock and will liaise with The Rock Progress Association regarding the product
The Rock Heritage Trail	Received and has been distributed to VICs and shops in The Rock
The Rock Museum	Successful in grants for sound system for \$4,950.00 which will tell the story of The Rock and \$1,800.00 grant for interpretative information. Raised funds to cover the previous Hall debt.
The Rock Progress	The Progress Association are looking for funding for the Faerie Tree project. Working on astronomy project. B&S Ball for 2017.
The Rock Hill	Works by NPWS are ongoing. Some interpretative signage has been installed and tracks cleared.
Lockhart Museum	Continuing to work on collections, working on large grant project.
Wall of Fame	TEDO still looking for potential funding.
SOL	TEDO designing two sided flyer for distribution at Wagga's Stone the Crows Festival – one side Lockhart Shire, one side SOL
Love Lockhart Shire Photo Comp	All details in place for the photo competition which runs from 1 April to 30 June 2017. Information listed on website and will be promoted in newsletter, social media and in radio campaigns.

Recommendation: That the information be noted.

Notes:

The next TEDSC meeting will be held at Pleasant Hills Community Hall on Tuesday, 4 April 2017 at 6.00pm.

Recommendation: That the report be received and the recommendations contained therein be adopted.

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 6 February 2017			
21/17	GM	<p>Council Meeting Dates April Council meeting to be held Tues, 18 April 2017 in lieu of 17 April being the Easter Monday Public Holiday.</p>	Revised meeting date published on Council's website. Notice to be placed in local newspaper in the week prior to the Council meeting.
19/17	GM	<p>Review of Delegations</p> <p>A. <i>"That pursuant to Section 377 of the Local Government Act 1993 the General Manager, Peter Veneris, be and hereby is delegated authority to exercise all such powers, authorities, duties and functions as may be experienced by the Council under any Act other than:</i></p> <p style="padding-left: 20px;">iii. <i>In relation to any matter where the Mayor has directed the General Manager, in writing, not to exercise a delegated function and to refer the matter to Council for determination; and</i></p> <p style="padding-left: 20px;">iv. <i>Those functions that are required by Section 377 to be exercised only by the Council;</i></p> <p>B. <i>That pursuant to Section 377 of the Local Government Act 1993 the General Manager, Peter Veneris, be and hereby is delegated authority to write off outstanding amounts of up to \$500 that are deemed uneconomic to collect."</i></p>	Complete.
18/17	GM	<p>Policy Development and Review Council:</p> <p>a) Endorse amended Policy 1.0 "Policies – Procedure for Consideration and Adoption", as presented for public exhibition;</p> <p>b) Delegate authority to the GM to update existing Policies that require only minor amendments and do not alter the substance or intent of the Policy.</p>	Amended Policy 1.0 "Policies – Procedure for Consideration and Adoption" placed on public exhibition and no submissions received. Amended Policy tabled at March Council meeting for formal adoption (refer Agenda Item 18)
17/17	GM	<p>Special Rate Variation</p> <p>a) Council apply for a Special Rate Variation (SRV) to commence in the 2017/18 financial year of 4.6% per annum inclusive of rate pegging cumulative for 7 years, to remain permanently in the rate base, for the purpose of increasing Council's own source revenue and to be applied to the provision of community infrastructure including flood mitigation works, road restoration and swimming pool refurbishments; and</p> <p>b) If the SRV is approved and the Building Better Regions Fund (BBRF) grant application is unsuccessful, Council will still proceed with a \$4.2M upgrade of Lockhart and The Rock swimming pools;</p> <p>c) If the SRV is not approved Council will proceed with a \$2M repair only of Lockhart and The Rock swimming pools;</p> <p>d) Council will only proceed with the flood mitigation works if Office of Environment and Heritage (OEH) funding is forthcoming.</p>	Complete. Application for a Special Rate Variation was submitted to IPART on 10 February 2017. Closing date was 13 February 2017. IPART's decision is expected in mid-May 2017.

16/17	GM	<p>2017/18 Operational Plan and Budget</p> <p>a) Council endorse the timeline outlined in the report for the preparation of the 2017/18 Draft Budget and Operational Plan including the conduct of Councillor Workshops on 20 March and April 2017.</p> <p>b) a bus tour of the Shire take place on Tuesday, 14 March 2017.</p>	<p>Bus tour held on 14 February 2017. Budget Workshop scheduled for 20 March 2017.</p>
15/17	GM	<p>Adoption of the Community Strategic Plan and Related Integrated Planning and Reporting Documents</p> <p>Community Strategic Plan, Delivery Program, Long Term Financial Plan and Asset Management Plans as presented, be adopted subject to the SRV and base case scenario agreed to in the workshop held prior to this meeting being incorporated into the documents.</p>	<p>Complete.</p> <p>IP&R documents uploaded onto Council's website and forwarded to IPART together with Council's application for a Special Rate Variation.</p>
13/17	MES	<p>Variation to DCP – 17 Hebden Street, Lockhart – DA26/17</p> <p>Council grant consent for a variation to the Lockhart DCP, thereby permitting a reduced building line setback of 1.5 metres, and an increased building height, for a proposed new shed at 17 Hebden St, Lockhart.</p>	<p>DA approved. Letter issued.</p> <p>Complete.</p>
12/17	MES	<p>Planning Proposal for Variation to Lockhart LEP – DA25/17</p> <p>a) Support the application for variation to the Lockhart LEP, by permitting the change of use of a former church to a dwelling; and</p> <p>b) Refer the application to the Secretary for consideration; and</p> <p>c) If concurrence of the Secretary is obtained, continue to process and determine the development application DA25/17 under delegated authority from the General Manager</p>	<p>Letter issued to Secretary to obtain concurrence.</p>
6/17	DEES	<p>Cadet Engineer</p> <p>a) Endorse inclusion of position of 'Cadet Engineer' into the organisation structure, and</p> <p>b) Authorise the GM and DEES to sign the Charles Sturt University Memorandum of Understanding for Industry Placement Cooperation.</p>	<p>MOU signed and returned to CSU. Advertisement for position completed and placed on noticeboard at CSU. Interviews scheduled for 26 April 2017.</p>
5/17	GM	<p>Coffee Shop Proposal</p> <p>Council to invite Mandy Strong, Liz Lane and Susan Gooden to meet with Mayor and GM to discuss the proposal of a coffee shop in the former Billabong Motors building adjacent to the Green Gunyah Museum.</p>	<p>Meeting held on 1 March 2017. Discussions continuing.</p>
2/17	GM	<p>Notice of Motion - The Rock to Boree Creek rail Line</p> <p>Council:</p> <p>a) Fully supports the upgrading of The Rock to Boree Creek rail line to heavy rail to enable the more efficient and cost effective use of rail infrastructure.</p> <p>b) At the appropriate time submit a submission to Transport NSW outlining the benefits of the upgrade.</p>	<p>Awaiting Round 1 of Fixing Country Rail funding programme to be announced. Discussions held with Transport for NSW and Graincorp in anticipation of submission being prepared. Letters of support obtained from neighbouring Councils.</p>

Ordinary Council Meeting held 19 December 2016			
345/16	DEES	<p>Swimming Pool Upgrade – Lockhart & The Rock Council:</p> <p>a) Continues undertaking detailed design and planning works for both Lockhart and The Rock pool upgrades to ensure project is shovel ready this year with works funded from Council reserves;</p> <p>b) Continues engaging with respective pool Steering Committees to assist and provide guidance to Council;</p> <p>c) Applies for funding of \$1M for the pools under the current round Building Better Regions Fund; and</p> <p>d) Commence upgrade of the pools in 2016/17, 2017/18 and 2018/19 years subject to confirmation of grant funding, with project funding being combination of grant funding, third party contributions, loan and Council reserves.</p>	<p>Design works for The Rock buildings commenced.</p> <p>Grant application under BBRF closed 28 Feb 2017.</p> <p>Design work for buildings well advanced. DA's submitted for all works.</p>
Ordinary Council Meeting held 21 November 2016			
327/16	GM/ DCCS	<p>Special Rate Variation Application</p> <p>Council to apply for a SRV to commence 2017/18 FY of 4.6% p.a. inclusive of rate pegging cumulative for 10 yrs for purpose of increasing Council's own source revenue and to be applied to the provision of community infrastructure including flood mitigation works, road restoration and swimming pool refurbishments.</p>	Superseded by Minute No. 17/17 of 6 February 2017.
316/16	GM/ TEDO	<p>Riverina Regional Tourism</p> <p>Support be given to RRT's continued operations until 30 June 2018.</p>	In progress.
315/16	GM/ TEDO	<p>Australian Kelpie Hall of Fame</p> <p>a) Greens Gunyah Museum be requested to develop and provide a long-term business plan to Council, outlining future developments and how they will be funded, and</p> <p>b) The item be brought back to Council for further discussion in the 2017/18 FY.</p>	Lockhart & District Historical Society have developed a strategic plan and are working on extending this into a business plan.
306/16	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee - Lockhart Shire Business Excellence Awards</p> <p>Lockhart Shire Council to sponsor the Excellence in Small Business Award at the inaugural Lockhart Shire Business Excellence Awards.</p>	Complete. Awards presentation event held on 22 February 2017.
Ordinary Council Meeting held 19 September 2016			
264/16	DEES	<p>F111 Stabiliser Display, The Rock</p> <p>a) Council supports installation of F111 Stabiliser Fin</p> <p>b) Site meeting to occur to agree position for installation</p> <p>c) Council to meet costs of up to a maximum of \$3,000 in-kind support to complete project (incl. installation of soon to be delivered anchor).</p>	<p>Letter written to The Rock RSL.</p> <p>Displays have been delivered to The Rock. Works to be undertaken in New Year.</p> <p>Welding works for Anchor have been completed. Anchor sent for sand blasting & painting.</p>
241/16	TEDO	<p>Minutes of Tourism/Economic Development Steering Committee - Town Visitor Information Boards</p> <p>New town visitor information boards to be designed and installed in The Rock and Lockhart.</p>	In progress.

Ordinary Council Meeting held 18 July 2016			
185/16	DEES	<p>Sewer Financial Plan and Proposed Extension at The Rock</p> <p>a) Commence with design and planning of sewer extension at The Rock in 2016/17 as per Lockhart Sewerage Business: Capital Works Plan and Financial Plan</p> <p>b) Undertake construction of Stages 1-6 of proposed low pressure sewer extension at The Rock in 2017/18 as per Lockhart Sewerage Business Capital Works Plan and Financial Plan</p> <p>c) Investigate feasibility of sewerage Council subdivision on Milne Rd in advance of rest of works.</p>	<p>Will commence quotes for design works once Project Officer is engaged.</p> <p>Project detailed design to commence Oct Sept.</p> <p>Quotations being sought for design consultant.</p> <p>Consultant engaged, design works well under way.</p>
163/16	GM	<p>Notice of Motion – Saggers Family Contribution Acknowledgement</p> <p>Council to decide in future on appropriate form of recognition for contribution the Saggers Family has made to the community</p>	No action yet.
Ordinary Council Meeting held 20 June 2016			
136/16	GM	<p>Binding of Council Minute Books</p> <p>Further information to be sought re. Council's obligation under the State Records Act.</p>	Current storage of minute books complies with relevant legislation. No further action proposed.
Ordinary Council Meeting held 16 May 2016			
109/16	DCCS	<p>Old Lockhart Railway Station Building</p> <p>Council to:</p> <p>a) Seek to find a suitable use/tenant for the building</p> <p>b) Begin negotiations with JHR to hand building back, if suitable use/tenant not found within next 6 months.</p>	Ongoing.
102/16	DCCS	<p>Draft Delivery Program 2013-17 & Operational Plan 2015-16 and Budget</p> <p>Council contribute \$10,000 and provide up to \$10,000 as an interest-free loan repayable over 5 years to the Lockhart Recreation Ground Committee for replacement sprinkler system.</p>	Complete. Incorporated into 2016-17 Operational Plan Budget. Payment processed.
92/16	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee – Virtual Touring Route</p> <p>TEDO investigate the potential to develop Drovers Way as a virtual touring route through the region.</p>	In progress
Ordinary Council Meeting held 21 March 2016			
37/16	GM	<p>Fit for the Future Update</p> <p>Council to formally invite the Hon. Mike Baird MP, Premier of NSW to open the Greens Gonyah Museum redevelopment, before the end of June 2016, if possible.</p>	Complete. Updated invitation forwarded to the new Premier, Hon. Gladys Berejiklian MP. Response has been received from the Premier's office and the invitation has been declined.
Ordinary Council Meeting held 17 November 2014			
328/14	DCCS	<p>Request for Financial Assistance – The Rock Men's Shed</p> <p>a) Suitable lease conditions be negotiated between Council and The Rock Men's Shed.</p>	In progress.

Ordinary Council Meeting held 14 October 2014			
294/14	DCCS	Report of Section 355 Committees - Finances Council to endeavour to meet with all 355 Committees & Pleasant Hills Community Hotel to work with them to understand their costs and future projects	Plan being developed with correspondence to be sent. Workshop material in planning & being developed.
Ordinary Council Meeting held 21 July 2014			
172/14	GM	The Rock to Boree Creek Rail Line Council to investigate all avenues to have The Rock to Boree Creek Rail Line upgraded to Heavy Weight Rail so grain wagons can be loaded to maximum axle weight.	Superseded by Minute No. 2/17 of 6 February 2017.
Ordinary Council Meeting held 17 March 2014			
49/14	TEDO	Minutes of Tourism/Economic Development Steering Committee Meeting - Heritage Standards within Lockhart Shire Assessment on the heritage area in Green St to be reviewed by the TEDSC following completion.	In progress.
Ordinary Council Meeting held 6 February 2017 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Verdon – John St Laneway, The Rock – Advised John St Laneway is untidy and overgrown.	DEES will investigate and take appropriate action. DEES inspected lane, nil action for Council at this stage. Complete.
	DEES	Cr Verdon – Placement of Ashes in Council Columbarium – Enquired as to process for placement of ashes in Council columbarium.	DEES advised same process as for funeral arrangements and for Funeral Director to make contact with Council. Nil action for Council. Complete.
	DEES	Cr Day – Garden at New Walter Day Park Toilets – Enquired as to status of garden at new toilets as noted that some lawn area has died.	DEES advised this area was sprayed and will become part of the new garden staff are constructing as time and resources permit. Nil action for Council. Complete.
	DEES	Cr Day – Entrance to Roadhouse, Lockhart – Advised the bitumen near the Roadhouse entrance is in need of patching.	DEES advised he will investigate and take appropriate action. Area to south of roadhouse re-sealed. Complete.
	DEES	Cr Day – Hendersons Lane, Lockhart – Advised he has had reports that Hendersons Lane needs grading.	DEES advised he has recently inspected this road and it is in good condition. Nil action for Council. Complete.
	DEES	Cr Day – Bullenbung/The Rock Road Causeway – advised a meeting is expected to be held on site soon regarding this causeway.	Added to site on shire bus tour. Complete.
	GM	Cr Day – NSW Premier attending Opening of the Greens Gunyah Museum – enquired as to status of invitation for NSW Premier to officially open the Greens Gunyah Museum extension.	Complete. Updated invitation forwarded to the new Premier, Hon. Gladys Berejiklian MP. Response has been received from the Premier's office and the invitation has been declined.

	GM/ DEES	Cr Day – Green St Lockhart Shopping Precinct Verandas – enquired as to who owns/maintains the verandas in the Green Street shopping precinct.	GM advised that under the Roads Act it is the responsibility of who benefits from the structure. DEES advised it is the property owners' responsibility to insure/maintain but there still appears to be some confusion/grey area. DEES will bring a proposed Veranda Policy report to the next Council meeting. See report to March 2017 Council meeting. Complete.
	GM	Cr Day – Lockhart IGA Refurbishment – Advised Lockhart IGA will be refurbishing and the owner has requested a visit from Council to look at the works to be undertaken.	GM advised that arrangements have been made to visit the supermarket and meet with the owners.
Councillor's Questions	DEES	Cr Driscoll – Possible Reuse of Materials – Second Property Purchased in The Rock under the VP Scheme – Enquired on behalf of The Rock Men's Shed if they could possibly salvage anything that might be useful?	Dees advised the home is not due for demolition until May 2017 and he will ask demolishers to discuss with the Men's Shed. Complete.
	GM	Cr Driscoll – Status of Sales for Carson Road Subdivision, The Rock – Enquired as to status of sales for this subdivision?	GM advised Council has sold four of the five blocks and may wish to consider Stage 2 of the subdivision in the 2017/18 budget. Complete.
	DEES	Cr Marston – The Rock Sewer Extension – Future Presentations/Media Releases – Enquired if The Rock Councillors could please be given in advance/be briefed on any future presentations/media release planned for The Rock Sewer Extension?	DEES advised he will be putting information in the Council Newsletter and also on the website and a copy will be sent to all Councillors. Information provided in newsletter and on website. Complete.
	DEES	Cr Rockliff – Street Sweeping/Cleaning of Gutters in Green Street Shopping Precinct, Lockhart – Enquired as to status of street sweeping and gutter cleaning in the Green Street shopping precinct, Lockhart.	DEES advised Council staff undertake street sweeping by hand as the street sweeper cannot reach the gutters due to wheel stops. DEES will follow up and action further as required. Drains have been cleaned by staff. Further work required when pavers repaired in this area in late April/early May. Complete.
	DEES	Cr Douglas – Alf Freemans Lane – Advised that Alf Freemans Lane is in poor condition.	DEES advised he will investigate and take appropriate action. DEES has inspected lane, with maintenance grade schedule for May 2017 and road to be included for future gravel re-sheet. Complete.

	DEES	Cr Douglas – Yerong Creek Mittagong Road – Advised he has had a report that Yerong Creek Mittagong Rd is in poor condition.	DEES advised he has inspected this road recently and it is in good condition. Nil action for Council. Complete.
	DEES	Cr Douglas – Rectification of Bog Holes on Edge of Lockhart Airstrip – Enquired about rectification of bog holes on the edge of the Lockhart Airstrip?	DEES advised holes caused by users during wet winter and he will arrange for a tidy up of the holes. Cr Day advised he will follow up with the group of farmers who use the airstrip regarding the supply of gravel to make a pad for future use. DEES inspected site and area has been graded. Site included on Shire bus tour. Complete.
	DEES	Cr Walker – Plums Lane – Advised that Plums Lane is in poor condition.	DEES advised he will investigate and take appropriate action. DEES has inspected lane, with maintenance grade schedule for June 2017 and road to be included for future gravel re-sheet. Complete.
Ordinary Council Meeting held 19 December 2016 – Councillor Questions & Statements			
Councillors' Questions	GM	Cr Driscoll – New Crown Lands Management Act – Enquired as to status of review of Crown Lands Management Act and has it been discussed at Council?	GM advised nothing happening at this stage as the majority of the new legislation will commence in early 2018, with further information to be provided in 2017, therefore it has not been discussed at Council as all current legislation remains in place.
Ordinary Council Meeting held 21 November 2016 – Councillor Questions & Statements			
Councillors' Questions	GM/ DEES	Cr Day – Refurbishment of Lockhart Town Signs – Enquired on status of refurbishing the Lockhart town signs?	GM advised there is no money in current budget for town signs upgrades. DEES advised he will meet with Cr Day to discuss possible works. Cr Day & DEES working on refurbishment of the signs. Staff has removed one of the signs and Cr Day talking with Littlewood signs regarding refurbishing.

Ordinary Council Meeting held 24 October 2016 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Verdon – Council Disaster Management Plan Availability – Also queried if Council Disaster Management Plan was available?	DEES advised the new Emergency Management Plan was almost complete and to expect a presentation to Council at a future meeting. Proposed to present EMP to June 2017 meeting.
	DEES/ MES	Cr Douglas – Yerong Creek Noise Complaint re. Chooks – Enquired as to status of noise complaint in Yerong Creek re. chooks.	DEES/MES advised an onsite meeting has been held to discuss implementation measures to reduce noise at night. Council will be following up on Tues, 25 Oct 2016. Council has followed up complaint and is currently monitoring the situation.
Ordinary Council Meeting Held 20 June 2016 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Yates – Yerong Street, The Rock – requested that as this street is not a B-Double route due to insufficient staking distance for trucks at the Olympic Hwy intersection, could Council lobby State Government for turning/slip lanes to be installed to allow B-Doubles to use this route instead of the main street of The Rock?	DEES advised he will make some enquiries, as well as make contact with RMS and advise. DEES is in discussions with GHSC on best way to handle this matter. Ongoing. Nil letters of support provided from the community. Nil further action at this stage. Complete.
Ordinary Council Meeting Held 16 November 2015 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Morgan – Funding Application for Brookdale Hill Blackspot Enquired if Council has received any news on this funding application?	DEES advised that no news has been received to date. Application has been unsuccessful at Federal level, currently being assessed at State level. Council currently undertaking design works for the intersections. Design work complete. Currently investigating services relocations required.

Ordinary Council Meeting Held 17 August 2015 – Councillor Questions & Statements			
Councillors' Questions	DEES	<p>Cr Verdon – Solar Power Concerned about high cost of electricity at public recreation grounds and pools within Shire and enquired if Council has considered solar power, especially for The Rock Recreation Ground?</p>	<p>DEES has spent considerable time/gone to seminars investigating this issue and will be putting a report to Council shortly. DW will also investigate if s355 Committees could come under Council's power supply contract to obtain a saving.</p> <p>DEES has investigated and grouping all electrical accounts into Council account is possible. Staff currently investigation total number of accounts that could be rolled over.</p>
Ordinary Council Meeting Held 22 June 2015 – Councillor Questions & Statements			
Councillors' Questions	Cr Day	<p>Cr Day - Milbrulong Silos Cr Day will talk to Graincorp about Milbrulong silos and possibility of obtaining more land for bunkers – maybe eastern end of Lockhart Industrial Park?</p>	

20 March 2017 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
02/02/17 (e-mailed)	ALGA News Editor	ALGA News 27 Jan 2017	A75-005
06/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #4 – 3 February 2017	S20-007
06/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
06/02/17 (e-mailed)	ALGA News Editor	ALGA News 3 Feb 2017	A75-005
13/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #5 – 10 February 2017	S20-007
13/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
13/02/17 (e-mailed)	ALGA News Editor	ALGA News 10 Feb 2017	A75-005
16/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	NSW Premier's Announcement on Amalgamations	S20-020
20/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #6 – 17 February 2017	S20-007
20/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
22/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	Capability Framework for Local Government – Inviting your participation	S20-020
28/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #7 – 24 February 2017	S20-007
28/02/17 (e-mailed)	ALGA News Editor	ALGA News 17 Feb 2017	A75-005
28/02/17 (e-mailed)	ALGA News Editor	ALGA News 24 Feb 2017	A75-005
28/02/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
03/03/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #8 – 3 March 2017	S20-007
06/03/17 (e-mailed)	ALGA News Editor	ALGA News 3 March 2017	A75-005
06/03/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
13/03/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #9 – 10 March 2017	S20-007
13/03/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
13/03/201 (e-mailed)	ALGA News Editor	ALGAN News 10 March 2017	A75-005

Recommendation: That the information be noted.

Notes:

Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. ANZAC DAY 2017 COMMEMORATIONS

(GM/C45-005)

Executive Summary

Information has been received from the various RSL Sub-Branched in the Shire regarding arrangements for commemorating ANZAC Day on 25 April 2017. Invitations have also been extended for a member of Council to lay a wreath of commemoration at the respective Cenotaphs.

Report

Arrangements for the commemoration of ANZAC Day will be as follows:

Lockhart

9.00am Morning service at Cemetery
10.20am Form up at Commercial Hotel, Green Street.
10.30am March to cenotaph in Hebden Street. Main service to follow. At the end of formalities proceed to the Ex-Servicemen's Club for two-up and Chinese buffet.

Pleasant Hills

9.00am Service at Memorial Hall, Ryan Street.

The Rock

6.00am Dawn Service at Soldier Memorial, Urana Street. Followed by gunfire breakfast at The Rock Memorial Bowling Club.
10.15am Congregate for march in front of The Rock Memorial Bowling Club.
10.30am March to cenotaph in Urana Street
10.50am (approx.) Anticipated flyover by Temora Aviation Museum (weather permitting).
12.30pm Luncheon at The Rock Memorial Bowling Club followed by drawing of ANZAC Day raffle.

Yerong Creek

10.45am Form up at Delta Agribusiness, Plunkett Street.
11.00am March to Stanley Galvin Park followed by service.
12.00pm Lunch at Yerong Creek Bowling Club.

Integrated Planning and Reporting Reference

A3.2.1 - Provide support to events held within the community.

E3.3.1 - Strong and beneficial relationships between local government and service providers, other levels of government and the community.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That Council determine its representatives to participate at the respective ANZAC Day ceremonies and to lay a commemorative wreath on behalf of Council.

Notes:

2. **REQUEST FOR DONATION – SPONSORSHIP OF DOGS NSW SOUTHERN REGION 25TH ANNIVERSARY OF CHAMPIONSHIP DOG SHOWS** (GM/D30-005)

Executive Summary

Request for sponsorship of Dogs NSW Southern Region 25th Anniversary of Championship Dog Shows.

Report

Dogs NSW Southern Region is seeking financial support from Council in the form of sponsorship to assist with the running of the 25th Anniversary of Championship Dog Shows to be held at the Yerong Creek Recreation Grounds from 23 to 27 June 2017.

Dogs NSW Southern Region has been holding shows in Yerong Creek for the past four years and the facilities have proven very popular with exhibitors, judges and stewards. This quadrennial show will attract interstate and international visitors with total entries over the three days expected to exceed 2,000 dogs. The Yerong Creek and surrounding area will benefit from an economic boost through accommodation and catering opportunities.

Dogs NSW Southern Region has suggested a sponsorship amount of \$1,000.

Other recent requests for financial assistance granted by Council for events held in the Shire include the Lockhart and The Rock Show Societies which received \$500 each. Also note that at the June 2016 meeting it was resolved that Council: a) waives tip access fees and charges for up to four three-day dog shows per year, and b) supplies new extra wheelie bins to the Yerong Creek Recreation Ground Committee at the standard fee.

Integrated Planning and Reporting Reference

A3.2.1 – Provide support to events held within the community.

Legislative Policy & Planning Implications

Compliance with Council's eligibility criteria is as follows:

- Be based within the Council's area – Committee Members from Junee, Coolamon, Yerong Creek, Wagga Wagga and Uranquinty
- Be not for profit – Yes
- Not having received other funding from Council in this financial year – Yes
- Agree to acknowledge Council's contribution in all publicity relating to the equipment which Council has contributed to – Yes.

Budget & Financial Aspects

\$20,111.00 unspent or uncommitted in Section 356 budget for this financial year. This unspent balance may be impacted by Council's decision regarding a request for financial assistance received from the Osborne Recreation Ground Committee (refer Agenda Item 11).

Attachments

1. Letter from Dogs NSW Southern Region, dated 2 March 2017.
2. Supporting email from Show Secretary, dated 7 March 2017.

Recommendation: That Council contribute \$500 towards the Dogs NSW Southern Region 25th Anniversary of Championship Dog Shows in Yerong Creek.

Notes:

Attachment 1. – Letter from Dogs NSW Southern Region, dated 2 March 2017

DOGS NSW SOUTHERN REGION

Lockhart Shire Council
65 Green St,
Lockhart.

Dear Sir/Madam,

Dogs NSW Southern Region will be holding its 25th anniversary of championship dog shows on June 23, 24 and 25 June, 2017 at the Recreation Grounds, Yerong Creek.

We have been holding our shows here now for the past four years. The facilities have proven very popular with all exhibitors, judges and stewards alike.

Exhibitors come from New South Wales, Victoria, ACT, South Australia and even Western Australia. These exhibitors boost the economy of Yerong Creek and surrounding areas because they utilise accommodation, petrol and food. The Yerong Creek community also benefit by doing all the catering for the three days of shows; the bowling club serves dinner each night; and the camping fees go directly to the Grounds committee.

Next year's panel of seven judges is coming from Russia, Ukraine, Japan, Korea, Ireland and South Africa so it will be a truly international show with total entries over the three days expected to exceed 2000 dogs! The judges will be given true Riverina country hospitality as they will be accommodated at the Hanericka Farmstay. Four years ago, for our 21st shows, I applied for council sponsorship and was delighted to receive \$800 which was acknowledged in our advertisements and our catalogue. This money was allocated to prizes, namely \$150 cash for Best Exhibit in Show each day, \$100 cash for Runner Up to Best Exhibit in Show each day, with the remaining \$50 going into the general trophy fund.

I am hoping that for these prestigious 25th shows, Lockhart Council will once again show its support by sponsoring us perhaps this time to the amount of \$1000. As previously, your support will be acknowledged in all our advertisements and in our catalogue.

This is the first time that such a panel of esteemed international judges will have been to this area, in fact some are coming to Australia for the first time. I hope you will give this request careful consideration, and with a positive outcome. An early response would be appreciated as our advertisements to our controlling body have to be submitted in early January.

Thank you in anticipation.

Bev Daines
Show Secretary

PO Box 255
Wagga Wagga 2650

dachlah@bigpond.net.au

ph: 6971 1739

Attachment 2. – Supporting email from Show Secretary, dated 7 March 2017

From: Bev Daines <dachlah@bigpond.net.au>
Sent: Tuesday, 7 March 2017 1:34 PM
To: Leonie Arnold
Subject: Info to support application for a donation

Hi Leoni,

Following our conversation this morning, I offer the following information to support our application for a donation towards the 25th anniversary of dog shows of Dogs NSW Southern Region.

President: Mrs Pam Kilburn. Junee
Vice President: Mr Andrew Casperson. Coolamon
Secretary: Mrs Lyn Pearson. Yerong Creek
Treasurer / Show Secretary: Bev Daines. Wagga Wagga
Committee: Mrs Heather Mc Dougall. Coolamon
Mr Jim Morriss. Junee North
Mrs Liz Penisi. Uranquinty

To run a show of this size, usually the biggest in the region, incurs a lot of costs. As you will note, we have seven overseas judges this time. This in itself will cost in the vicinity of \$16,000 for their return airfares from their country to Wagga Wagga. On top of that we pay their accommodation, all meals and transfer costs. Then there are seven stewards each day to whom we pay \$50 each per day plus their lunch; trophies are usually in the vicinity of \$800 each day as per the requirements of Dogs NSW; other costs include catalogues, certificates, rosettes and sashes, lunches for office helpers, ground rental fees and electricity use, use of the Bowling Club rooms, show adverts in both the NSW and Victoria dog gazettes, hire of a mini bus to transport the judges each day, plus any other incidentals.

Committee members like myself, drive to and from the grounds each day, and on the Wednesday prior to the show dates to set up the rings, with no remuneration for petrol.

Our only income is from exhibitors' entry fees and any donations we may receive.

If we are lucky enough to make a small profit, this usually averages around \$800 - \$1000 which goes into our account ready to start the following year's shows. We are a not-for-profit organisation supporting a hobby for many people.

I hope this helps to support our application for a donation from Lockhart Council for our shows.

Regards

Bev Daines
Show Secretary

7th March, 2017

Sent from my iPad

STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

3. THE ROCK REGIONAL OBSERVATORY PROJECT

(GM/E05-020)

Executive Summary

Council has received information from the proponents of The Rock Regional Observatory Project (TRRO) which proposes to build an astronomical observatory at the Rock to be used for educational and tourism purposes. The purpose of this report is to determine the level of support for the project to be provided by Council.

Report

The TRRO Project involves the construction of a research and teaching astronomical observatory on the grounds of The Rock showground. The proponents of the Project include Dr Graeme White, members of the regions astronomical community, the community of The Rock, and others.

The TRRO includes two research grade telescopes with supporting cameras and computer controls to be supplied by Dr White.

The telescope is presently in storage in Wagga Wagga but is in need of some repair and control instrumentation, all of which can be undertaken by Dr White's team. However funds will be required for the replacement of the state-of-the-art reflective surfaces on the mirrors. The proponents believe that technical support for this project can be obtained through the TAFE, a school, or the men's sheds.

A dome for this telescope is available ex University of Southern Queensland, Toowoomba. Funds will have to be found to transport this dome from Toowoomba to The Rock.

The TRRO requires a small piece of land that is secure, maintained and accessible to the users and student visitors to the Observatory, and is in a dark location away from the lights of Wagga Wagga. A suitable site has been identified on the showground at The Rock which offers all of these attributes (see map below).

A copy of the complete proposal as submitted by the proponents is attached.



The land identified as a suitable site for the TRRO is described as Reserve 48746 for Racecourse and Showground. The land was reserved from sale for the purposes of a racecourse and showground by notification in NSW Government Gazette No. 61 on 23 April 2013. The Council of the Shire of Lockhart was appointed Trustee of the Reserve by notification in NSW Government Gazette No. 80 on 30 July 1943.

On 11 November 1994 by notification in Government Gazette No. 150 the Lockhart Council Crown Reserve Trust was established as Trustee of Reserve 48746 and other Crown reserves in the Shire. In the same Gazettal notice Lockhart Council was appointed to manage the affairs of the Reserve Trust.

Crown land must be used for the declared purpose for which it was reserved, in this case racecourse and showground. However pursuant to section 121A of the Crown Lands Act the Minister may, by order published in the Government Gazette, authorise a reserve to be used for an additional purpose, in this case an observatory, provided the Minister is satisfied that:

- a) the additional purpose is compatible with the declared purpose of the reserve, and
- b) the use of the reserve for the additional purpose is consistent with the principles of Crown land management, and
- c) it is in the public interest for the reserve to be used for the additional purpose.

It is anticipated that during any such process the Minister would consult the Trust Manager and any other users of the Reserve before approving the use of the reserve for an additional purpose. As stated above Council is the Trust Manager, and letters of support for the TRRO Project have been received from the other users, namely the Showground Committee and Golf Club.

With respect to the assistance required to progress the TRRO Project, Council could undertake the process to seek the Minister's consent to authorise Reserve 48746 for Racecourse and Showground to be used for an additional purpose.

Council could also provide assistance in identifying and applying for any grants that may be available for those aspects of the Project that require funding as outlined above, e.g. replacement of the state-of-the-art reflective surfaces on the mirrors and transporting the dome for the telescope from Queensland to The Rock.

Integrated Planning and Reporting Reference

B5.2 - Better use of our natural strengths and assets to build our tourist sector.

B5.3 - Develop infrastructure to support our tourist sector.

B5.4 - Develop partnerships that support our tourism industry.

Legislative Policy and Planning Implications

The Minister's consent is required pursuant to the Crown Lands Act 1989 for Reserve 48746 for Racecourse and Showground to be used for the TRRO Project.

Budget and Financial Aspects

The recommendation, if adopted, allows for in-kind support to be provided in seeking the Minister's consent to authorise Reserve 48746 to be used for an additional purpose and in identifying any relevant grant opportunities. It is proposed that any direct financial contribution from Council to the TRRO Project be the subject to a further report to Council.

Attachments

1. The Rock Regional Observatory Project Proposal.
2. Letter of support dated 6 March 2017 from The Rock Golf Club.
3. Letter of support dated 7 March 2017 from The Rock Show Society Inc.

Recommendation: That Council, as Trust Manager of the Lockhart Crown Reserve Trust:

- a) Provide in-principle support for The Rock Regional Observatory Project;
- b) Seek the consent of the Minister to authorise Reserve 48746 for Racecourse and Showground to be used for an additional purpose that is consistent with the Project;
- c) Assist in identifying any potential grant opportunities relevant to the Project.

Notes:

Attachment 1. – The Rock Regional Observatory Proposal



THE ROCK REGIONAL OBSERVATORY

facebook xxxxxxxx



The beautiful skies over The Rock.

Summary: The Rock Regional Observatory.

We are proposing to build and operate an astronomical observatory at The Rock to be used for research and for visitors.

This is a joint project between Dr Graeme White, of Wagga Wagga, The Rock Progress Association and Lockhart Shire Council.

The TRRO Project:

The Rock Regional Observatory (TRRO) project is the construction of a research and teaching astronomical observatory on the grounds of The Rock show ground.

This is a project between Dr Graeme White, members of the regions astronomical community, the community of The Rock, and others

The project consists of combining astronomical telescopes and the domes that cover them, with land and a small building supplied by the Lockhart Shire Council ---

The Telescopes:

The TRRO will contain two research grade telescopes. These telescopes, and there supporting cameras and computer controls, will be supplied by Dr White. These telescopes are:



The C14 telescope. A 14 inch aperture Schmidt Cassegrain telescope with very good optics suitable for double star astrometry, quasar photometry and general viewing.

A 14-inch Celestron telescope, commonly called a ‘C14’. This telescope is bigger than – or comparable in size to - telescopes used in public outreach programs at places such as Sydney Observatory and at observatories associated with Siding Spring mountain.

The C14 will be used for visitor viewing and research. This telescope is presently in use in Wagga Wagga where it is used for research (the Historic Double Star program – see below) and to obtain images for school student’s research projects (The TASS program).

The hemispheric dome to cover this telescope is in Wagga and, like the telescope, readily available for the project.



A 2.3 m dome similar to the one available for TRRO to cover the C14 telescope. This dome will be mounted on the top of a new corrugated iron building – see design cartoons.

Special high-speed cameras and low light integrating CCD cameras are already attached to this telescope. This telescope is fully operational and can resume the research and visitor programs immediately (that is, within a week or so of installation in the building).

The second telescope is a university-built 24 inch reflecting telescope acquired by Dr White from the Australia Defence Force Academy.

This is a fully research telescope and will be dedicated to that purpose in the double star astrometric program.

The telescope is presently in storage in Wagga but is in need of some repair and control instrumentation – all of which can be undertaken by Dr White’s team - but a small amount of money will be required for the replacement of the state-of-the-art reflective surfaces on the mirrors. It is hoped that technical support for this project can be obtained through the TAFE, a school, or the men’s sheds.

Again computer systems for this telescope are available, as are state-of-the-art CCD-based research cameras.



The 24 inch research telescope for TRRO. Principal usage will be double star astrometry.



This 4.5 m diameter dome is presently at USQ's Mount Kent Observatory but has been gifted to the TRRO project on a 'we pick up basis'. This dome is to be mounted on the building to cover the 24 inch telescope.

A dome for this telescope is available for this telescope ex University of Southern Queensland (USQ), Toowoomba. Moneys will have to be found to transport this dome from Toowoomba to The Rock.

Other miscellaneous teaching and research materials are available to enhance an educational visit to the TRRO. These include tripod mounted telescopes, maps, charts, posters and displays.

Also available from Dr White is a list of contacts of people who will support the project intellectually and with hands-on voluntary work (see separate list).

What is required to Complete The Rock Regional Observatory:

For TRRO we require some resources that are out of the reach of Dr White but well within the generosity and grasp of small grants.

The TRRO requires a small piece of land that is secure, maintained and accessible to the users of the observatory and student visitors to the observatory, and is in a dark location away from the lights of Wagga Wagga. Therefore the proposed site is on the show ground at The Rock (see map) which offers all of these attributes.



Google Earth view of The Rock show ground. The red star is the proposed site for the observatory.

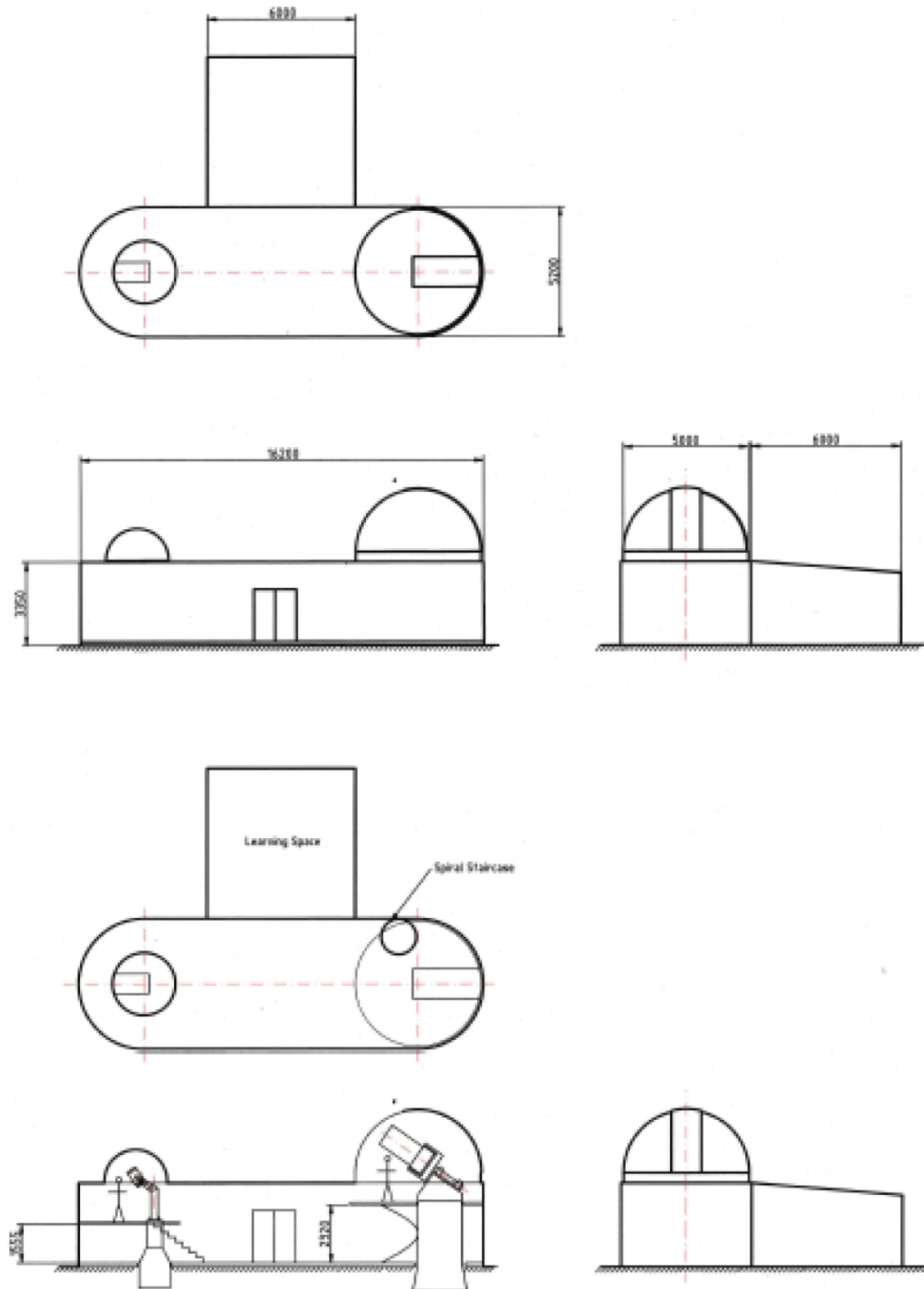


Two views of the proposed site for TRRO; one looking North-East towards the town of The Rock, and Wagga Wagga, the other West towards 'the lion'. The trees provide some protection for the small amount of light that may come from the town or Wagga. The rustic buildings are empathetic with the architecture of the building.

The observatory building. Here we are proposing a very modest two-domed corrugated iron building as shown in the below cartoon. This is a simple to construct building with a steel frame, on a concrete slab. The walls are 'water tank' construction. The telescopes are supported on vibration isolated plinths set deep into the ground. There is no need for toilets as they are on the show ground site. Water is also not needed but main power will alleviate the need for solar cell technology (which is a viable alternative).

A teaching space is included for use with visitors, students *etc.*

TRRO Design Cartoon





Not an Observatory – but an award winning Australian ‘tiny house’, and worth including here to illustrate the style of the project and the potential beauty that can be achieved at minimal money using steel frame and corrugated iron.

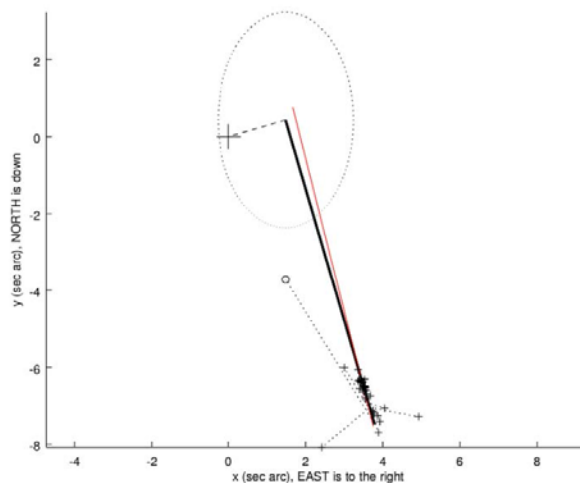
The observatory project will also need some support as is outlined in the attached budget:

Research Programs:

The astronomy people involved are a mixture of professional astronomers, university staff, astronomy educators and amateur astronomers.

In total we can identify over 10 people from the Wagga Wagga/The Rock region who can contribute, and about as many again from outside the region, and internationally, who would have an interest in this activity. All are enthusiasts for science, science-education, learning and all willing “to boldly go” into the future. They are ideal role models for the youth of rural communities where exposure to real science and the aspirations of a technological future is, perhaps, limited.

Of particular research importance is the group (White, Letchford, Ernest and Jarman) who are presently working on a cross-over history/astrometry project which has already resulted in two scientific papers published in the US and 4 others close to preparation. This project is unique world-wide and could generate substantive usage of TRRO, and a modest reputation for its work.



A diagram from one of our scientific papers showing the historic movement of the fainter companion of the double star RMK 25 which was discovered at Governor Brisbane's Parramatta Observatory in the 1820s by astronomer Charles Rumker. From a paper by Letchford, White and Ernest (in prep).

On the astronomy education side, members of this group, and others from Atherton (Platz) and USQ (Professor Carter), are preparing photometric data for students in the Atherton-based School of Astronomy and Astrophysics (TSAA). Dr White is the academic mentor for the program (easily found with Google) and at present students there are working with Dr White (and Professor Pennypacker of Berkley, USA) on the variability of the black hole Cyg X1.

Infotainment – and a reason to travel to The Rock.

Many of the people involved come from a teaching background, and they will be keen to show off TRRO with the intention of stimulating younger people into science, technological interests and possibly careers.

Our proposal is to have TRRO available to all, with particular emphasis on school-aged students.

A list of persons who may be attracted to TRRO may include:-

From the Schools:

- School teachers to undertake in-service and refreshment programs
- School age students in Years 11-12 science (Physics, Chemistry Biology) Maths and IT programs
- School age students in High School
- Primary school students
- Early age/preschool students

From the General Public:

- Tourists
- Members of the University of the Third Age, U3A
- Members of Adult Education classes
- Member of cultural and social clubs

From the University sector:

- Science students and researchers
- Education students
- Tourism and Communication students

Staffing:

We do not intend to staff TRRO outside of our capacity to do so, as the staffing will be by volunteers. All working there will have ‘blue cards’.

Cost Recovery:

It is not our intention to attempt cost recovery through a formal entry fee unless exceptional circumstances present themselves. This is because we are doing this for a serious purpose – education and research – and we do not intend this to be a business.

However, we will ask for a gold coin donation and will actively lobby visitors for ‘core/substantive’ donations to the project.

The Core Working Group:

- Dr Graeme White, Wagga resident, Adjunct Professor at CSU, WSU, USQ and CU, professional research astronomer.
- Dr Allan Ernest, resident of The Rock, research astronomer/educator, CSU.
- Dr Carl Pennypacker, Professor, Lawrence Berkeley National Laboratory, CA, USA, research astronomer/educator.
- Rev Dr Roderick Letchford, Wagga resident, Dean of Studies at Vianney College, astronomy researcher.
- Professor Rob Davidson, resident of Wagga, amateur astronomer/educator, CSU
- Therese Young, Wagga resident, science and mathematics teacher.
- Mr John Jarman, amateur astronomer and telescope technician.

The following are supporters of the project but are not resident in Wagga Wagga, but who will support initiatives of the project.

- Professor Dr Miroslav Filipovic, University of Western Sydney University.
- Dr Charles Cornwell, industrial chemist, amateur astronomer, Melbourne.
- Mr David Platz, head school teacher, Atherton State High School.
- Mr Peter Nakitch, amateur astronomer, librarian Bathurst TAFE.

Dr Graeme L. White

DRAFT 16 January, 2017

Attachment 2. - Letter of support dated 6 March 2017 from The Rock Golf Club

THE ROCK GOLF CLUB

Tootool Road (PO Box 84) The Rock NSW 2655
Phone (02) 6920 2193

President: Graham Moon 0408 234 071
Secretary: Colin Stewart 6920 1404

6 March 2017

Mr Peter Veneris
General Manager
Lockhart Shire Council
Green Street
LOCKHART NSW 2656

Dear Sir,

I am writing on behalf The Rock Golf Club to confirm our support in principle for the placement of an Observatory at The Rock Showground.

Yours sincerely

Col Stewart
Secretary

Attachment 3. - Letter of support dated 7 March 2017 from The Rock Show Society Inc.



THE ROCK SHOW SOCIETY INCORPORATED

File No:	E05-020
Log:	21744
MAYC REPLY REPORT	
GM	
DCCS	
Rec'd	13 MAR 2017
DEES	
MES	
HR	
TEDO	

7 March 2017

The General Manager
Mr Peter Veneris
Lockhart Shire Council
Green Street
Lockhart NSW 2656

Dear Mr Veneris

RE: Planned Observatory

The Rock Show society wishes to support the The Rock Progress Association's plans to construct an observatory at The Rock Showgrounds. This would be a great asset to The Rock Township.

Kind regards

Joy Schultz
Secretary, The Rock Show Society
0428 566 902

Secretary: Joy Schultz, P.O. Box 29, The Rock. N.S.W. 2655. — Telephone (069) 202187

4. RESIDENTIAL SUBDIVISION – CARSON ROAD, THE ROCK

(GM/L05-055)

Executive Summary

The purpose of this report is to seek a Council resolution authorising a Deed of Covenant to be executed under seal. The Deed of Covenant imposes a Restriction on Title of the lots in the Carson Road, The Rock residential estate prohibiting further subdivision.

Report

The contracts of sale for the lots in Council's residential subdivision at Carson Road, The Rock include a special condition that prohibits further subdivision of the land into smaller lots. However the special condition is not considered sufficient to ensure further subdivision does not occur. This is because there is nothing preventing the purchaser of the land from on selling the property in the future. Council would not be a party to the contract for any future sale and therefore cannot guarantee that a similar special condition will be incorporated into any future contract of sale.

The most appropriate way to prevent future subdivision of the land into smaller lots is to impose a Restriction on Use which is registered on the titles and runs with the titles irrespective of how many times the property is bought and sold in the future. A Deed of Covenant has been prepared by Council's solicitor for this purpose, a copy of which is attached.

The current status of the sale of the subject lots is set out below.

<u>Lot No.</u>	<u>Street Address</u>	<u>Contracts Exchanged</u>	<u>Settlement Due</u>
Lot 1	2 Carson Road, The Rock	6 March 2017	6 May 2017
Lot 2	4 Carson Road, The Rock	9 January 2017	9 July 2017
Lot 3	6 Carson Road, The Rock	7 February 2017	7 August 2017
Lot 4	8 Carson Road, The Rock		
Lot 5	10 Carson Road, The Rock	3 March 2017	3 September 2017

Lot 4 is the only Lot for which contracts have not been exchanged. A contract has been issued to the purchaser. The purchaser has received conditional finance approval but is awaiting unconditional approval before exchanging contracts.

With the exception of Lot 1, all contracts are due to settle in six months from the date of exchange which is sufficient time to ensure that the Deed of Covenant restricting further subdivision is registered on the title before the sale is completed.

In the case of Lot 1 the purchaser requested an earlier settlement. To ensure that the Deed of Covenant is registered prior to settlement it has been agreed that settlement will be in 60 days from the date of exchange, or within 14 days of the Deed of Covenant being registered, whichever is the earlier.

Integrated Planning and Reporting Reference

B3.4.1 – Provide strong strategic direction for economic development within the Shire.

Legislative Policy & Planning Implications

Failure to register the Deed of Covenant will make it difficult for Council to refuse an application to subdivide the lots, if an application is lodged in the future, as subdivision is otherwise permissible under the Council's Local Environmental Plan.

Budget & Financial Aspects

Not applicable.

Attachments

1. Deed of Covenant – Lots 1 to 5 DP1220989 Carson Road, The Rock.

Recommendation: That authority be granted for the Deed of Covenant relating to Lots 1 to 5 DP1220989 Carson Road, The Rock, as presented, to be executed under the seal of Council.

Notes:

Attachment 1. – Deed of Covenant - Lots 1 to 5 DP1220989 Carson Road, The Rock



DEED OF COVENANT

BY

LOCKHART SHIRE COUNCIL

IAN McLEOD & CO
SOLICITORS
78 GREEN STREET
LOCKHART NSW



DEED OF COVENANT MADE THIS DAY OF 2017

BY LOCKHART SHIRE COUNCIL of 65 Green Street Lockhart NSW 2656

WHEREAS The LOCKHART SHIRE COUNCIL is the registered proprietor of the Lands referred to in the SCHEDULE HERETO

AND WHEREAS ON THE DAY OF 2017

THE LOCKHART SHIRE COUNCIL resolved to create a Restriction on Use in respect of the lands referred to in the SCHEDULE HERETO NOW THIS DEED WITNESSETH AS FOLLOWS:-

1. That the Restriction on Use of the Lands referred to in the Schedule Hereto will be 'that no area reduction will be permitted of Lots 1 to 5 Inclusive in DP1220989.

AND

2. That the Lockhart Shire Council is the prescribed authority to receive the benefit of this Restriction as to Use of Lots 1 to 5 inclusive in DP1220989.

AND

3. That the Lockhart Shire Council and the Successors in title to Lots 1 to 5 inclusive in DP1220989 referred to in the Schedule Hereto will have the burden of the Restriction on Use.

AND

4. That the Lockhart Shire Council is the only Authority to have the right to vary or modify this Restriction on Use of the land referred to in the Schedule Hereto.

THE SCHEDULE HEREIN BEFORE REFERRED TO

Lots 1,2,3,4 & 5 DP1220989 situate in the Local Government area of Lockhart Shire Council Parish of Burke County of Mitchell and being whole of the lands in Certificates of Titles 1/1220989, 2/1220989, 3/1220989, 4/1220989 & 5/1220989.

EXECUTED AS A DEED

IN WITNESS WHEREOF the Lockhart Shire Council hereunto set their hands and seals the day and year first hereinbefore written.

Certified correct for the purposes of the Real Property Act 1900 by the company named below the common seal of which was affixed pursuant to the authority specified and in the presence of the authorised person(s) whose signature(s) appear(s) below.

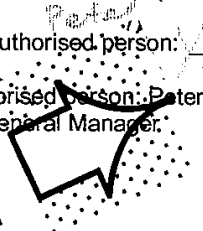
Company: Lockhart Shire Council

Authority: Local Government (General) Regulation 2005- Clause 400

Signature of authorised person: _____

Name of authorised person: Peter Veneris
Office held: General Manager

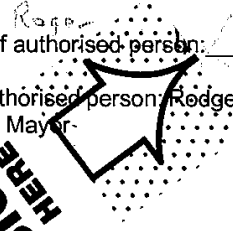
**SIGN
HERE**



Signature of authorised person: _____

Name of authorised person: Rodger James Schirmer
Office held: Mayor

**SIGN
HERE**



STRATEGIC DIRECTION C: An Environment that is Respected and Protected

5. BIOSECURITY AND ENVIRONMENTAL REPORT

(DEES/N10-025)

Executive Summary

Monthly report on biosecurity and environmental matters.

Report

Weeds

Property Inspections

The majority of inspections were carried out on residential properties, prompted by notification of a change of ownership.

The weeds most commonly found were Privet (*Ligustrum* sp.), Lippia (*Phyla canescens*), and Asparagus weeds (*Asparagus* sp.).

Other weeds found in lower frequency were Bathurst Burr (*Xanthium spinosum*), Horehound (*Marrubium vulgare*), Prickly Pear (*Opuntia* sp.), Blackberry (*Rubus fruticosus*), Galvanised Burr (*Sclerolaena birchii*), African Boxthorn (*Lycium ferocissimum*), and St Barnaby's Thistle (*Centaurea solstitialis*).

No. 1 st Inspections	No. Re-inspections required	No. 2 nd Inspections	No. Sect 18A's issued	No. 3 rd Inspections	No. Section 18's issued
40	6	0	0	0	0

Spray Program

Priority for spraying has been given to the control of St John's Wort (*Hypericum perforatum*), Silverleaf Nightshade (*Solanum elaeagnifolium*), Spiny Burr Grass (*Cenchrus* sp.), Coolatai Grass (*Hyparrhenia hirta*), and Feathertop Rhodes Grass (*Chloris virgata*) on roadsides within the Shire.

Other noxious weeds that have been controlled include Horehound (*Marrubium vulgare*), Bathurst Burr (*Xanthium spinosum*), Blackberry (*Rubus fruticosus*), St Barnaby's Thistle (*Centaurea solstitialis*) and Sweet Briar (*Rosa rubiginosa*).

Pests

Rabbits

Lockhart Shire Council received the information packs in preparation for the RHDV1 K5 virus release. Two sites within the Shire have been approved for release, including Galore Hill Scenic Reserve and The Esplanade at Pleasant Hills. Important dates include: 1-24 February rabbit spotlight counts; 25 February – 6 March pre-feed and virus release; 6 March virus release complete; 6 – 31 March dead rabbit collection and liver samples collected for analysis; 1 – 30 April rabbit spotlight counts.

Letters of notification have been forwarded to each adjoining property owner, as well as the NSW Police Force, providing information in regards to spotlighting and virus release occurring at these sites, in order to alleviate concern and avoid alarm.

Common White Snail

Regular inspections of Common White Snail (*Cermea virgata*) population density in Fairview Lane, Boree Creek are continuing.

Through correspondence with Riverina LLS staff, local land holders and Council staff, a new incursion of the Common White Snail has been discovered within the township of Lockhart. A sighting by a member of the general public at the GrainCorp storage bunker site in Osborne Street occurred during harvest. Council staff received notification of this sighting through Riverina LLS staff. Upon notification, immediate inspection of the laneway between Reid and Osborne Streets occurred. Large numbers of the Common White Snail shells were located within this lane, with no live snails being present. It is assumed that the large population present at this site have released vast numbers of eggs, with the potential to hatch once sufficient autumn rainfall provides adequate moisture. A colossal amount of organic matter is available within the lane, providing the snails with habitat and food source.

The discovery of these snails within the town limits presents many challenges for Council staff in the controlling of these pests. The product used by Council for snail baiting is environmentally friendly, and it is considered safe for pets, wildlife and waterways, yet warnings provided by the manufacturer state that dogs may find the product attractive, and if consumed in large quantities it may be toxic.

The most desirable method of control would be to burn the organic matter, reducing habitat and food source, and exterminating any eggs or snails present. This form of control would require precision and diligence, particularly in this residential area. Inspections will continue and potential control methods reassessed when autumn precipitation is received and burning restrictions are lifted.

Biosecurity Matters

Riverina Regional Strategic Weed Management Plan 2017-2022 Public Consultation

Riverina Local Lands Services provided a public information session regarding the draft Riverina Regional Strategic Weed Management Plan 2017 – 2022 at the Lockhart Ex-Servicemen's Club, on 17 February. This draft plan was on public exhibition until 8 March 2017. Riverina LLS accepted written submissions, and received comments made online.

The public information session was attended by Council staff, as well as two members of the local community. LLS staff discussed issues regarding the Biosecurity Act 2015, the Biosecurity Regulation 2016, and the Biosecurity Manual (which will now be called the Biosecurity Order). Biosecurity Act tools were also discussed, particularly the terminology of these tools, and the practicality of their use. LLS has proposed that training will be available for weeds officers in April 2017, including units that are available online, and face-to-face training. This training will also be available for the general public.

LLS are also developing factsheets that outline the General Biosecurity Duty (GBD) for each individual weed.

Environmental Matters

Essential Energy

Vegetation assessment was completed in regards to requests made by Essential Energy relating to their proposed electrical works that may impact on Lockhart Shire Council's roadside reserves. Through this process the conservation value of the worksite can be emphasized to Essential Energy; identification of unique or threatened species can be achieved; restrictions to site disturbance can be outlined ensuring the protection of local native flora and fauna, and reducing the potential introduction of weeds; Aboriginal cultural and heritage significance can be addressed; and protection of significant habitat sites can be achieved.

Integrated Planning and Reporting Reference

C1.4 – 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 Noxious Weeds Act 1993.

Budget and Financial Aspects

Will be conducted within Council's allocated budget. Funding shortfalls attributed by the State Government Commitment will be picked up by Council as part of its quarterly budget review.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

6. TRAVELLING STOCK IN THE LOCKHART SHIRE

(MES/R45-005)

Executive Summary

Concerns have been raised regarding the presence and movement of travelling stock in the Shire, and Council's consideration of potential impacts is sought.

Report

For almost two centuries, travelling stock routes and reserves have been utilised by NSW graziers as an additional food source for stock during times of flood and drought. It is a long-standing tradition and historically significant pastime, today's society is arguably far less tolerant of the roadside grazing practice, and it is a far riskier exercise.

When first introduced passengers travelled by horse and cart, navigating herds of stock on roadsides and generally respecting and accepting the practice. Today, however, drivers are far less inclined to slow down. Vehicles are designed to cruise easily in excess of the 100 km/h speed limit, and there is little to no respect for stock behaviour around vehicles and open roads. Recently, there have been several incidents involving vehicles colliding with stock, either as a result of speeding, poor judgement of animal behaviour, or roaming stock after hours (after dark) as a result of poor containment.

Equally as frustrating is the damage caused to roadside vegetation, of which Council has contributed significant amounts of local and state funding towards establishment and regeneration. Specifically, funding sourced by Council staff has enabled over 100 kilometres of roadside verge to be directly sown with native seed in the Lockhart Shire in the last 5 years alone, with support from the Catchment Management Authority (CMA). However, with the transition from CMA to Local Land Services, it is essentially the same governing authority who funded environmental projects that are now permitting stock to travel and graze out these areas – causing devastating damage to roadside vegetation.

With the introduction of the Biosecurity Act 2015, local control authorities have an even more pronounced obligation to manage and control biosecurity threats that enter the region. Stock travelling through the Shire in February 2017 have reportedly travelled from the NSW South Coast, which is under threat from a range of weed species not known to be present in the Riverina. Even stock travelling between shires presents enough of a biosecurity threat, with significant weed species such as spiny burrgrass and Chilean needle grass known to be present on major travelling stock routes.

While these, and many other issues, have been raised previously with LLS, Council staff believe that the community and region would benefit from greater monitoring and enforcement of travelling stock through the Shire, and discuss the potential for reviewing the practice of travelling stock in the eastern Riverina in the long term.

Integrated Planning and Reporting Reference

C1.3 - Support the protection of endangered and threatened plant and animal species.

Legislative Policy & Planning Implications

The Local Land Services Act 2013 regulates travelling stock in NSW, to which Local Land Services is the regulatory authority.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted, and Council staff write to the Chair of Local Land Services – Riverina, detailing the concerns raised in this report and the need for improved management of travelling stock in the Lockhart Shire.

Notes:

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

7. ENGINEERING REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering matters.

Background Information

- (a) *Works Report:* Construction projects are progressing with the hot and dry summer greatly assisting construction works. Western Road widening and Osborne Yerong Creek Road widening are progressing well, with works nearing completion.

The Urana Lockhart Road Causeways Upgrade project is well underway and will continue to involve traffic delays as new culverts are being installed over the next month. This will be followed by new pavement construction for 700m over the new culverts. It should be noted that the culverts are designed to take low to moderate creek flows. Any large creek will still over top the road however should be a minimal depth that will not cause a road closure.

Grubben Road Upgrade involves reconstructing and sealing 12km of rural road. It is progressing well with 5km sealed and earthworks and gravelling well advanced on the remainder of the road. This project is not scheduled to be completed till mid-April 2017.

Resealing programme for 2016/17 has commenced and is likely to continue into April 2017. Some delays to traffic are expected whilst the sealing contractor undertakes this work.

At present all three grader crews are undertaking construction projects.

As previously reported there is some significant damage to some of Council's sealed and unsealed road network from the 2016 wet winter/spring. A contractor has completed all scheduled heavy patching. Another contractor will be undertaking the last of the unsealed road restoration works over the next 1-2 months.

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

The concrete crew is continuing with undertaking construction of drainage structures for the year being new works or maintenance of footpaths as well as kerb and gutter.

The only major PAMPS project this year is the sealing/completion of the path from The Rock to The Rock Hill Nature Reserve. This work has now been re-scheduled till after Christmas - New Year period.

- (b) *Flood Mitigation:* Refer to Major Projects update.
- (c) *Road Safety Officer:* Nil to report.
- (d) *Traffic Committee:* Traffic committee will be shortly assessing safety and warning signage for the newly sealed Grubben Road, as well as reported trouble spots on the intersection of Tinamba and Wattles Lanes and Yerong Creek Mangoplah Road near WWCC boundary.
- (e) *Lockhart Local Emergency Management Committee:* An LEMC meeting was held on 16 February 2017. Nil issues to report.
- (f) *Fleet:* The new emulsion tank and Jetpatcher are both expected to be delivered late March 2017.

Legislative Policy and Planning Implications

Nil.

Integrated Planning and Reporting Reference

D3.1 – Develop infrastructure for our community.

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

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

Recommendation: That the information be noted.

Notes:

8. MAJOR PROJECTS UPDATE

(DEES/T10-005)

Executive Summary

Update on Council's current major projects.

Report

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

- a) *Swimming Pools Upgrade:* The architectural and structural drawings of The Rock and Lockhart Swimming pool buildings have nearly been completed. The application for the Building Better Regions Fund grant has been completed and submitted.
- b) *The Rock Sewer Extension:* The draft Survey and design works have been completed and staff are currently checking over the documents.
- c) *The Rock STP Tertiary Ponds Upgrade:* Construction has commenced on the ponds upgrade. Works are expected to be completed by the end of April 2017.
- d) *Demolition of Voluntary Purchase Properties:* *Properties:* Demolition of the first of the second round of homes at Lockhart has been completed. First of the second round of homes at The Rock has been purchased by Council with contracts exchanged. Demolition work is expected to start in early May.
- e) *Flood Mitigation Construction:* It is expected that staff will call for tenders for the construction works mid-year for Lockhart. There is some administration works required regarding easements and Aboriginal Land Claim on the Commons that need to be completed before construction works can commence. Consultants have been commissioned to undertake the necessary environmental assessments. The Rock Streven Street drainage works remains on reserve list for funding from OEH.
- f) *Toilet/Shower Upgrade at The Rock Rec Ground:* Work on the upgrade has been completed.

Integrated Planning and Reporting Reference

D – Infrastructure for the long-term needs of the community.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

- (i) Pools – design/scoping estimated \$30,000 for 2016/17
- (ii) The Rock Sewer Extension – survey and design \$80,000
- (iii) The Rock STP Tertiary Ponds – construction estimated \$250,000
- (iv) VP Demolition – Round 2 – demolition cost \$55,000
- (v) Flood Mitigation Construction – funding received for Lockhart is \$327,000 over two years. Budget \$577,000 for 2016/17 for both projects.
- (vi) Toilet/showers The Rock Rec Ground – budget estimate \$26,000, with preferred option cost of \$35,200.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

9. PARKS AND GARDENS REPORT

(DEES/P10-005)

Executive Summary

Monthly report on parks and gardens.

Report

Pools

Both pools are now closed for the season; parks crews will resume maintenance of the grounds. It's been a long hot summer and this year's attendance figures are expected to reflect that, official figures will be available shortly.

Burkes Street, The Rock

The southern nature strip of Burkes Street had a footpath installed last year linking Emily Street and Ford Street. Due to high pedestrian traffic to the school, post office and churches and a particularly bad patch of khaki weed all vegetation between the new footpath and kerb has been removed and granite installed. Sections will also be boxed out for the planting of trees.

Green St, Lockhart

Work will begin shortly on the section of nature strip from The Rio to the walk bridge; lawn will be removed between the footpath and kerb and replaced with granite and mulch. The mulch section will include the planting of ground covers and low shrubs to tie it in with the Museum side of the street and highlight. Steps will also be constructed to highlight the location of the Lovelocks arch and garden. Crepe Myrtles will be replaced where necessary and it is hoped the mulch will assist their establishment as it has on the opposite side of the street.

Walter Day Park

Landscaping of the new public toilet site will also commence shortly; consisting of a permanent site for 'At the Dance', gravel paths to it and 'Nine Martyrs' and the extension/refurbishment of garden beds.

Trees

Annual pruning of street trees will commence shortly. Some replacement planting is also planned.

Parks and Gardens

The Shire's roses have received a summer prune and fertilising to encourage autumn blooms.

Hand watering regimes have been stepped up recently to cope with the prolonged hot, dry spell.

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

Irrigation systems are being checked and maintained regularly. Irrigation contractors have been employed to assist with some issues at Walter Day Park and the Cemetery. They are also quoting on the extension of the irrigation system at Hodgson Park.

Mowing and Slashing

Slashing of Lockhart Showground, urban streets and entrances was carried out in Lockhart prior to the Vintage Truck and Antique Fair. The Rock and Yerong Creek urban slashing has also been completed. Once the temperatures start to drop and fire danger reduces slashing of villages, airstrip and Osborne Recreation Ground will be conducted. Mowing and edging of most irrigated areas is being conducted fortnightly, some areas however, including Lockhart Recreation Ground and the Urana Street Islands at The Rock are being mowed weekly.

Weed Control

Regular weed control is being conducted on Council property including hand spraying and weeding of gardens. Hand weeding has been necessary in many areas due to vigorous growth. Khaki weed and cathead are in season, known problem areas will be monitored throughout the warmer months.

General Maintenance

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

Integrated Planning and Reporting Reference

D1 – Infrastructure that facilitates an active community.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

10. DEVELOPMENT APPLICATIONS

(MES/P25-010)

The following development applications were approved, with conditions, from 28 January 2017 to 28 February 2017.

DA No	Development	Applicant/Owner	Site of Development
4/16	Modification of existing DA	John Thompson	183 Humphreys Lane, The Rock
23/17	Demolition of Dwelling	Lockhart Shire Council	34 Day St, The Rock
23/17	Demolition of Dwelling	Lockhart Shire Council	164 Green St, Lockhart
24/17	Relocation/Erection of Steel Shed	Lockhart Shire Council	Day St, Lockhart Lockhart Recreation Ground
26/17	New Colorbond Shed	Mr KJ & Mrs DJ Petterson	17 Hebden St, Lockhart

Integrated Planning & Reporting Reference

D3.2 – Land use that supports the development of our community.

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Nil.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

11. REQUEST FOR FINANCIAL ASSISTANCE – OSBORNE RECREATION GROUND COMMITTEE

(GM/D30-005)

Executive Summary

The Osborne Recreation Ground Committee has been successful in securing a NSW Government Grant of \$28,000 towards the erection of player changeover benches, coaches' shelters, media platform and a storage shed. The Committee is requesting financial assistance from Council in the amount of \$8,000 to help satisfy the conditions of the grant requiring a matching contribution. The total cost of the project is \$57,981.

Report

The Osborne Recreation Ground Committee applied for a grant towards the erection of player changeover benches, coaches' shelters, media platform and a storage shed through the NSW Government's 2016 Community Building Partnership Program. The Committee made the application believing that, as a not-for-profit organisation, it could satisfy the conditions of the grant by making an in-kind contribution of approximately \$8,800 in labour costs.

However the Osborne Recreation Ground Committee is a committee of Council appointed under Section 355 of the Local Government Act. Therefore, for all intents and purposes, the grant is being made to a local government authority which means that a matching dollar for dollar contribution of \$28,000 is required to satisfy the grant conditions. The Committee has received a commitment from the Osborne Football Club for a cash contribution of \$21,891. This leaves a shortfall of \$8,000 which is being sought from Council.

Under the grant programme's guidelines voluntary labour and donated materials are allowed as part of a not-for-profit organisation's contribution to the cost of a project. However matching cash contributions are required for local council applications.

Section 356 of the Local Government Act provides that *"A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions."*

Council's 2016/17 Budget includes an allocation of \$48,600 for financial assistance granted pursuant to Section 356 of the Act. As at 6 March 2017 an amount of \$28,488 has been spent from this allocation leaving a balance of approximately \$20,000 from which the Osborne Recreation Ground Committee's request could be funded.

It is noted that in February 2014 Council provided a grant of \$10,000 and an interest free loan of \$40,000 to the Osborne Recreation Ground Committee towards the stage 3 extensions to its pavilion. The loan is repayable in four annual instalments of \$10,000. Repayments are up to date with the first three instalments having been paid.

Granting the Committee's request for a contribution of \$8,000 from Council will help leverage cash contributions of \$28,000 from the NSW Government and \$21,891 from the Osborne Football Club and enable this project to be completed.

The deadline for accepting the grant offer is 30 April 2017.

Integrated Planning and Reporting Reference

D1.2.1.d - Improve the standard of sport and recreation facilities throughout the Shire.

Legislative Policy and Planning Implications

Granting financial assistance to the Osborne Recreation Ground Committee is permissible pursuant to Section 356 of the Local Government Act.

Budget and Financial Aspects

There are sufficient funds within Council's 2016/17 Budget allocation of \$48,600, for financial assistance granted pursuant to Section 356 of the Local Government Act, to accede to this request.

Attachments

1. Osborne Recreation Ground Committee – request for financial assistance – 21/02/17
2. Premier of NSW - confirmation of successful grant application
3. Osborne Football Club – confirmation of commitment to contribute \$21,891 – 13/02/17
4. Plans of player changeover benches, coaches' shelters, media platform and storage shed.

Recommendation: That Council:

- a) Contribute \$8,000 towards the erection of player changeover benches, coaches' shelters, media platform and a storage shed at the Osborne Recreation Ground; and
- b) Request the Osborne Recreation Ground Committee, in view of its status as a Section 355 Committee, to inform Council when it is considering applying for government grants in future.

Notes:

Attachment 1. – Osborne Recreation Ground Committee – request for financial assistance – 21/0217



Osborne Recreation Ground Committee

(A Committee of Lockhart Shire Council)

Peter Veneris
General Manager
Lockhart Shire Council
Green Street
Lockhart NSW 2656

File No:	File No:	D30-005
Log:	Log:	21651
		INFO REPLY REPORT
GM	GM	
DCCS	DCCS	
Rec'd	Rec'd	- 3 MAR 2017
DEES	DEES	
MES	MES	
HR	HR	
TEDO	TEDO	

21st February 2017

Dear Peter,

In July 2016 the Osborne Recreation Ground Committee applied for, and was successful in obtaining a grant in the NSW State Government's 2016 Community Building Partnership Program.

Our project involves the erection of home and away player changeover benches, coaches boxes, media platform, and a storage shed which will enable us to securely store our ground maintenance equipment.

During the application process, as is permitted as a non-profit organization, it was estimated that we could contribute \$8806.00 as in kind labour costs, with the total cost of the project being \$57,981.00

In December 2016, we received notification that we were successful in receiving \$28,000 in grant funding for our project. We recently received notification that as we are identified as a Section 355 Committee of Lockhart Shire Council we are required to provide ½ of the project total as cash – thus rendering our in-kind labour component ineligible.

At this time we have secured a pledge of \$21,981 from the Osborne Football Club. Coupled with our grant funding we have a total of \$49,981 for our project.

We respectfully request that the Lockhart Shire Council consider a request from the Osborne Recreation Ground Management Committee for a donation of \$8000 to help us complete our project.

The Osborne Community prides itself on our facilities, and dedicated volunteer base that has successfully completed many large and small scale developments at our ground – largely through our own sourcing of funds. We have the proven capabilities to complete this latest project, and with the Lockhart Shire Council's support we will be able to do so without delay.

Thank you for your time in considering this matter. We look forward to your response.

Jason Webster

President

Osborne Recreation Ground Management Committee

Attachment 2. - Premier of NSW - confirmation of successful grant application



Mr Jason Webster
President
Lockhart Shire Council
Osborne-Yerong Creek Road
Osborne NSW 2656
Australia

Dear Mr Webster

Thank you for taking the time to apply for funding under the NSW Government's 2016 Community Building Partnership (CBP) Program.

It is my pleasure to advise you that your organisation has been successful in its application.

The NSW Government is committed to creating more vibrant and inclusive communities right around our state. Your organisation's application has been successful because you have demonstrated that your project can deliver important social, environmental or recreational benefits for your local community.

Please find attached instructions on how to claim the approved funding of \$28,000 for your project: **CBP16 - 2300 Player Changeover and Coaches Shelters, Video Platform and Storage Shed**

On behalf of the NSW Government, I offer my congratulations and wish you every success in the delivery of your project.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Mike Baird'. The signature is stylized and fluid.

MIKE BAIRD MP
Premier

Attachment 3. - Osborne Football Club – confirmation of commitment to contribute \$21,891 – 13/02/17



Osborne Football Club
osbornesecretary@gmail.com
13.2.17

The Secretary
Osborne Recreation Ground Committee.
Ms. Michelle Gleeson

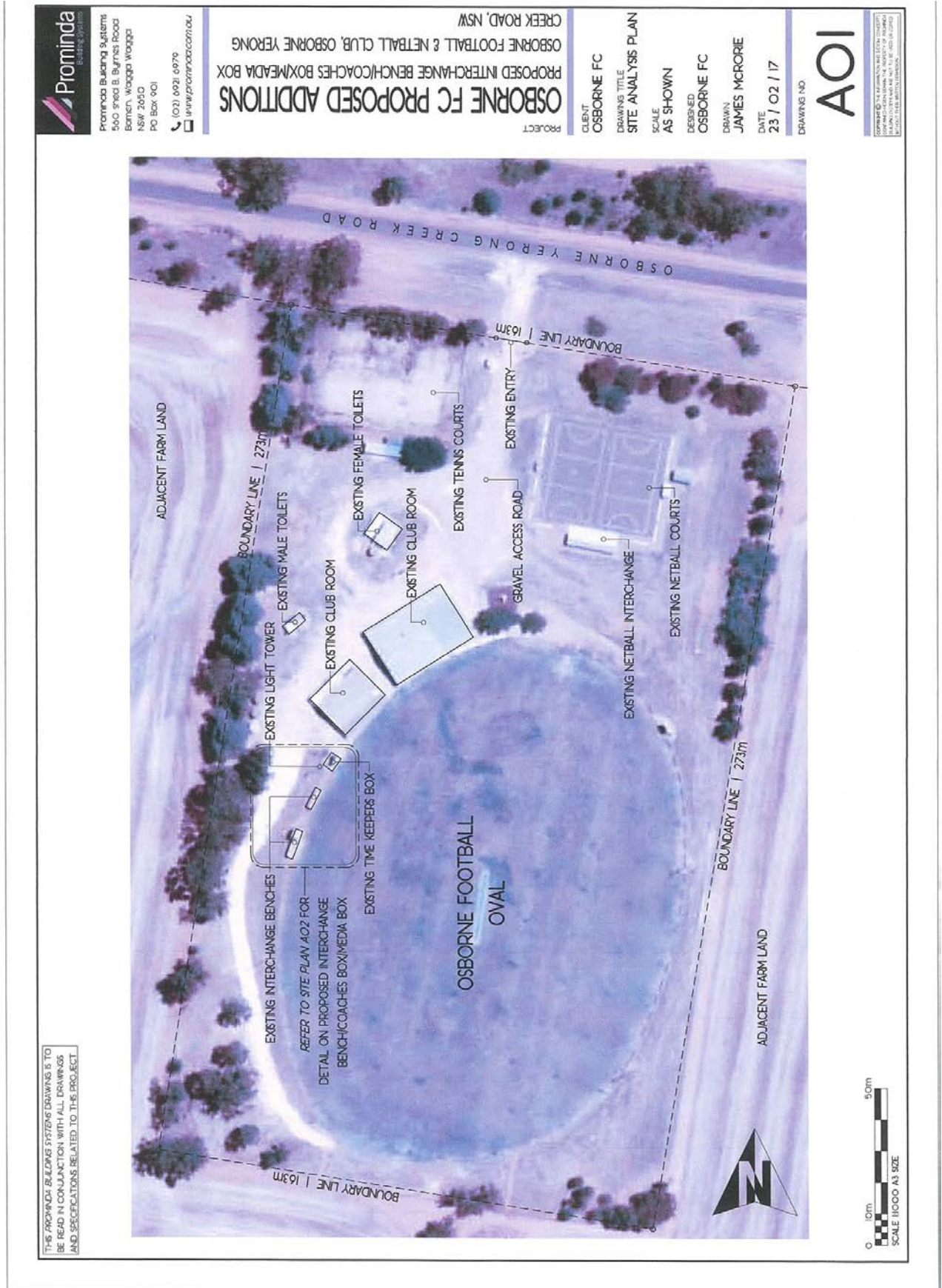
Dear Michelle,

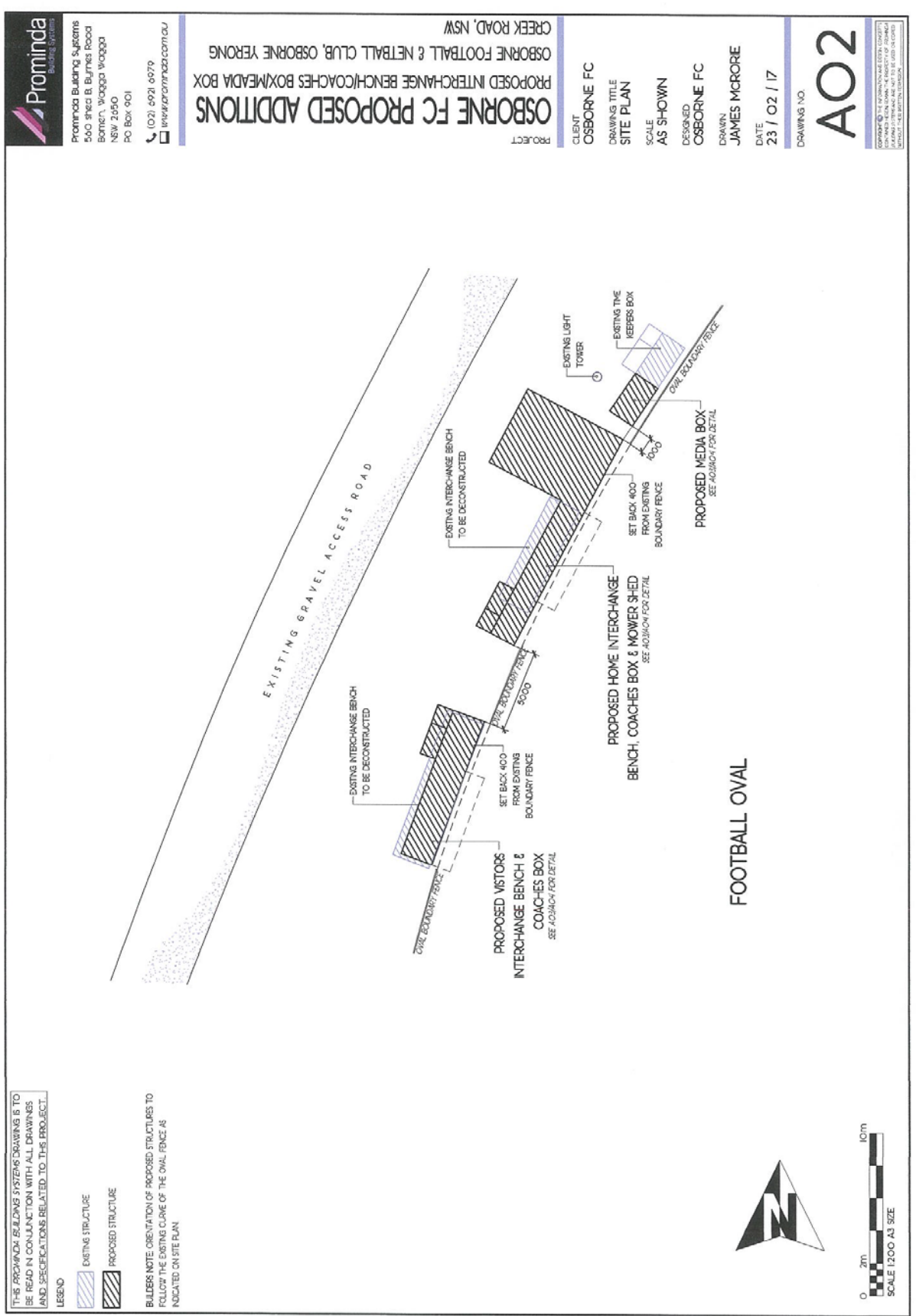
I am writing to you to confirm the commitment of the Osborne Football Club towards the construction of new interchange sheds at the Osborne Recreation Ground.
The interchange sheds will be utilized by the Football Club, and with this in mind, we would like to commit a sum of \$21,981.00 towards the project.

Please contact me if you would like any more information.

Yours Brent Alexander
(hon secretary)

Attachment 4. - Plans of player changeover benches, coaches' shelters, media platform and storage shed





Prominda
 Building Systems

Prominda Building Systems
 500 Area B, Burnes Road
 Berrin, Wagga Wagga
 NSW 2690
 PO BOX 901

(02) 6921 6979
 info@prominda.com.au

OSBORNE FC PROPOSED ADDITIONS

PROPOSED INTERCHANGE BENCH/COACHES BOX/MEDIA BOX

OSBORNE FOOTBALL & NETBALL CLUB, OSBORNE YERONG CREEK ROAD, NSW

PROJECT

CLIENT
 OSBORNE FC

DRAWING TITLE
 SITE PLAN

SCALE
 AS SHOWN

DESIGNED
 OSBORNE FC

DRAWN
 JAMES MCRORE

DATE
 23 / 02 / 17

DRAWING NO.
A02

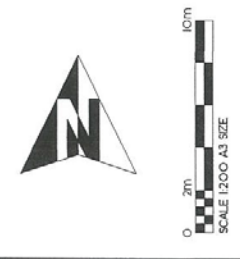
THIS ARCHITECTURAL SYSTEMS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL DRAWINGS AND SPECIFICATIONS RELATED TO THIS PROJECT.

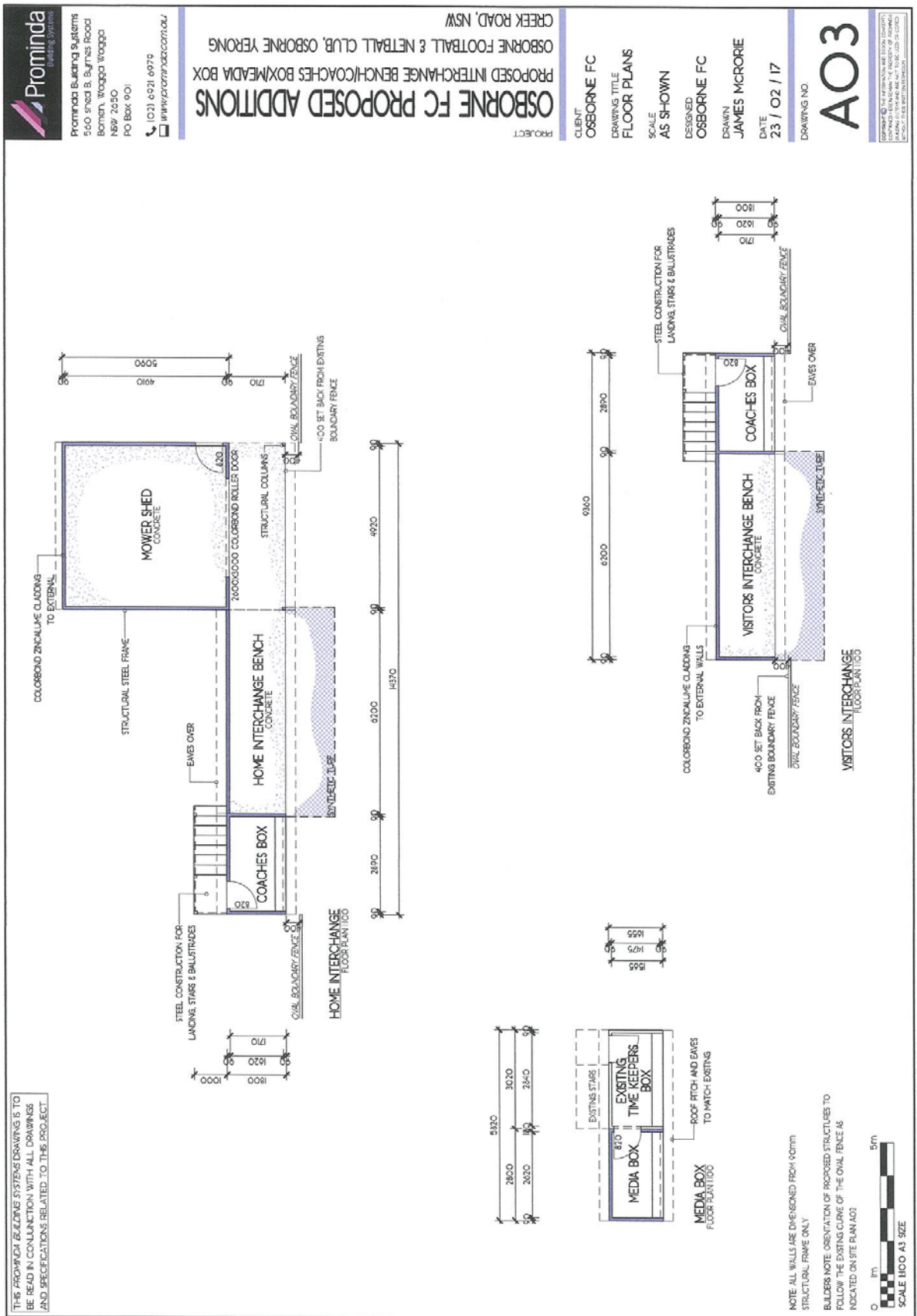
LEGEND

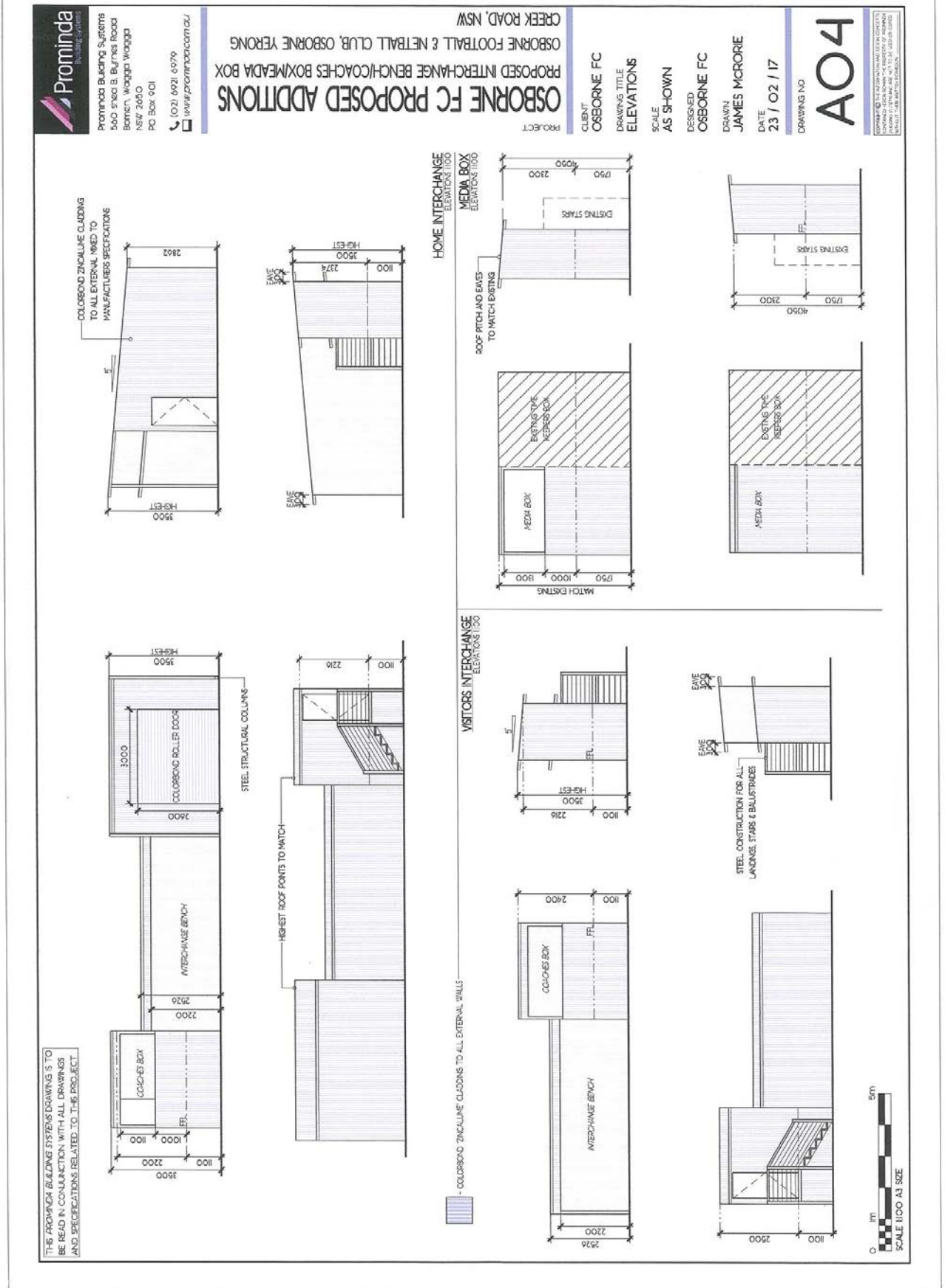
EXISTING STRUCTURE

PROPOSED STRUCTURE

BUILDERS NOTE: ORIENTATION OF PROPOSED STRUCTURES TO FOLLOW THE EXISTING CLINE OF THE OVAL FENCE AS INDICATED ON SITE PLAN.







12. DRAFT POLICY – AWNINGS, VERANDAHS AND BALCONIES OVER FOOTWAYS(DEES/C70-025)

Executive Summary

Council proposes a draft policy for the construction, management and maintenance requirements and responsibilities in relation to awnings, verandahs and balconies constructed over Council public roads, including footways.

Report

Council proposes a draft policy for the construction, management and maintenance requirements and responsibilities in relation to awnings, verandahs and balconies constructed over Council public roads, including footways. A copy of the draft policy is attached.

There has been considerable literature and quite a few Council policies regarding safety of awnings over public lands following a fatal accident at Bathurst in 1998. One thing that is consistent, is that as awnings are part of the buildings to which they are attached, they are therefore the responsibility of the owner of the building, even when the awning is located over a public footpath. The Roads Act (1993) clarifies in s 142(1) the responsibility for awnings over roads (including footpaths) by requiring that a person having the right to control the structure must maintain it in a satisfactory state of repair.

Policies from Wagga Wagga, Great Lakes, Deniliquin, and Canada Bay Councils, which were of the same nature and context, were researched in the development of this draft.

Council has sought advice from its insurer broker JLT and it has provided the following clarification:

“Who is responsible for the particular asset (i.e. awning, veranda) and what coverage is held against material loss or damage. A vast majority of Australian Insurers ‘loosely’ define their Policy coverage as follows:

- *The Freehold Property Owner, or sometimes in the case of a Commercial Lease – the Tenant may ‘assume’ responsibility for the property if that Lease says that the Tenant is bound by that condition (though this is rare, it is generally the Property Owner (Freehold) in most cases. Council has no insurable interest in the property.)*
- *Any temporary or permanent structure that forms part of a building – which is located at the situation address will normally be defined as ‘the building.’ Irrespective of any building being located on or over say an easement, this specific part of the structure still falls within the Policy definition – and therefore covered by the named Insured, and a Policy should respond.*
- *Property Owners should as a bare minimum at least carry a material loss or damage (otherwise known as Fire & Extraneous Perils) cover on their premises (and if a mortgage exists – this is a mandatory legally enforceable requirement by the Mortgagor).*
- *The second and more pressing aspect of a commercial insurance policy is the need for a Property Owner to hold and maintain a Public Liability Policy. This indemnifies the general public or any other third party against property damage and/or personal injury that the Property Owner may be considered negligent or liable for. This is extremely relevant with regard to any structure overhanging a public thoroughfare – and where negligence may exist – the general public and other authorities are afforded protection for claims brought against the Property Owner.*

Important Point: *Premeditated or known circumstances are usually excluded by Public Liability Policies.”*

Council's Insurance Broker made enquiries with underwriting managers of major Australian insurers which revealed that even where a veranda is one continuous structure extending beyond an individual shopfront, this is not an impediment to obtaining insurance.

The Deputy State Coroner, following a coronial inquest into a fatal accident involving the collapse of an awning, made a number of recommendations which are contained in Planning Circular BS 13-001 dated 8 March 2013, a copy of which is also attached. The Circular confirms that awnings are part of the buildings to which they are attached and are the responsibility of the owner of the building, even when an awning is located over a public footpath. The Circular also recommends that councils implement a program to raise awareness of the need to monitor the safety of awnings as they age, both in their own organisations and with the owners of buildings in their areas with awnings over public lands. As such Council is proposing to:

- i. Introduce and maintain an awning register;
- ii. Remind property owners of their responsibilities via written notification on a five (5) year basis; and
- iii. Recommend property owners arrange inspection undertaken by a suitably qualified structural engineer to certify the structure is structurally adequate and in good repair, particularly if the awning is more than 10 years old.

The above requirements are consistent with the advice contained in Planning Circular BS 13-001 dated 8 March 2013.

Council's insurer notes the following regarding Council's commitment in managing this process:

"Council would have an incredibly inordinate amount of difficulty in planning and preparing a compliance process of firstly seeking, obtaining and recording Policy confirmation (specifically Property Owner - Public Liability coverage) relating to verandahs, but this type of regulatory control isn't extraordinary – just a proactive Public Authority making absolutely certain that their community has protection mechanisms in place."

Council's insurer has offered in collaboration with Statewide Risk Managers to hold a public consultation and/or forum opportunity to the Property Owners of Lockhart (in particular) and support a community awareness platform in order to assist Council forward-manage this initiative.

In addition, in recognising the importance of the verandahs to Lockhart Shire's heritage and tourism, Council is currently exploring a potential Heritage Strategy and grant opportunities where in the future it could have a program to assist property owners with the maintenance and up keep of the verandahs. This will be subject to another report to Council in due course.

Integrated Planning and Reporting Reference

D4.2 - Advocate for the protection our historic buildings and landmarks

Legislative Policy and Planning Implications

- Roads Act (1993)
- Environmental Planning & Assessment Act (1979)
- Local Government Act (1993).

Budget and Financial Aspects

- The maintenance and insurance of awnings and verandahs is the responsibility of the property owner.
- Council may in the future opt to provide grant assistance to property owners to refurbish and/or maintain verandahs in heritage areas within the Shire.

Attachments

1. Draft Policy – Awnings, Verandahs and Balconies Over Footways.
2. NSW Planning Circular BS 13-001 entitled "Safety of Awnings Over Public Lands", dated 8 March 2013 and Practice Note 18 "Inspection and Assessment of Existing Tied Awnings", July 2008.

Recommendation: That Council:

- a) Endorses the draft “Awnings, Verandahs and Balconies Over Footways” policy, and
- b) Places it on public exhibition for 28 days and bring a further report back to Council.

Notes:

Attachment 1. – Draft Policy – Awnings, Verandahs and Balconies Over Footways

2.48 DRAFT AWNINGS, VERANDAHS & BALCONIES OVER FOOTWAYS

POLICY TITLE: DRAFT AWNINGS, VERANDAHS & BALCONIES OVER FOOTWAYS

FILE REF: C70-025

EXPIRY DATE: Within 12 months of an ordinary Council election

INTRODUCTION

This policy details the construction, management and maintenance requirements and responsibilities in relation to awnings, verandahs and balconies constructed over Council public roads, including footways.

OBJECTIVES

- To ensure heritage value and the character of the streetscape is preserved.
- To ensure that such structures are safe with regard to pedestrian and vehicle movements (refer to standards and codes).
- That such structures constructed within Council's road reserve are done so with the approval of Council under Section 138 of the Roads Act 1993.
- To confirm the responsibility of property owners to maintain the safety, ongoing structural integrity and insurance of privately constructed awnings, verandahs and balconies over Council land.
- To encourage the erection of awnings, verandahs and balconies, to the extent that they are appropriate in the circumstances of each case.
- Raise awareness of the need for owners to regularly monitor the safety of their awnings.
- Promote an increased level of protection of public health and safety by reducing the risk of harm, injury or death which may result from the failure of an awning overhanging the Council's footways.

SCOPE

This policy is to be applied to all awnings, verandahs and balconies constructed over public road and footways for which Council is the roads authority.

REQUIREMENTS

Construction

Obligations to Applicable Road Authority

Control of public roads (including footways) is divided between Council and Roads and Maritime Services.

Prior to lodging any Development Application or Construction Certificate that includes a projection over Council public road or footway, the applicant needs to obtain advice regarding obligations to the applicable roads authority. In this respect the prospective applicant should contact Council's Engineering and Environmental Services division.

Legislation

Construction of awnings, verandahs and balconies in association with commercial buildings; buildings that are listed or proposed heritage items; or buildings located in heritage conservation areas require approval under the following legislation:

- Approval under Section 138 of the [Roads Act 1993](#) (Roads Act);
- Development consent under the [Environmental Planning & Assessment Act 1979](#) (EPA Act);
- [Local Government Act 1993](#) (LG Act); and
- NSW Planning Circular BS 13-001 entitled "[Safety of Awnings Over Public Lands](#)", dated 8 March 2013 and Practice Note 18 *Inspection and Assessment of Existing Tied Awnings*, July 2008.

2.48 DRAFT Awnings, Verandahs & Balconies Over Footways

Approval Requirements

Approvals required for an awning may include a:

- Consent for the purposes of complying with s138 of the Roads Act;
- Development consent under the EPA Act for the erection or future, continued use of an awning where required by the applicable planning controls; and
- Building certificate under the EPA Act for existing awnings for which there is no record of a development consent for the erection of the awning.

An application for a new awning is to comply with:

- Australian Standard 1170.0 – Structural Design Actions – General Principles
- Australian Standard 1170.1 – Structural Design Actions – Permanent, Imposed and Other Actions
- Australian Standard 1170.2 – Structural Design Actions – Wind Actions
- Building Code of Australia

An application is also to comply with this Policy.

Management

Legislation

Section 142 of the Roads Act 1993 specifies that any person who has a right to the control, use or benefit of an awning, balcony or verandah over Council public roads, including footways, has an obligation to maintain the structure in a satisfactory state of repair.

Requirements

Council confirms the following:

1. The property owner is responsible to ensure the maintenance, safety and ongoing structural integrity and insurance of awnings, verandahs and balconies constructed over footways.
2. In the interests of public safety, it is recommended that the property owner arrange that an inspection be undertaken by a suitably qualified structural engineer to certify that the structure is structurally adequate and in good repair. It is recommended that this be undertaken at least once every 5 years.

If any resulting replacement/alterations or maintenance works are required, Council approval may be necessary prior to commencement of any works (refer below).
3. Property owners are required to hold Public Liability Insurance (minimum \$20 million) over the awning, verandah or balcony and note Council's interests on the policy.
4. Council may request the property owner to provide proof of Public Liability Insurance and/or structural certification at any time and random checks will be undertaken as resources permit.
5. Council will maintain an awning register.
6. Council will remind property owners of their responsibilities via written notification on a five (5) year basis.

Replacement/Alteration

Depending on the scope of works, replacements, alterations or additions to existing structures will require a development application to be submitted to Council.

Maintenance

With regard to maintenance of the structure, the property owner is required to comply with the following:

1. Within 21 days of identifying any required maintenance, the property owner must seek approval from Council's Engineering & Environmental Services department prior to commencement of any works.
2. Depending on the scope of works and impact on pedestrian safety and movement, Council's Engineering & Environmental Services department may require the property owner to lodge an application to undertake the works under s138 of the Roads Act 1993.

2.48 DRAFT Awnings, Verandahs & Balconies Over Footways

3. If, at any time, the structure is deemed unsafe, the property owner must contact Council's Engineering & Environmental Services department within 24 hours of identification to obtain approval to barricade the structure and footway to ensure public safety. Application under s138 of the Roads Act 1993 will be required where deemed necessary by Council.
4. All maintenance and/or rectification works must be undertaken within a timeframe that is specified by Council.
5. All costs associated with rectification works, including any adjustments or rectification works resulting in damage to Council land or assets, or any other public utilities, will be borne by the property owner.
6. Where the maintenance/rectification works are not undertaken in a manner and within a timeframe acceptable to Council or if Council becomes aware of a defective awning, verandah or balcony, Council will take appropriate action to have the structure rectified under relevant sections of the Local Government Act 1993.

POLICY ADMINISTRATION

The administration of this policy is the responsibility of Council's Engineering & Environmental Services department.

Confirmed by Council – **DATE**
Refer Minute No. **NUMBER**

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

Attachment 2. - NSW Planning Circular BS 13-001 entitled “Safety of Awnings Over Public Lands”, dated 8 March 2013 and Practice Note 18 “Inspection and Assessment of Existing Tied Awnings”, July 2008



Planning &
Infrastructure

PLANNING circular

BUILDING SYSTEM

Building regulation advisory note

Circular	BS 13-001
Issued	8 March 2013
Related	DLG 99/33

Safety of awnings over public lands

The purpose of this circular is to raise awareness of the recurring potential safety issues related to awnings over public lands (e.g. footpaths) and to seek councils' cooperation in taking action to communicate and follow up with building owners to minimise future risks of collapse.

This circular is issued following consultation with the Division of Local Government of the Department of Premier and Cabinet.

Introduction

This circular is issued in response to recommendations of the Deputy State Coroner following a coronial inquest into a fatal accident at Balgowlah involving the collapse of an awning. The Deputy State Coroner made recommendations to address the issue of awning safety over public lands.

Coroner's report and awning safety programs

The Deputy Coroner noted in his report that there had been 17 reported incidents of awning collapses at various locations throughout NSW since a fatal accident resulting from an awning collapse at Bathurst in 1998.

The Deputy Coroner's report also raised three specific issues:

- council's powers regarding public safety
- council's powers under the Roads Act, and
- the nature of approvals required for awnings.

These issues are addressed later in this circular.

Following the Coroner's recommendations regarding the Bathurst fatality, circular DLG 99/33 was issued by the then Department of Local Government, to encourage all councils to have awnings in their areas inspected to determine their structural soundness, in the interests of public safety.

Since then, a number of councils have instituted individual awning safety programs. However, a higher level of implementation of such programs is needed to address the issue state wide.

Safety of awnings

Awnings are part of the buildings to which they are attached and are the responsibility of the owner of the building, even when an awning is located over a public footpath.

The Roads Act 1993 clarifies in s.142(1) the responsibility for awnings over roads (including footpaths) by requiring that a person having a right to control the structure must maintain it in a satisfactory state of repair.

To increase the level of consistency in the safety of awnings across the state, councils are requested to implement a program to raise awareness of the need to monitor the safety of awnings as they age, both in their own organisations and with the owners of buildings in their areas with awnings over public lands.

Components of a program to raise awareness of the safety of awnings would include:

- identifying owners of buildings with awnings over public lands (including councils)
- notifying owners of their responsibility to keep awnings in good order in all conditions, including during storms
- advising owners to seek legal advice about liability for failure or collapse of their awning
- advising owners that awnings more than 10 years old are more susceptible to failure and should be inspected by a professional engineer for structural adequacy. The attached Practice Note 18 'Inspection and Assessment of Existing Tied Awnings', issued in July 2008 by the Association of Consulting Structural Engineers of NSW could be used to provide details to owners of the processes for the determination of awning safety.

Department of Planning & Infrastructure – Building Circular BS 13-001

- request owners to provide details of any inspections and works to council.

Councils' powers regarding public safety

Legislation provides councils with powers to carry out inspections of, or require repairs to, defective structures by the issue of orders in the following circumstances:

- *Environmental Planning and Assessment Act 1979*; section 121B, Order No 2 or 4, when a "building is or is likely to become a danger to the public" or a "building is so dilapidated as to be prejudicial to its occupants or to persons or property in the neighbourhood";
- *Local Government Act 1993*; section 124, Order 21 or 29, when "the land or premises are not in a safe or healthy condition"; or where it is necessary to "alter or repair a work or structure on, over or under a public place", because "it is in the public interest to do so".

Other related powers are available to councils under the *Roads Act 1993*:

- Councils, as the relevant roads authority, are provided with powers under sections 98, 142, 164, and 165, to take any necessary action required to secure the safety of the general public in their use of public footpaths, from dangerous or potentially dangerous awnings.

These powers are available to councils to assist in achieving timely and required outcomes regarding the safety of awnings.

Approval required for awnings

In the past, many awnings were erected or altered as "exempt development" or otherwise without consent.

In September 2009 the then Department of Planning clarified that approval for awnings is required by a complying development certificate or development approval, as follows:

- The State Environmental Planning Policy (Exempt and Complying Development) 2008 (the Codes SEPP), introduced a new Part 5 *General Commercial and Industrial Code*.
- Provisions under this Part:
 - specify the type of awning developments that are complying development under the Codes SEPP; and
 - require other specified awning developments to obtain development consent.
- A general requirement for complying development (as for development approval) is that it must meet the relevant provisions of the Building Code of Australia.

Further information

Please contact the Department of Planning & Infrastructure's Information Centre on 1300 305 695.

Department of Planning & Infrastructure circulars are available from <http://www.planning.nsw.gov.au/circulars>

Authorised by:

Richard Pearson
A/Director-General

Important note: This circular does not constitute legal advice. Users are advised to seek professional advice and refer to the relevant legislation, as necessary, before taking action in relation to any matters covered by this circular.

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INSPECTION AND ASSESSMENT OF EXISTING TIED AWNINGS

INTRODUCTION

A recent collapse of a tied awning in Balgowlah resulted in the death of a man standing under the awning at the time of the collapse. The accident happened during a storm involving high wind and heavy rain and is the subject of a coronial enquiry at the time of drafting this Practice Note.

Based on available press reports, the awning in question appeared to be a conventional steel frame awning with tie-rod supports, the tie-rods being anchored at the front masonry wall to the premises in an undefined manner. There are many such similar awnings throughout NSW.

As a result of the collapse, a number of Councils are now requiring owners of premises with similar existing awnings to engage structural engineers to provide certification of such awnings. Property owners are legally liable for damage caused by their property not being properly maintained and Councils are enforcing the law in respect of awnings. Awnings should be regularly inspected as part of normal building maintenance in any case.

This Practice Note is intended to provide some guidance on the approach that might be used by structural engineers engaged in the task of inspecting, reporting on or certifying existing tied awnings.

THE ISSUES

The issues central to evaluating the strength and serviceability of existing awnings which are tied back to masonry walls are seen to be as follows:

- (1) the design live load has increased considerably with the introduction of AS 1170 Part 1 - 2002 compared to earlier editions of this standard. Older awnings would have been designed to previous editions of this standard
- (2) wind loading may be the critical design loading
- (3) reliable documentation of the construction details are generally not available
- (4) older masonry walls may have lime mortar rather than cementitious mortar or may have a combination of both if repairs have been undertaken previously
- (5) corrosion of the tie-rods and/or corrosion around the anchor plates and/or corrosion of masonry ties is often the main issue. Awnings close to salt-laden spray will be more liable to corrosion than those in other locations
- (6) the tie-rods to the awning generally penetrate the external masonry wall and the tie-rods are generally not accessible for inspection at points beyond where they penetrate the masonry wall
- (7) the awning framing is fully enclosed by roof sheeting at the top face and lining at the bottom face so that there is no access available for a structural engineer to measure awning framing member sizes or connection details nor to assess the level of steel corrosion of the awning framing

Association of Consulting Structural Engineers of New South Wales



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- (8) the masonry wall ties are not accessible for inspection around the point where the awning tie-rods are anchored in walls or parapets of cavity masonry construction
- (9) the tie-rods are generally anchored to plates built into either the front wall of the premises or any party wall between the adjacent premises and these anchor plates are generally not accessible for inspection
- (10) if the tie-rods are anchored into a parapet, then the parapet strength will have to be assessed despite the fact that the construction and condition of the parapet masonry may not be readily accessible.
- (11) in heavy rain or hail, gutters may not be able to drain water fully and ponding may occur (not all awnings will have an overflow system for the gutters). Hail may also collect on the awning
- (12) awnings that are part of a "row" where tie-rods may support two adjacent awnings to adjacent premises may be susceptible to adverse loading should one awning on one side fail
- (13) whether load-testing of any structural elements (either within the awning framing or of the tie-rod or tie-rod anchors) is required. In order to avoid removing masonry in order to examine tie-rod anchors, load-testing may be employed.

DESIGN LOADS

If certification to the BCA is required, then reference to Part B1 of Volume 1 of the BCA is necessary in order to determine the appropriate codes – refer to Practice Note 16. Clause B1.2 of the BCA refers to AS/NZS 1170 Part 1 for permanent actions.

AS/NZS1170 Part 1(2002 edition) "Permanent, imposed and other actions" classifies street awnings as R1 and in Table 3.2 specifies the following reference values for roof live load actions :

*Awnings accessible from adjacent windows, roofs or balconies -- a uniformly distributed action of 1.5 kPa and a concentrated action of 1.8 kN

*Awnings accessible only from ground level - a uniformly distributed action of 1.0 kPa and a concentrated action of 1.8 kN.

Previous editions of AS 1170 Part 1 called for a uniformly distributed action of $(1.8/A+0.12)$ kPa but not less than 0.25 kPa and a concentrated action of 1.4 kN, in common with other roofs, where A= the plan projection of the surface area of roof supported by the member under analysis.

If for some reason, the structural engineer is not certifying to the BCA but only certifying to a previous edition of AS 1170 Part 1 by agreement of the authority requesting the certificate, then these lesser loads may be used but the loads used need to be stated on any certificate. However, consideration should be given to the fact that these older loads may not adequately allow for crowd loading, ponding of rainwater or accumulation of hail on the awning.

The Commentary to AS/NZS 1170 Part 1:2002 states that : --

"Roof Category R1 is intended to cover situations where people may gain unauthorized access through their own efforts to a roof not intended for such use. The lower load of 1.0 kPa allows for greater difficulty in gaining access compared to the value of 1.5 (kPa) where access may be

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facilitated by adjacent windows, balconies or other awnings. An example is a street awning on a multi-storey building with openable windows.”

The design load used should also consider whether significant numbers of people may access an awning to watch a parade on the street below, in which case the above loads might be increased. The design loads nominated in AS/NZS 1170 Part 1 : 2002 should be adequate to allow for any ponding of water or accumulation of hail on the roof during rain storms.

Wind loads should be assessed using AS/NZS 1170 Part 2 : 2002 , and both uplift and downward pressure cases should be considered . Pressure caused by wind hitting a near-by multi-storey building or the parapet of the building with the awning and being deflected downwards can result in higher design downwards loads than the above design live loads. Uplift due to wind may result in the tie-rods being considered inadequate due to compression force in the slender tie-rod.

The effect of wind loads from nearby buildings may need special consideration 9 for example a funnell effect causing increased wind speeds.

RECOMMENDED PROCEDURE

The recommended procedure involves the following stages:

- stage 1 initial inspection and appraisal
- stage 2 second inspection after opening up
- stage 3 reporting and detailing of any rectification requirements
- stage 4 final inspection
- stage 5 certification

The recommended procedure is intended to ensure that: (i) all visible and hidden structural elements in the awning have been inspected and evaluated for structural adequacy; (ii) any deficiencies have been reported and rectification procedures have been advised; and (iii) all rectification work has been inspected after completion by a builder. The final step is to issue a certificate once the structural engineer is satisfied as to the structural adequacy of the awning after any necessary repairs have been done.

STAGE 1 -- INITIAL INSPECTION AND APPRAISAL

The initial inspection entails the establishment for the awning of interest of the dimensions, likely age, external configuration, existence of main support walls and cross walls, drainage from the gutter and any other relevant information.

Extensive site photography should be undertaken for use with subsequent reports.

An investigation should be made as to the existence of any structural drawings for the awning, generally through Council records, although in many instances, no such drawings will be available. Even if drawings are available, no great reliance should be placed on these as actual conditions may well vary from those indicated on the drawings.

Association of Consulting Structural Engineers of New South Wales



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STAGE 2 -- SECOND INSPECTION

It is considered essential that a second detailed inspection will be undertaken following on from Stage 1. The information gained at the Stage 1 inspection can be used to draft instructions for the opening up of the awning for a detailed inspection at this stage.

The awning will generally need to be propped at the front edge. This will require Council approval and will require barriers to be installed. It may also require to be tied down against wind uplift which will involve concrete weight blocks. The Council is likely to require information on the length of time the barriers will be in place, measures to be taken to protect the public, and certification of the barriers to withstand vehicular impact. Such propping and its certification could be left to specialist providers who are familiar with the requirements. A fee would normally need to be paid to Council.

Areas of roofing and/or lining will need to be identified for removal to allow determination of the sizes and condition of the rafters and purlins. An area equivalent to 4 to 6 bricks of the parapet/front wall masonry will need to be removed around the areas where the tie-rods penetrate the masonry. Access scaffolds and ladders complying with Workcover requirements will need to be installed to allow the structural engineer to carry out an inspection.

A detailed set of requirements, probably with photographs, will need to be drawn up by the structural engineer based on the detailed inspection requirements to be undertaken as set out below. The requirements will need to include methods of reinstatement of the affected areas once any required rectification work is completed.

The Client would need to engage a licensed Builder to carry out the work, including the engagement of the specialist firm to supply and certify the propping. It is likely that the structural engineer may have to project manage the building work as many Clients will not have the expertise to do so.

The detailed inspection of the opened-up awning can then be made. This will involve the following :

- sketching the framing of the structural elements;
- measurement of the member sizes and level of corrosion on the structural steel;
- sketching and measuring the connection details for the structural steel;
- measurement of the size and level of corrosion of the tie-rods;
- sketching and measuring the connection details for the tie-rods , top and bottom;
- measuring the connection plates and fixing details within the masonry;
- assessing details of the masonry and condition of the masonry ties .

Extensive photography of all areas would normally be undertaken.

STAGE 3 -- REPORTING AND RECTIFICATION INSTRUCTIONS

After the second inspection, any necessary calculations should be carried out using AS 4100, AS 4600 and AS 3700 as required. Allowance can be made for corrosion of steel elements by using the net thickness remaining of an element at the time of the inspection less a further corrosion allowance based on the remaining design life as advised by the Client. Any corrosion will require

Association of Consulting Structural Engineers of New South Wales



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a corrosion removal and protection system to be devised, which may require input from paint supply companies.

Load testing of the anchors of the tie rods could be considered at this point if there is insufficient access for inspection or there is any question about the adequacy of the anchors following the inspection and/or the result of the calculations.

Load testing should be based on a proof load determined in accordance with AS 4100 and should be based on the critical load case.

At this point a report should be prepared advising the Client of the status of the awning and of any repairs to , strengthening of or replacement of structural elements that are considered necessary.

Detailed instructions will need to be prepared for any rectification work including corrosion protection. Substantial rectification works may require a Development Application to be submitted to Council.

Consideration might be given to recommending the fixing of a sign on the awning roof sheeting indicating the load that the awning can sustain. Such a sign should indicate the Design Roof Loading for distributed loads (in kgs per square metre) and for concentrated loads (in kilograms).

Recommendations for ongoing regular maintenance and inspections should also be included in the report.

STAGE 4 -- FINAL INSPECTION

Inspection(s) as necessary will need to be carried out on any rectification work and on the making-good work in order to ensure that the structural integrity of the works is to the structural engineer's satisfaction and is accordance with all drawings, sketches, specifications and instructions issued by the structural engineer.

STAGE 5 -- CERTIFICATION

Certification can be issued once the final inspection has taken place. Certification should detail the loads that have been used, any assumptions made in the calculations that are relevant and any qualifications that the structural engineer thinks is appropriate. Any drawings, sketches or specifications issued could be referenced.

If only periodic inspections of the work was carried out, the certificate should make clear that only periodic inspections were carried out and that no supervision was involved.

Certification should clearly define the scope of what was undertaken by the structural engineer so that it is clear what is being certified and what is not being certified. If necessary, reasons for some elements not being certified could be given (e.g not accessible). Certification should be restricted to what the structural engineer knows.

Recommendations for ongoing inspections (say every five(5) years) could be included in the certificate.

Structural engineers should be wary of using pro-forma certificates issued by Council unless the structural engineer is satisfied with the wording used.

Any certificate should make it clear that the certificate does not relieve any other party of its responsibilities, liabilities or contractual obligations.

Association of Consulting Structural Engineers of New South Wales



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13. REQUEST FOR ROAD NAME CHANGE

(DEES/R40-055)

Executive Summary

Council has received a request to change the name of Wide Lane, Osborne to Bourkes Lane, Osborne.

Report

Council has received a request to change the name of Wide Lane, Osborne to Bourkes Lane, Osborne, a copy of which is attached.

Wide Lane is not a gazetted name – in which the majority of the Shire's roads are not. This is the case for most of NSW.

It is anticipated that there may be resistance to the change from the Geographical Names Board (GNB) because Lockhart Shire has Burkes Street at The Rock and they are reluctant to gazette similar names within LGA's. There is also a Bourke Street in Wagga Wagga, Mangoplah and Matong, which could cause confusion for emergency services calls if people are unclear with their addresses.

The process to rename a road involves registering the proposed name, together with any historical support, with the NSW Online Road Naming System (NORNS); notifying prescribed organisations of the proposal (predominantly relevant Government agencies and emergency services); and advertising the proposal in local newspapers and inviting comment.

If after considering any submissions received Council resolves to support the proposal, the change of name has to be advertised in the local newspapers and notified to the prescribed organisations.

It appears that no residential address is using Wide Lane and also the remaining direct relatives with the Bourke name are no longer living within Lockhart Shire.

Also, a change in road name may result in a precedent been set and a resulting influx of requests.

Integrated Planning and Reporting Reference

D4 - Infrastructure that supports our community identity.

Legislative Policy & Planning Implications

- Roads Act 1993
- Roads Regulation 2008.

Budget & Financial Aspects

- Advertising in newspaper approx. \$700
- Cost unknown for using NORNS.

Attachments

1. Letter from Bourke Family dated February 2017.

Recommendation: That:

- a) Council does not support road name change, and
- b) The Director Engineering and Environmental Services writes back to applicant informing them of its decision.

Notes:

Attachment 1. – Letter from Bourke Family dated February 2017

File No:	R40-055
Log:	21607
	INFO REPLY REPORT
GM	
DCCS	
Rec'd	28 FEB 2017
DEES	<input checked="" type="checkbox"/>
MES	
HR	
TEDO	

February, 2017.

Dear Sir,

I'd like to propose a road name change from the current name, Wide Lane, Osborne to Bourkes Lane, Osborne.

Around the year 1860, when few white men inhabited the area now known as Lockhart, Mr Green lost some horses whilst passing through the locality and the rest is history. Lockhart was proclaimed on 30th December, 1896.

Michael Bourke, being one of the earliest settlers in the shire, took up land in the district in 1865, when he was a young man, residing on the property "Benburb", situated near the lane known as Wide Lane. He married Anne and had three children. His two surviving children, Patrick and Margaret all lived there and later his parents, Michael and Bridget also joined Michael on his farm. His children Margaret married Patrick Gleeson and Patrick his son continued farming "Benburb". Patrick married his wife Annie in 1928 and they had six children John, Anne, Michael, Peter, Bryan and Thomas. After Patrick's untimely death in 1946, his wife Annie along with their 5 sons and daughter continued to live and work on the farm. Managing mixed wheat and sheep farming, her veggie garden, orchard, poultry and her children's desire to hunt and catch rabbits kept her family alive through the hard drought and depression years. Annie continued to live on the farm until she passed away in 1970. Her son Peter continued to live on the farm until he sold the family farm in 1972, before moving to Queensland. The Bourke family had been pioneers in the area for over 100 years. The lane was affectionately known as Bourke's Lane by many families in the district and the Bourke's are very proud of their heritage.

Buried in the Lockhart Cemetery are:

One of the earliest settlers in the district;

Michael Bourke 1842 d 1905 his wife Anne Bourke (O'Connell) 1837 d 1912

along with his parents Michael Bourke his wife Bridget Bourke (Jones)

his son Patrick Michael Bourke 1878 d 1946 and his wife Annie Amalda Bourke (Mullins) 1895 d 1970

his daughter Margaret Gleeson (nee Bourke) d 1955

Patrick's two sons, Michael Joseph Bourke 1932 d 2004

and Peter Julian Bourke 1933 d 2016

and Michael's daughter Anna Bourke 1968 d 2016

Descendants of Michael's family's also took part in the Green Street Pavers, Golden Memories undertaken by the Lockhart & District Arts Council Community Project completed in 2001. Their names can be found amongst the many pavers that adorn Green Street which provides a unique record of Lockhart's community history, creating and promoting the wonderful township of Lockhart or The Verandah Town as it is referred to.

We trust that you will give this proposal favourable consideration as we feel it would be an excellent way to celebrate the name Bourke which has long been associated with one of the earliest pioneers to have settled in the shire of Lockhart and still a well respected name in the local area.

Thanking you in advance for your utmost consideration.

Kerry Burke, Daughter of Bryan & Beryl (Gleeson) Bourke. (Bryan son of Patrick Bourke) &

Molly Burke, Daughter of Kerry & John Burke and Granddaughter of Bryan & Beryl Bourke.

14. **AMENDMENT TO THE EP&A REGULATION (E-PLANNING) 2017**

(MES/R45-005)

Executive Summary

NSW Department of Planning and Environment are preparing an amendment to the Environmental Planning and Assessment Regulation to encompass provision for electronic lodgement of development applications.

Report

Proposed changes to the Environmental Planning and Assessment Regulation 2000 (the Regulation) will support online lodgement of development applications by introducing consistent documents and technical requirements across NSW.

Currently, there are many variations in document requirements for development applications, which can cause delays in preparing and determining applications. The Regulation seeks to address this by introducing standards for online submission and lodgement.

The NSW Department of Planning believe that the online lodgement through the 'Planning Portal' will dramatically reduce the time and resources spent on producing and reviewing hard copy documents, making it faster and easier for NSW residents to lodge and track applications. It will also make planning information more accessible.

Proposed changes include:

- standardising the documents required to lodge applications for development
- replacing written consent with legally enforced declarations by applicants that they have permission from land owners to submit a development application
- introducing new requirements for making and exhibiting Development Control Plans and Contribution Plans (financial contributions from developers towards infrastructure costs).

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Proposed changes to the Environmental Planning and Assessment Regulation 2000 (the Regulation) will support online lodgement of development applications by introducing consistent documents and technical requirements across NSW.

Budget & Financial Aspects

Nil.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

15. DEVELOPMENT APPLICATION 45/16 – LOCKHART AGRICULTURAL, PASTORAL AND SHOW SOCIETY (MES/P25-010)

Executive Summary

At the direction of Council staff, the Lockhart Agricultural, Pastoral and Show Society have lodged an application for modification to development consent 45/16, following the unauthorised demolition of the existing, historically significant poultry pavilion at the Lockhart showground.

Report

Following Council's consideration at the September meeting, development consent was granted for the construction of a new poultry pavilion at the Lockhart Showground, located off Treasure Street at Lot 122 DP756429. The site is a Council-managed parcel of crown land, and is heritage listed in accordance with the Lockhart LEP.

Advice provided by Council's heritage advisor recognises the historical significance and aesthetics of the existing galvanised iron pavilion, which was built many decades ago from local labour and materials. As the applicant sought its demolition, the matter was referred to Council for its consideration. At the November 2016 ordinary meeting, Council resolved that the proposed new pavilion be constructed in accordance with Council's heritage advice, with a portion of the original building to be retained as a representation of the heritage structure. This resolution was reflected as a condition in the final development consent, to which there were no objections raised by the applicant.

Following issue of the development consent, the applicant has seen to the demolition of the entire existing pavilion, and as a result, Council staff have ordered an immediate stop to all works until the matter is rectified.

Council have sought from the Show Society an application for modification to the DA 45/16 consent, thereby requesting that the specific condition regarding the heritage structure be omitted. As this is a condition set by a resolution of the Council, the matter has returned back to Council for its consideration. Meanwhile, planning staff will assess the application, and take into consideration the heritage advice, and impacts under Section 79C of the Environmental Planning & Assessment Act 1979.

Also to be noted is a letter from the applicant, who hereby formally request a refund of fees paid for the lodgement of the development application (attached), as permitted by Policy 2.36.

Integrated Planning and Reporting Reference

D4.1 - Protection of our historic buildings and landmarks.

Legislative Policy & Planning Implications

Fail to comply with a development consent is an offence under Section 121B of the Environmental Planning and Assessment Act 1979 ('the Act').

The Act 1979 permits the lodgement of applications for modification to development consents under Section 96.

Budget & Financial Aspects

Policy 2.36 – Refund of fees to Community Organisations - allows certain organisations to apply for refund of development related fees, at the discretion of the General Manager. While the Show Society is not a Section 355 Committee, it does operate under the umbrella of the Lockhart Showground Management Committee (who are authorised under Section 355 of the Local Government Act 1993). If fees are reimbursed, this will be absorbed into Council's operation budget for 2016-17.

Attachments

1. Copy of Development Consent 45/16.
2. Letter requesting refund of fees.

Recommendation: That Council:

- a) Resolve to support the application for modification to DA 45/16, and
- b) Note for information the request for refund of fees and support the General Manager in determining.

Notes:

Attachment 1. – Copy of Development Consent 45/16

NOTICE OF DETERMINATION OF A DEVELOPMENT APPLICATION

issued under the *Environmental Planning and Assessment Act 1979* Section 81(1)(a)

**YOUR APPLICATION IS APPROVED BY COUNCIL, SUBJECT TO STRICT
COMPLIANCE WITH CONDITIONS LISTED BELOW.**

DEVELOPMENT APPLICATION 45/16

DEVELOPMENT APPLICATION

Applicant Name:	AGRICULTURAL, PASTORAL AND SHOW SOCIETY OF LOCKHART
Applicant Address:	PO BOX 39 LOCKHART NSW 2656
Owner:	LOCKHART SHIRE COUNCIL PO Box 21 LOCKHART NSW 2656
Land to be developed:	LOCKHART SHOWGROUND TREASURE STREET LOCKHART NSW 2656
Lot Section DP	LOT 122, DP756429
Zone:	RU1 Primary Production
Proposed development:	New, detached colorbond shed for use as poultry pavilion.
Building Code of Australia Classification:	Class 10a

DETERMINATION

Made on:	24 NOVEMBER 2016
Consent to operate from:	24 NOVEMBER 2016
Consent to lapse on:	24 NOVEMBER 2021

Determination: consent granted subject to conditions described below

Details of Conditions (including section 94A conditions):

1) INSPECTIONS: CLASS 1 or 10 BUILDINGS

The following inspections are required with 48 hours' notice is to be given to Council or an accredited certifier to enable an inspection to be conducted. Bookings are to be confirmed by council staff by phone or email.

- a) before any concrete footings, piers, or reinforced concrete slabs are poured
- b) prior to the covering of the frame to floor, wall or roof;
- c) prior to covering any stormwater drainage,
- d) on completion of the building and prior to any use or occupation (first check that all inspections and conditions listed below have all been completed).

Please note that failure to comply with this condition may result in the Occupation Certificate not being granted.

Reason: To ensure compliance with the Environmental Planning and Assessment Amendment (Quality of Construction) Act 2003, associated legislation and Council requirements.

2) COMPLIANCE WITH THE BUILDING CODE OF AUSTRALIA

All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made). This provision applies irrespective of the details contained in or omitted from the plans and specifications.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

3) RESIDENTIAL BUILDING WORK

Building work (within the meaning of the Home Building Act 1989) must not be carried out unless the Principal Certifying Authority for the development:

- a) in the case of work done by a licensee under the Act:
 - (i) has been informed in writing of the licensee's name and contractor license number, and
 - (ii) is satisfied that the licensee has complied with the requirements of Part 6 of that Act, OR
- b) in the case of work to be done by any other person:
 - (i) has been informed in writing of the person's name and owner-builder permit number, or
 - (ii) has been given a declaration, signed by the owner of the land, that states that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in Section 29 of the Act, and, is given appropriate information and declarations under paragraphs a) and b) whenever arrangements for the doing of the work

are changed in such a manner as to render out of date any information or declaration previously given under either a) or b).

NOTE: A certificate issued by an approved insurer under Part 6 of the Home Building Act 1989 that states that the person is the holder of an insurance policy is sufficient evidence to satisfy this condition.

REASON: To ensure the development complies with the requirements of Clause 98 of the Environmental Planning and Assessment Regulations 2000, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

4) SIGNS TO BE ERECTED ON ALL BUILDING AND DEMOLITION SITES

Prior to works commencing, a sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- a) stating that unauthorised entry to the site is prohibited, and
- b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
- c) the development consent or complying development consent number, the name and contact details of the Principal Certifying Authority.

Any sign must be removed when the work has been completed.

NOTE: This condition does not apply to:

- a) building work carried out inside an existing building, or
- b) building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

5) SITE DIMENSIONS AND MEASUREMENTS

It is the responsibility of the owner of the land to ensure that all site dimensions and measurements are accurate.

6) APPROVED PLANS NOT TO BE DEPARTED FROM

The approved plans and specifications shall not be departed from in any way, unless approval is first obtained from the Council's Building Surveyor. Applications to amend such plans and specifications must be submitted in writing to the General Manager. Any alterations or additions marked by Council on the approved plans and/or the specifications must be carried into effect.

7) HOURS OF WORK

No building work, or related activities, shall commence on the site before 7:00 am Monday to Saturday and 8:00 am Sundays. All building work is to be completed, and no further development-related activities permitted after 8pm on any given day.

8) OCCUPATION OF OUTBUILDINGS

The shed must not be used or adapted for use for residential occupation, commercial or industrial purposes. The structure has been classified as a Class 10a building. Any use that is not compatible with this classification will require a specific Development Application to be lodged and consent issued for that alternate use.

9) ADVERSE EFFECTS

The development is to be carried out in a manner so as not to cause any adverse effects or interfere with the amenity of the neighbourhood by way of smoke, fumes, exhausts, dust, noise or the like.

10) PROTECTION TO COUNCILS ASSET

The applicant shall ensure that suitable protection is given to the Council's assets, including paving, to ensure no damage is incurred during activities on the site. The applicant shall be responsible for any re-instatement costs incurred.

11) EROSION & SEDIMENT CONTROL

Prior to commencement of works erosion & sediment control measures are to be established and maintained to prevent silt and sediment escaping the site or producing erosion. Such measures are to remain in place until the project has been completed and the land suitably rehabilitated and stabilized.

12) BUILDING DEBRIS

Prior to works commencing a container must be erected on site for the enclosure of all building rubbish and debris, including that which can be wind-blown. All building debris and rubbish shall be removed to an approved waste disposal facility.

13) CONDITIONS OF OCCUPANCY

The building must not be used or occupied prior to:

- a) a successful final inspection; and
- b) the issue of an Occupation Certificate by the principal certifying authority.

14) STORMWATER AND DRAINAGE

All stormwater/rainwater tank overflow must be piped a minimum of 6.0m downhill from the nearest point of any building, structure or septic tank soakage area.

15) FIRE PRECAUTIONS (DURING CONSTRUCTION)

During on site works, adequate fire precautions must be undertaken ensuring the provision of at least one fire extinguisher to suit Class A, B and C fires and electrical fires at all times in the construction area.

16) PERSONAL ACCESS DOOR(S)

The personal access doors to the shed shall open in an outwards direction, comply with the requirements of Australian Standard AS1428.1.

17) BUILDING EGRESS

To provide for all ability access, flat level access to and from the building is to be maintained at all times.

18) PROVISION FOR FIRE SAFETY

Two (2) portable fire extinguishers are to be permanently installed in the building and maintained at all times.

19) CONSTRUCTION SPECIFICATIONS – HERITAGE CONSERVATION

The proposed new pavilion be constructed in accordance with Council's heritage advice, with a portion of the original building to be retained as a representation of the heritage structure.

NOTE 1: With reference to this condition, the word 'portion' hereby refers to an area of no less than 50 square metres.

NOTE 2: With reference to this condition, the phrase 'Council's heritage advice' refers to the advising document dated 15 April 2016, as prepared by Dr Peter Kabaila. An exception to the advice is given with respect to external cladding, which may be amended to cream walls and galvanised iron roof, as with that of the immediately adjacent (Howard) pavilion.

Reasons for Conditions:

Development Application No: 45/16 was assessed using current procedures developed by the Lockhart Shire Council and other resource information. This includes:

- the requirements of Section 79C(1) of the *Environmental Planning and Assessment Act 1979* which states:
Section 79C(1) Matters for consideration – general
In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:
 - (a) *the provisions of:*
 - (i) *any environmental planning instrument, and*
 - (ii) *any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority, and*
 - (iii) *any development control plan, and*
 - (iv) *any matters prescribed by the regulations that apply to the land to which the development application relates*
 - (b) *the likely impacts of that development, including environmental impacts on both the natural and built environments and social and economic impacts in the locality,*

- (c) *the suitability of the site for the development,*
- (d) *any submissions made in accordance with this Act or the regulations,*
- (e) *the public interest.*

- the requirements of the Lockhart Local Environmental Plan 2012.
- the requirements of the Lockhart Shire Council Policy Register.

SIGNED

on behalf of the consent authority

Signature _____ Date: 24 November 2016

Name Mr David Webb
Director Engineering & Environmental Services
for **THE GENERAL MANAGER**

Documents Attached:

- Development Consent
- Construction Certificate
- Approved plans and other documents as follows:

Project/Plan No.	Title	Provided by	Date of Issue
A4	Site Plan	Applicant	
A3	Site Plan	Applicant	
Certification	Scope of Workd	CIR Engineering & Consultant P/L	25/10/2016
Chook Shed /1	Frame Layout	Cango Sheds	25/10/2016
Chook Shed /2	Portal Details	Cango Sheds	25/10/2016
Chook Shed /3	Slab or Peir Design	Cango Sheds	25/10/2016

REVIEW OF DETERMINATION

You are advised that you may request a review of the determination in accordance with the provisions of Section 82A of the Act.

A determination cannot be reviewed after the time limited for the making of an appeal under section 97 expires, if no such appeal is made against the determination or after an appeal under Section 97 against the determination is disposed of by the Court, if such an appeal is made against the determination.

RIGHT OF APPEAL

If you are dissatisfied with the decision section 97 of the *Environmental Planning and Assessment Act 1979* gives you the right to appeal to the Land and Environment Court within 12 months after the date on which you receive this notice.

**section 97 of the Environmental Planning and Assessment Act 1979 does not apply to the determination of a development application for State significant development or local designated development that has been the subject of a Commission of Inquiry.*

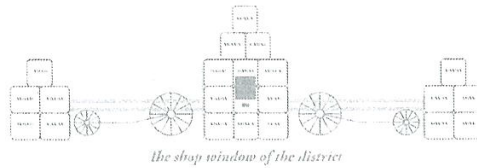
NOTES ACCOMPANYING DEVELOPMENT CONSENT

(Please read these notes carefully to ensure you are fully conversant with the conditions under which this consent is granted.)

- Note 1 Where the consent is subject to a condition that the consent is not to operate until the applicant satisfies a particular condition the date should not be endorsed until that condition has been satisfied.*
- Note 2 Clause 69A of the Regulation contains additional particulars to be included in a notice of determination where a condition under section 94 of the Environmental Planning and Assessment Act 1979 has been imposed.*
- Note 3 The development consent applies to the land described in the consent notice and does not apply to any other land. It is able to be lawfully used by any person or group who has legal right to make use of the land described;*
- Note 4 Commencement of the land use, work or activity proposed in this consent implies your acceptance of all the conditions imposed by Council. It is therefore important that, prior to proceeding, you satisfy yourself that you are able to comply with any condition imposed;*
- Note 5 Granting of this consent by Council does not relieve any obligation on the part of the applicant or other party to obtain any other approval required under any other Act;*
- Note 6 This consent shall be effective and operate from the date shown on the consent. However, should an appeal be lodged against Council's determination of the application, the consent shall cease to be, or shall not become operative until that appeal is determined;*
- Note 7 For information about the following matters refer to Section 99 of the Environmental Planning & Assessment Act, 1979:*
- a) circumstances in which this consent may lapse; and*
 - b) circumstances where Council may require the completion of the development approved under this consent.*
- Note 8 Any person who contravenes this Notice of Determination of the abovementioned application shall be guilty of a breach of the Environmental Planning & Assessment Act, 1979 and shall be liable to monetary penalty and for a restraining order which may be imposed by the Land and Environment Court;*
- Note 9 Granting of this consent does not confer a right to commence any building or structural work. A formal construction certificate application must be submitted to Council or an appropriate accredited certifier and be approved in a manner consistent with the development consent before any structural work is carried out.*
- Note 10 Council cannot guarantee to undertake any improvements to the roads and/or lanes providing access to this property except at the expense of the applicant.*

Attachment 2. – Letter requesting refund of fees

LOCKHART SHOW SOCIETY



Agricultural, Pastoral & Show Society of Lockhart Inc.
PO Box 39, Lockhart NSW 2656

4th February 2017

The General Manager
Lockhart Shire Council
PO Box 21
Lockhart NSW 2656

COPY

File No:	P10-010, C63-015, DA 45/16.
Log:	21376
GM	INFO REPLY REPORT
DCCS	
Rec'd	- 8 FEB 2017
DEES	
MES	✓
HR	✓
TEDO	

Dear Sir

Re: Lockhart Show Society – DA 45/16, CC, LSL, OC – New Chook Pavilion

On behalf of the Lockhart Show Society I wish to express our thanks and gratitude for the work which Council has undertaken to date to assist the Lockhart Show Society in our success to secure funding to construct a new Poultry Pavilion and to agree to development terms with the best interests of the Show Ground and all those who use it in mind. We are confident that the new pavilion will be a highly functional and practical building that will provide benefit to the members of the Lockhart Community for many years to come.

The new pavilion has been ordered through local supplier Geoff Hounsell with 50% of the cost of the completed shed already remitted by way of deposit. After the funding grant, there is a shortfall of approximately \$12,000 which will need to be met between the Show Society and the Showground Management Trust. To this end, given the new pavilion is to be developed on Community property we respectfully seek a refund of the DA cost of \$649.00 remitted to Council by the Show Society on 1/4/2016. I have provided a copy of our receipt for this transaction.

Once again, the ongoing support of Lockhart Shire Council is greatly appreciated by the members of the Lockhart Show Society and we look forward to continuing to work with your staff in 2017.

Please do not hesitate to contact either myself or Shirley Morgan for any queries relating to this request.

Yours sincerely

Jodie Green
Secretary
Lockhart Show Society

COPY

STRATEGIC DIRECTION E: Strong Leadership and Services

16. STATEMENT OF FUNDS FOR JANUARY AND FEBRUARY 2017

(DCCS/F10-010)

The reconciled position of funds held in Council's bank accounts and on investment as at 31 January 2017 is shown below for the information of members.

Statement of Funds as at:	31 January 2017	
Combined Bank Accounts:		\$
Bank Balance as at:	1 January 2017	879,942.34
Plus: Receipts to:		
Rates receipts bank 2 & 5	54,996.62	
Sundry Debtor receipts	33,118.88	
Grant receipts -	-	
Rockoosh Grant	4,266.11	
Galore Hill Trust Interest	4.01	
Investments redeemed	-	
Interest on Investment	7,772.52	
DEFT transfer	400,000.00	
Bas Refund Nov & Dec	30,588.32	
Deposit less agent fee 8 Bond St	5,800.00	
Other receipts	35,240.58	
Total receipts for month	571,787.04	
		1,451,729.38
Less: Payments for Month less Canc. Chqs		1,039,783.11
New Term Deposits		0.00
Current Bank Balance		411,946.27

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP Call	At call	500,000.00	6.85%
Bankwest	2.55	250,000.00	3.42%
Bankwest	At call	750,000.00	10.27%
BENDIGO	2.35	250,000.00	3.42%
BENDIGO	2.70	500,000.00	6.85%
BENDIGO	2.60	250,000.00	3.42%
BENDIGO	2.60	500,000.00	6.85%
Curve Securitys/AMP	2.75	250,000.00	3.42%
Curve Securitys/AMP	2.95	250,000.00	3.42%
IMB Limited	2.55	300,000.00	4.11%
IMB Limited	2.50	250,000.00	3.42%
NAB	2.63	300,000.00	4.11%
NAB	2.74	500,000.00	6.85%
nab	2.71	250,000.00	3.42%
NAB	2.65	250,000.00	3.42%
NAB	2.63	300,000.00	4.11%
NAB	2.70	250,000.00	3.42%
nab	2.65	250,000.00	3.42%
RIM AMP	2.95	400,000.00	5.48%
Rim NAB Limited	2.75	250,000.00	3.42%
RIM-amp	2.95	500,000.00	6.85%
		7,300,000.00	
TOTAL FUNDS HELD ARE:		7,711,946.27	100.00%

These funds are comprised as follows:

	CURRENT A/C	INVESTMENTS	TOTAL
General Fund	-1,246,990.15	6,339,035.51	5,092,045.36
Combined Sewerage	1,627,400.01	960,964.49	2,588,364.50
Galore Hill Trust Fund	31,536.41	0.00	31,536.41
	411,946.27	7,300,000.00	7,711,946.27

RESERVES	Externally Restricted	2,619,900.91
	Internally Restricted	4,680,099.09
	Unrestricted	411,946.27
		7,711,946.27

I hereby certify that all investments shown have been made in accordance with Section 625 of the Local Government Act 1993, the Regulations and Council's Investment Policy.



Director Corporate & Community Services
6 February 2017

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

The reconciled position of funds held in Council's bank accounts and on investment as at 28 February 2017 is shown below for the information of members.

Statement of Funds as at:	28 February 2017	
Combined Bank Accounts:		\$
Bank Balance as at:	1 February 2017	411,946.27
Plus: Receipts to:		
Rates receipts bank 2 & 5	374,288.90	
Sundry Debtor receipts	52,969.52	
Grant receipts -	-	
RMS - Block Grant	256,250.00	
FAG Grant 3rd Qrt	904,345.50	
Dept Education Rockoosh Grant	10,370.25	
Galore Hill Trust Interest	4.02	
Investments redeemed	700,000.00	
Interest on Investment	27,358.62	
Sale Lot 4 Bond St Lockhart	77,800.00	
Other receipts	112,326.80	
Total receipts for month		<u>2,515,713.61</u>
		<u>2,927,659.88</u>
Less: Payments for Month less Canc. Chqs		1,659,229.86
New Term Deposits		0.00
Current Bank Balance		<u>1,268,430.02</u>

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP Call	At call	500,000.00	7.58%
Bankwest	2.55	250,000.00	3.79%
Bankwest	At call	300,000.00	4.55%
BENDIGO	2.35	250,000.00	3.79%
BENDIGO	2.20	500,000.00	7.58%
BENDIGO	2.35	500,000.00	7.58%
Curve Securitys/AMP	2.75	250,000.00	3.79%
Curve Securitys/AMP	2.95	250,000.00	3.79%
IMB Limited	2.55	300,000.00	4.55%
IMB Limited	2.50	250,000.00	3.79%
NAB	2.65	250,000.00	3.79%
NAB	2.63	300,000.00	4.55%
NAB	2.70	250,000.00	3.79%
nab	2.65	250,000.00	3.79%
nab	2.52	250,000.00	3.79%
NAB	2.58	500,000.00	7.58%
NAB	2.63	300,000.00	4.55%
RIM AMP	2.95	400,000.00	6.06%
Rim AMP	2.50	250,000.00	3.79%
RIM-amp	2.95	500,000.00	7.58%
		<u>6,600,000.00</u>	
TOTAL FUNDS HELD ARE:		<u>7,868,430.02</u>	100.00%

These funds are comprised as follows:

	CURRENT A/C	INVESTMENTS	TOTAL
General Fund	-359,641.53	5,639,035.51	5,279,393.98
Combined Sewerage	1,596,531.12	960,964.49	2,557,495.61
Galore Hill Trust Fund	31,540.43		31,540.43
	<u>1,268,430.02</u>	<u>6,600,000.00</u>	<u>7,868,430.02</u>

RESERVES	Externally Restricted	2,589,036.04	
	Internally Restricted	4,010,963.96	0.00
	Unrestricted	1,268,430.02	
		<u>7,868,430.02</u>	

I hereby certify that all investments shown have been made in accordance with Section 625 of the Local Government Act 1993, the Regulations and Council's Investment Policy.


 Acting Director Corporate Services
 6 March 2017

Integrated Planning and Reporting Reference

E.4.2.1a – Continue to develop sound financial management policies and practices that help ensure Council's long-term financial sustainability.

Recommendation: That the Statement of Funds for January and February 2017 be received.

Notes:

17. QUARTERLY BUDGET REVIEW – DECEMBER 2016

(DCCS/F10-010)

Executive Summary

In accordance with the Local Government Act, 1993, a review of Council's Budget position as at 31 December 2016 has been undertaken and the following is submitted for Councillors consideration.

Report

General Fund

When Council adopted the 2016-2017 Operational Plan Budget in June 2016 Council budgeted for a surplus of \$25,167.00. The Budget Review at 31 December 2016 indicated an estimated **DEFICIT** of **\$36,937.00** as at 30 June 2017 after taking into account movements in revenue and expenditure for the quarter.

The December 2016 Quarterly Budget Review Statement details are following this report.

The significant adjustments to adopted budget for the second quarter are as follows:

- Interest on Investments Decrease Inc. \$30,000 1040-1231-0000
- Outdoor Staff – On Costs(Superannuation) Decrease Exp. \$34,000 1080-2007-0000

(Refer page 3 & 4 Quarterly Budget Review Statement for details of all budget adjustments.)

Combined Sewerage Fund

A review of Council's combined Sewerage Fund has been undertaken with items to note in the budget for the second quarter are as follows:

- Sewer Interest on Investments Decrease Inc. \$15,000 8405-1200-0000
- Sewer Consultants Decrease Exp. \$10,000 8405-2220-0000.

Integrated Planning and Reporting Reference

E.4.2.1a – Continue to develop sound financial management policies and practices that help ensure Council's long-term financial sustainability.

Legislative Policy & Planning Implications

As per Integrated Planning and Reporting Guidelines.

Budget & Financial Aspects

Fund	Original Estimates @ 1 July 2016	Amendments @ 30 Sept 2016	Amendments @ 31 Dec 2016	Revised Estimates @ 30 June 2017
General Fund- Net of Inc & Exp and Capital Budget	\$25,167.00	-\$78,623.00	\$16,519.00	-\$36,937.00
Sewerage Fund	\$4,600.00	\$5,513.00	-\$5,000.00	\$5,113.00
Net Consolidated Budget Surplus/(Deficit)	\$29,767.00	-\$73,110.00	\$11,519.00	-\$31,824.00

Attachments

1. Quarterly Budget Review Statement for the period 01/10/16 to 31/12/16.

Recommendation: That:

- a) The information be noted, and
- b) The adjustments in income, expenditure and reserves in the December 2016 Quarterly Budget Review be adopted.

Notes:

Attachment 1. – Quarterly Budget Review Statement for the period 01/10/16 to 31/12/16

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

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Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Lockhart Shire Council for the quarter ended 31/12/16 indicates that Council's projected financial position at 30/6/17 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  _____

date: 13/03/2017

Craig Fletcher
Responsible Accounting Officer

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - SUMMARY OF BUDGET ADJUSTMENTS		2016/17 Estimates	Amended Budget post Sept Review	Actuals Dec 2016	Dec Quarter Amendment	Amended Budget post Dec Review	Comments
G/L Account No.	Description						
1020-1090-0000	Hire/Rental of Council Chambers & Railway	750	750	938	250	1,000	
1020-1093-0000	OHS - Incentive Payment & Rebates	20,000	20,000	10,309	9,691	10,309	
1040-1020-0000	Residential Rates	12,674	12,674	11,037	1,637	11,037	
1040-1231-0000	Interest On Investment	170,000	170,000	45,406	30,000	140,000	
1540-1425-0000	Grant - RFS Transition			11,700	11,700	11,700	
2020-1150-0000	Env Services - Food Inspections	4,000	4,000	2,160	1,800	2,200	
2020-1160-0000	Env Services - Construction Certificates	9,500	9,500	3,658	1,500	8,000	
2020-1165-0000	Env Services - Other Fees	4,000	4,000	3,558	2,000	6,000	
2100-1420-0000	Grants - VCL - Noxious Pests	6,000	6,000	5,892	108	5,892	
2580-1410-0000	Grant - Youth Opportunities Program			7,938	7,938	7,938	
2622-1345-0000	Magnolia Lodge - Rent	34,000	34,000	18,449	2,000	36,000	
3022-1345-0000	Dwellings - Rent	22,000	22,000	15,539	8,000	30,000	
3024-1346-0000	Youth Flats - Rents	13,500	13,500	5,926	3,000	10,500	2 flats vacant
3060-1020-0000	WM - Additional Collections	7,680	4,440	7,680	3,240	7,680	
3060-1040-0000	WM - Non-Residential Additional Services	14,160	7,800	13,956	6,156	13,956	
3060-1135-0000	Tipping Fees	15,000	15,000	11,325	5,000	20,000	
3060-1410-0000	Pensioner Rebate - DWM	18,800	18,800	20,672	1,800	20,600	
3180-1100-0000	Public Cemeteries	42,000	42,000	25,314	5,000	47,000	
3540-1405-0000	Museum - Advisor Travel Grant	2,850	2,850	3,000	150	3,000	
5010-1415-0000	Heavy Vehicle Safety & Productivity Programme			500,000	1,500,000	1,500,000	Storm Funding
5540-1150-0000	Caravan Park - Rent	50,000	40,000	17,966	5,000	35,000	poor Spring & Summer occupancy
5664-1345-0000	Offices & Leases - Income	2,000	2,000	4,750	5,200	7,200	
5667-1901-0000	Lockhart Memorial Hall - Hire Income	1,200	1,200	1,470	800	2,000	
Net Increase to General Fund Income Accounts					1,506,498		
0500-2245-0000	Members Accident Insurance	19,000	19,000	19,263	263	19,263	
0500-2355-0000	Memberships	20,000	20,000	17,163	2,837	17,163	
1020-2245-0000	Insurance Expense	62,000	62,000	61,405	595	61,405	
1020-2260-0000	Telephone Expenses	42,000	42,000	17,272	2,000	40,000	
1020-2305-0000	Advertising	5,500	5,500	4,310	1,500	7,000	
1020-2311-0000	Valuation Fees	24,700	24,700	24,875	175	24,875	
1020-2335-0000	Cleaning Costs - Admin Building	20,000	20,000	15,824	5,000	25,000	
1020-2355-0000	Subscriptions	8,000	8,000	7,199	2,000	10,000	
1020-2385-0000	Recruitment Expenses	5,000	25,200	25,418	2,000	27,200	Recruitment of GM
1060-2360-0000	Engineering - Other Expenses	4,000	4,000	3,975	750	4,750	
1080-2007-0000	Outdoor Staff - On Costs (Superannuation)	198,000	198,000	58,804	34,000	164,000	reduction in "additional contributions"
1540-2245-0000	Bush Fire Facilities - Insurance	2,800	2,800	2,778	22	2,778	
1620-2330-0000	SES - Working Expenses	1,500	1,500	22,594	21,500	23,000	Resolution 20/16

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - SUMMARY OF BUDGET ADJUSTMENTS		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
2100-2070-0000	Noxious Weeds - Training			2,539	4,000	4,000	
2560-2370-0000	OSHC - Sundry Expenses	7,000	7,000	7,235	5,000	12,000	
2600-2270-0000	KAB NSW - EnviroMentors	3,100	3,100	3,349	249	3,349	
2622-2245-0000	Magnolia Lodge - Insurance	4,400	4,400	4,182	218	4,182	
3022-2245-0000	Dwellings - Insurance	4,700	4,700	5,735	1,035	5,735	
3022-2275-0000	Dwellings - Rates & Water Charges	3,300	3,300	3,805	1,500	4,800	
3024-2285-0000	Youth Flats - Insurance	1,900	1,900	1,789	111	1,789	
3060-2275-0000	Rubbish Tip - Rates Council Property	900	900	1,015	115	1,015	
3060-2300-0000	Pensioner Abandoned Rates - Combined	34,800	34,800	37,092	2,300	37,100	
3060-2303-0000	Recycling Charges - Cleanaway	86,500	86,500	32,229	4,000	82,500	
3060-2304-0000	Waste Mgt Charges - Cleanaway	105,195	105,195	39,671	4,500	100,695	
3520-2265-0000	Library - Contribution To R.R.L.	116,484	116,484	50,929	10,111	106,373	
3540-2275-0000	Museum - Rates & Water Charges	1,400	1,400	1,971	571	1,971	
3644-2245-0000	Lockhart Pool - Insurance	6,800	6,800	6,493	307	6,493	
3646-2245-0000	The Rock Pool - Insurance	7,600	7,600	6,621	979	6,621	
3646-2330-0000	The Rock Pool - Repairs & Maint	20,000	20,000	20,633	7,500	27,500	tree removal & breakdowns
3680-2245-0000	Parks & Gardens - Insurance	3,000	3,000	2,723	277	2,723	
4560-2390-0000	Quarries Operating Expenses	8,500	8,500	-	4,500	4,000	
5040-2330-0000	Regional Roads R&M	300,000	307,388	225,366	2,612	310,000	part additional Block Grant
5065-2330-0000	Rural Rds Sealed R&M	171,000	171,000	176,430	26,000	197,000	
5100-2331-0000	Culverts R&M	30,000	30,000	-	30,000	-	
5105-2330-0000	Storm Repairs			376,317	1,500,000	1,500,000	Storm Funding
5664-2245-0000	Offices & Leases - Insurance	600	600	467	133	467	
5664-2275-0000	Offices & Leases - Rates & Water	12,000	12,000	12,465	1,000	13,000	
5667-2245-0000	Lockhart Memorial Hall - Insurance	3,200	3,200	3,035	165	3,035	
5670-2245-0000	The Rock Med Centre - Insurance	2,050	2,050	1,918	132	1,918	
5675-2245-0000	Lockhart Med Centre - Insurance	3,200	3,200	2,996	204	2,996	
Net Increase to General Fund Expense Accounts				1,489,979			
Net Increase to General Fund Road Capital and R&M Accounts				-			
Net Increase to General Fund Income Accounts				1,506,498			
Net Increase to General Fund Expense Accounts				1,489,979			
NET BUDGET ADJUSTMENT-Dec Quarter				16,519			
NET BUDGET ADJUSTMENT-Sept Quarter				78,623			
				Adopted Budget June 2016			
				25,167			
AMENDED BUDGET DEFICIT post DEC review				36,937			

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	Comments
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	
GOVERNANCE							
0500-2010-0000	Councillors Travel Exp & Sustenance	6,700	6,700	2,966		6,700	
0500-2035-0000	Uniform Expenses - Councillors	1,000	1,000	235		1,000	
0500-2070-0000	Training Expenses - Councillors	5,000	5,000	145		5,000	
0500-2225-0000	Mayoral Allowance	24,630	24,630	10,013		24,630	
0500-2230-0000	Councillors Fees	72,000	72,000	30,610		72,000	
0500-2235-0000	Delegates Expenses - Councillors	12,000	12,000	6,737		12,000	
0500-2245-0000	Members Accident Insurance	19,000	19,000	19,263	263	19,263	
0500-2285-0000	Election Expenses	24,000	24,000	2,115		24,000	
0500-2295-0000	Sustenance, Meals - Council	4,500	4,500	1,546		4,500	
0500-2355-0000	Memberships	20,000	20,000	17,163	2,837	17,163	
0500-2360-0000	Governance Other Exps	7,000	7,000	3,793		7,000	
	Sub-Total Expenses	195,830	195,830	94,586		193,256	
ADMINISTRATION							
1020-1010-0000	Certificates - Section 603	5,500	5,500	3,368		5,500	
1020-1020-0000	Sundry Admin Income GST	1,500	13,500	13,315		13,500	ESPL funding & WWCC Planning
1020-1080-0000	Employees Contrib To Vehicle Exps	5,460	5,460	2,860		5,460	
1020-1090-0000	Hire/Rental Of Council Chambers & Railway	750	750	938	250	1,000	
1020-1093-0000	OHS - Incentive Payment & Rebates	20,000	20,000	10,309	9,691	10,309	
	Sub-Total Income	33,210	45,210	30,790		35,769	
1020-2000-0000	Admin - Salaries & Allowances	850,000	850,000	372,870		850,000	
1020-2007-0000	Admin - OnCosts(Sup,W/C,FBT)	123,500	123,500	48,609		123,500	
1020-2010-0000	Travelling - Admin	34,500	34,500	18,136		34,500	
1020-2035-0000	Contribution For Corporate Uniforms	4,250	4,250	559		4,250	
1020-2070-0000	Training	75,000	75,000	13,184		75,000	
1020-2075-0000	Delegates Expenses	13,000	13,000	7,045		13,000	
1020-2090-0000	REROC Membership	13,800	13,659	13,659		13,659	
1020-2110-0000	Interest Expense - Loans	64,752	64,752	11,337		64,752	
1020-2125-0000	Bank Charges	13,000	13,000	7,228		13,000	
1020-2136-0000	Print & Copier Expenses	37,000	37,000	20,525		37,000	
1020-2200-0000	Audit Fees	16,000	21,100	5,750		21,100	additional audit work Note 9a
1020-2210-0000	Bad & Doubtful Debts	750	750	-		750	
1020-2220-0000	Consultants	30,000	30,000	21,576		30,000	
1020-2225-0000	Legal Expenses	2,000	2,000	574		2,000	
1020-2245-0000	Insurance Expense	62,000	62,000	61,405	595	61,405	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	Comments
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	
1020-2255-0000	Electricity - Admin Building	17,500	17,500	6,434		17,500	
1020-2260-0000	Telephone Expenses	42,000	42,000	17,272	2,000	40,000	
1020-2275-0000	Rates & Water Charges	3,500	3,500	1,687		3,500	
1020-2305-0000	Advertising	5,500	5,500	4,310	1,500	7,000	
1020-2308-0000	Section 356 Contributions	48,600	48,600	28,488		48,600	
1020-2310-0000	Other Expenses Admin	10,000	10,000	4,033		10,000	
1020-2311-0000	Valuation Fees	24,700	24,700	24,875	175	24,875	
1020-2315-0000	Postage	9,800	9,800	5,528		9,800	
1020-2320-0000	Stationery Supplies	14,000	14,000	9,151		14,000	
1020-2325-0000	Printing Council Newsletter	15,000	15,000	7,227		15,000	
1020-2330-0000	Repairs & Maintenance - Admin Building	7,500	7,500	2,319		7,500	
1020-2335-0000	Cleaning Costs - Admin Building	20,000	20,000	15,824	5,000	25,000	
1020-2345-0000	Grant Writer Expenses	10,000	10,000	1,701		10,000	
1020-2355-0000	Subscriptions	8,000	8,000	7,199	2,000	10,000	
1020-2370-0000	Website Fees/Charges	3,200	3,200	2,280		3,200	
1020-2380-0000	IT/Software Lic Expenses	80,000	80,000	53,859		80,000	
1020-2385-0000	Recruitment Expenses	5,000	25,200	25,418	2,000	27,200	Recruitment of GM
	Sub-Total Expenses	1,663,852	1,689,011	820,062		1,697,091	
	GENERAL REVENUE						
1040-1000-0000	Ordinary Farmland Rates	1,762,581	1,762,581	1,762,452		1,762,581	
1040-1020-0000	Residential Rates	12,674	12,674	11,037	1,637	11,037	
1040-1040-0000	Rural Residential Rates	36,517	36,517	36,443		36,517	
1040-1050-0000	Business Rates	19,523	19,523	18,996		19,523	
1040-1080-0000	Lockhart Residential Rates	148,355	148,355	148,738		148,355	
1040-1110-0000	Lockhart Business Rates	52,568	52,568	52,806		52,568	
1040-1140-0000	The Rock Residential Rates	134,547	134,547	134,647		134,547	
1040-1180-0000	The Rock Business Rates	20,274	20,274	20,801		20,274	
1040-1190-0000	Yerong Creek Residential Rates	17,145	17,145	17,257		17,145	
1040-1200-0000	Yerong Creek Business Rates	4,422	4,422	4,422		4,422	
	SUB TOTAL GENERAL RATES INCOME	2,208,606	2,208,606	2,207,599		2,206,969	
1040-1225-0000	Interest On Rates	8,000	8,000	3,350		8,000	
1040-1231-0000	Interest On Investment	170,000	170,000	45,406	30,000	140,000	
1040-1400-0000	Financial Assistance Grant - General Component	2,081,000	2,127,399	1,063,700		2,127,399	LG Grants Commission 15-Aug-16
1040-1410-0000	Grants - Pensioner Rate Subsidy	18,600	18,600	18,233		18,600	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
1040-1800-0000	Special Bushfire Services Rate	115,195	115,195	115,176		115,195	
1040-2300-0000	Less: Pension Aband Rates Resid	33,800	33,800	33,501		33,800	
	Total GENERAL REVENUE Income	2,358,995	2,405,394	1,212,364		2,375,394	
	ENGINEERING & WORKS						
1060-1355-0000	Plant Hire Income	1,650,000	1,650,000	713,292		1,650,000	
1060-1375-0000	Engineer & Works-Diesel Fuel Rebate	45,000	45,000	16,842		45,000	
1080-1600-0000	Outdoor Staff - Oncost Recoveries	550,000	550,000	285,334		550,000	
1060-1520-0000	Other Income - HVIS & Oversize Permits	2,200	2,200	191		2,200	
	Sub-Total Income	2,247,200	2,247,200	1,015,659		2,247,200	
1060-2000-0000	Engineering - Salaries & Allowances	379,000	379,000	174,581		379,000	
1060-2007-0000	Engineering - OnCosts(Sup,W/C,FBT)	66,000	66,000	27,672		66,000	
1060-2010-0000	Engineering - Travelling	36,000	36,000	18,492		36,000	
1060-2360-0000	Engineering - Other Expenses	4,000	4,000	3,975	750	4,750	
1060-2390-0000	Depot Expenses	40,000	40,000	25,604		40,000	
1080-2005-0000	Outdoor Staff - Leave All Types	295,000	295,000	153,988		295,000	
1080-2007-0000	Outdoor Staff - On Costs (Superannuation)	198,000	198,000	58,804	34,000	164,000	reduction in "additional contributions"
1080-2035-0000	Outdoor Staff - Safety Equipment PPE	15,000	15,000	8,296		15,000	
1080-2040-0000	Outdoor Staff - W/Comp Insurances	80,000	80,000	39,778		80,000	
1080-2045-0000	Outdoor Staff - W/Comp Excess	1,200	1,200	-		1,200	
1080-2500-0000	Plant Running Expenses	850,000	850,000	454,210		850,000	
	Sub-Total Expenses	1,964,200	1,964,200	965,400		1,930,950	
	Net Result Surplus/(Deficit)	283,000	283,000	50,259		316,250	
	DEPRECIATION						
1490-2900-0000	Depreciation - Plant & Equipment	461,000	461,000	230,500		461,000	
1490-2905-0000	Depreciation - Office Equipment	25,000	25,000	12,500		25,000	
1490-2910-0000	Depreciation - Furniture & Fittings	10,000	10,000	5,000		10,000	
1490-2915-0000	Depreciation - Buildings Non Specialised	22,000	22,000	11,000		22,000	
1490-2920-0000	Depreciation - Buildings Specialised	210,000	210,000	105,000		210,000	
1490-2925-0000	Depreciation - Structures	105,000	105,000	52,500		105,000	
1490-2930-0000	Depreciation - Roads, Bridges, Footpaths	1,835,000	1,835,000	917,500		1,835,000	
1490-2935-0000	Depreciation - Stormwater Drainage	7,000	7,000	3,500		7,000	
		2,675,000	2,675,000	1,337,500		2,675,000	
	FIRE PROTECTION						
1540-1400-0000	Grant - Section B&C	46,000	-	-		-	change to RFS allocation
1540-1420-0000	Grant - Hazard Reduction BRIMS	25,000	25,000	25,000		25,000	

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G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
1540-1425-0000	Grant - RFS Transition			11,700	11,700	11,700	
1540-1460-0000	Grant - Bushfire Claimable Expenses	45,000	45,000	-		45,000	
	Sub-Total Income	116,000	70,000	36,700		81,700	
1540-2265-0000	NSW Rural Fire Service - Contribution	117,240	157,000	117,750		157,000	increase to RFS contribution
1540-2270-0000	Fire & Rescue NSW - Contribution	17,000	16,780	8,390		16,780	as per Annual Assessment Notice
1540-2245-0000	Bush Fire Facilities - Insurance	2,800	2,800	2,778	22	2,778	
1540-2275-0000	Bush Fire - Rates & Water Charges	3,100	3,100	2,597		3,100	
1540-2330-0000	Claimable Bushfire Expenses	45,000	45,000	45,775		45,000	
1540-2333-0000	Hazard Reduction Expenses BRIMS	25,000	25,000	25,000		25,000	
1540-2346-0000	Bush Fire - Other Expenses	3,500	3,500	1,476		3,500	
	Sub-Total Expenses	213,640	253,180	203,766		253,158	
	Net Result Surplus/(Deficit)	97,640	183,180	167,066		171,458	
	ANIMAL CONTROL						
1560-1110-0000	Dog Impounding Fees	600	600	325		600	
1560-1130-0000	Registration Income	1,200	1,200	149		1,200	
	Sub-Total Income	1,800	1,800	474		1,800	
1560-2270-0000	Registration Expenses	4,500	4,500	33		4,500	
	Sub-Total Expenses	4,500	4,500	33		4,500	
	Net Result Surplus/(Deficit)	2,700	2,700	441		2,700	
	EMERGENCY SERVICES						
1620-2275-0000	SES - Rates & Water Charges	2,200	2,200	1,291		2,200	
1620-2290-0000	SES - Yearly Contributions	9,500	6,054	3,027		6,054	as per Annual Assessment Notice
1620-2330-0000	SES - Working Expenses	1,500	1,500	22,594	21,500	23,000	Resolution 20/16
	Sub-Total Expenses	13,200	9,754	26,912		31,254	
	ENVIRONMENTAL SERVICES						
2020-1140-0000	Env Services - DA Fees	16,000	16,000	7,274		16,000	
2020-1144-0000	Env Services - Subdivision Fees	2,000	2,000	468		2,000	
2020-1150-0000	Env Services - Food Inspections	4,000	4,000	2,160	1,800	2,200	
2020-1155-0000	Env Services - 149 Planning Certificates	6,500	6,500	3,526		6,500	
2020-1160-0000	Env Services - Construction Certificates	9,500	9,500	3,658	1,500	8,000	
2020-1165-0000	Env Services - Other Fees	4,000	4,000	3,558	2,000	6,000	
2020-1170-0000	Env Services - Occupation Certificates	3,000	3,000	1,440		3,000	
2020-1175-0000	Env Services - Compliance Certificate	2,000	2,000	361		2,000	new previously in Other Fees
2020-1180-0000	Env Services - Applic to Install Plumb & Drain	3,000	3,000	1,450		3,000	new previously in Other Fees
2020-1405-0000	Env Services - S94A Contributions	12,000	12,000	1,350		12,000	transferred to reserve

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G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
	Sub-Total Income	62,000	62,000	25,245		60,700	
2020-2000-0000	Env Services - Salaries & Allowances	166,000	166,000	78,667		166,000	
2020-2007-0000	Env Services - OnCosts(Sup,W/C,FBT)	28,000	28,000	10,913		28,000	
2020-2010-0000	Env Services - Travelling Expenses	10,000	10,000	6,979		10,000	
2020-2025-0000	Env Services - DCP & S64 Plans	15,000	15,000	9,760		15,000	
2020-2275-0000	Env Services - Consultants	5,000	5,000	785		5,000	
2020-2280-0000	Env Services - Food Shop Inspections	4,000	4,000	1,900		4,000	
2020-2330-0000	Env Services - Early Warning System Exps	8,000	8,000	6,845		8,000	
2020-2355-0000	Env Services - Accreditation Fees	4,500	4,500	1,500		4,500	
2020-2360-0000	Env Services - Other Expenses	2,000	2,000	12		2,000	
	Sub-Total Expenses	242,500	242,500	117,361		242,500	
	Net Result Surplus/(Deficit)	180,500	180,500	92,116		181,800	
	FLOOD STUDIES & MITIGATION WORKS						
2020-1411-0000	Env Services - Flood Mit. Voluntary Purchase Grant	540,000	540,000	173,179		540,000	
	Sub-Total Income	540,000	540,000	173,179		540,000	
2020-2340-0000	Env Services - Flood Mit. Voluntary Purchase	630,000	630,000	215,946		630,000	
	Sub-Total Expenses	630,000	630,000	215,946		630,000	
	Net Result Surplus/(Deficit)	90,000	90,000	42,767		90,000	Funded from Reserves
	NOXIOUS WEEDS						
2100-1400-0000	Noxious Plt-Grants - Inspectorial	53,475	47,450	47,450		47,450	allocation as advised by lead agency
2100-1420-0000	Grants - VCL - Noxious Pests	6,000	6,000	5,892	108	5,892	
	Sub-Total Income	59,475	53,450	53,342		53,342	
2100-2000-0000	Noxious Weeds - Inspectors Salary	56,000	56,000	20,350		56,000	
2100-2007-0000	Noxious Weeds - OnCosts(Sup,W/C,FBT)	8,400	8,400	3,546		8,400	
2100-2010-0000	Noxious Weeds - Travelling	7,000	7,000	2,130		7,000	
2100-2070-0000	Noxious Weeds - Training			2,539	4,000	4,000	
2100-2280-0000	Destruction Of Pests	6,000	6,000	3,684		6,000	
2100-2281-0000	Landcare Expenses - Environmental Weeds	6,000	6,000	1,986		6,000	
2100-2283-0000	Noxious Weeds - Invasive Weeds LCA Lands	37,000	37,000	13,894		37,000	
2100-2285-0000	Noxious Weeds - Other Expenditure	750	750	-		750	
2100-2365-0000	Noxious Weeds - ERNWAG M'Ship	2,750	2,750	2,500		2,750	
	Sub-Total Expenses	123,900	123,900	50,629		127,900	
	Net Result Surplus/(Deficit)	64,425	70,450	2,713		74,558	
	OUT OF SCHOOL HOURS CARE						
2560-1205-0000	OSHC - Customer Payments	34,700	34,700	16,084		34,700	

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G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
2560-1206-0000	OSHC - CCMS Payments	32,000	32,000	10,997		32,000	
2560-1405-0000	OSHC - Operating Grant	20,000	20,000	11,100		20,000	
	Sub-Total Income	86,700	86,700	38,181		86,700	
2560-2000-0000	OSHC - Wages & Salaries	78,600	78,600	42,844		78,600	
2560-2007-0000	OSHC - On Costs (Super & W/Comp)	9,200	9,200	4,569		9,200	
2560-2370-0000	OSHC - Sundry Expenses	7,000	7,000	7,235	5,000	12,000	
	Sub-Total Expenses	94,800	94,800	54,648		99,800	
	Net Result Surplus/(Deficit)	8,100	8,100	16,467		13,100	
	YOUTH SERVICES						
2580-1400-0000	Grant - Youth Week	1,200	1,200	1,230		1,200	
2580-1410-0000	Grant - Youth Opportunities Program			7,938	7,938	7,938	
2580-2265-0000	Youth Services	9,000	9,000	5,562		9,000	Expenditure re: Grant 2580-1410
2580-2270-0000	Youth Officer	22,000	22,000	-		22,000	
2600-2270-0000	KAB NSW - EnviroMentors	3,100	3,100	3,349	249	3,349	
	Sub-Total Expenses	34,100	34,100	8,911		34,349	
	Net Result Surplus/(Deficit)	32,900	32,900	7,681		33,149	
	MAGNOLIA LODGE						
2622-1345-0000	Magnolia Lodge - Rent	34,000	34,000	18,449	2,000	36,000	
2622-2245-0000	Magnolia Lodge - Insurance	4,400	4,400	4,182	218	4,182	
2622-2255-0000	Magnolia Lodge - Electricity	1,500	1,500	693		1,500	
2622-2275-0000	Magnolia Lodge - Rate & Water Charges	10,500	10,500	7,839		10,500	
2622-2330-0000	Magnolia Lodge - Repairs & Maint	15,000	15,000	5,286		15,000	
	Sub-Total Expenses	31,400	31,400	18,000		31,182	
	Net Result Surplus/(Deficit)	2,600	2,600	449		4,818	
	COUNCIL HOUSING						
3022-1345-0000	Dwellings - Rent	22,000	22,000	15,539	8,000	30,000	
3022-2245-0000	Dwellings - Insurance	4,700	4,700	5,735	1,035	5,735	
3022-2275-0000	Dwellings - Rates & Water Charges	3,300	3,300	3,805	1,500	4,800	
3022-2330-0000	Dwellings - Repairs & Maint	9,000	9,000	692		9,000	
	Sub-Total Expenses	17,000	17,000	10,232		19,535	
	Net Result Surplus/(Deficit)	5,000	5,000	5,307		10,465	
	YOUTH FLATS						
3024-1346-0000	Youth Flats - Rents	13,500	13,500	5,926	3,000	10,500	2 flats vacant
3024-2275-0000	Youth Flats - Rates & Water Charges	4,200	4,200	3,467		4,200	
3024-2285-0000	Youth Flats - Insurance	1,900	1,900	1,789	111	1,789	

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G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
3024-2330-0000	Youth Flats - Repairs & Maint	7,400	7,400	2,141		7,400	
	Sub-Total Expenses	13,500	13,500	7,397		13,389	
	Net Result Surplus/(Deficit)	0	-	1,471		2,889	
	DOMESTIC WASTE MANAGEMENT						
3060-1000-0000	DWM Charge - Residential	343,100	344,168	344,623		344,168	
3060-1010-0000	DWM Charge - Residential Vacant	10,400	10,404	10,379		10,404	
3060-1020-0000	WM - Additional Collections	7,680	4,440	7,680	3,240	7,680	
3060-1030-0000	WM - Non-Residential	44,895	44,530	44,530		44,530	
3060-1040-0000	WM - Non-Residential Additional Services	14,160	7,800	13,956	6,156	13,956	
3060-1015-0000	WM - Non-Residential Vacant	3,100	3,100	3,100		3,100	
3060-1070-0000	Tip Availability Fee	19,000	19,045	19,082		19,045	
3060-1135-0000	Tipping Fees	15,000	15,000	11,325	5,000	20,000	
3060-1340-0000	WM - Sale of Big Bins	3,000	3,000	818		3,000	
3060-1410-0000	Pensioner Rebate - DWM	18,800	18,800	20,672	1,800	20,600	
	Sub-Total Income	479,135	470,286	476,165		486,482	
3060-2265-0000	Tidy Towns Competition	2,000	2,000	650		2,000	
3060-2275-0000	Rubbish Tip - Rates Council Property	900	900	1,015	115	1,015	
3060-2280-0000	Waste Management - Other	20,000	20,000	8,019		20,000	
3060-2281-0000	Kerbside Pickup Program	11,000	14,829	14,829		14,829	
3060-2300-0000	Pensioner Abandoned Rates - Combined	34,800	34,800	37,092	2,300	37,100	
3060-2301-0000	Recycling - Lions Club Lockhart	3,200	3,200	706		3,200	
3060-2302-0000	Recycling Expenses	2,500	2,500	1,170		2,500	
3060-2303-0000	Recycling Charges - Cleanaway	86,500	86,500	32,229	4,000	82,500	
3060-2304-0000	Waste Mgt Charges - Cleanaway	105,195	105,195	39,671	4,500	100,695	
3060-2330-0000	Rubbish Tips - Operating Costs	210,000	210,000	78,806		210,000	
	Sub-Total Expenses	476,095	479,924	214,187		473,839	
	Net Result Surplus/(Deficit)	3,040	9,637	261,978		12,644	
	PUBLIC CEMETERIES & TOILETS						
3180-1100-0000	Public Cemeteries	42,000	42,000	25,314	5,000	47,000	
3180-2275-0000	Public Cemeteries - Rates & Water Charges	10,000	10,000	549		10,000	
3180-2330-0000	Public Cemeteries - Repairs & Mntce	66,000	66,000	31,859		66,000	
	Sub-Total Expenses	76,000	76,000	32,408		76,000	
	Net Result Surplus/(Deficit)	34,000	34,000	7,094		29,000	
	HERITAGE						
3220-1400-0000	Heritage Grants	5,000	5,000	-		5,000	

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G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	
3220-1420-0000	Heritage Advisor Grant	7,500	6,000	-		6,000	change, maximum allowed for 16-17
	Sub-Total Income	12,500	11,000	-		11,000	
3220-2360-0000	Heritage Advisor	10,000	10,000	3,139		10,000	
3220-2365-0000	Heritage Fund	15,000	15,000	-		15,000	
3220-2375-0000	Heritage Other Expenses	500	500	-		500	
	Sub-Total Expenses	25,500	25,500	3,139		25,500	
	Net Result Surplus/(Deficit)	13,000	14,500	3,139		14,500	
	PUBLIC LIBRARIES						
3520-1400-0000	Library - Per Capita Subsidy	15,600	15,600	-		15,600	
3520-1410-0000	Library - Local Special Project Grant	4,440	4,440	-		4,440	
		20,040	20,040	-		20,040	
3520-2000-0000	Library - Salaries & Wages	3,200	3,200	383		3,200	
3520-2265-0000	Library - Contribution To R.R.L.	116,484	116,484	50,929	10,111	106,373	
3520-2360-0000	Library - Other Expenses	1,800	1,800	155		1,800	
	Sub-Total Expenses	121,484	121,484	51,467		111,373	
	Net Result Surplus/(Deficit)	101,444	101,444	51,467		91,333	
	MUSEUMS						
3540-1403-0000	Museum - Advisor Grant	7,000	7,000	7,000		7,000	
3540-1405-0000	Museum - Advisor Travel Grant	2,850	2,850	3,000	150	3,000	
	Sub-Total Income	9,850	9,850	10,000		10,000	
3540-2270-0000	Museum - Advisor	14,000	14,000	7,000		14,000	
3540-2271-0000	Museum - Advisor Travel	2,850	2,850	1,795		2,850	
3540-2272-0000	Museum - Advisor Special Projects	1,000	1,000	-		1,000	
3540-2275-0000	Museum - Rates & Water Charges	1,400	1,400	1,971	571	1,971	
3540-2280-0000	Museum - Other Expenses	500	500	-		500	
	Sub-Total Expenses	19,750	19,750	10,766		20,321	
	Net Result Surplus/(Deficit)	9,900	9,900	766		10,321	
	PUBLIC HALLS						
3600-2265-0000	Public Halls - Subsidies S356	15,500	15,500	15,500		15,500	
3600-2330-0000	Public Halls - Repairs & Maint	5,000	5,000	-		5,000	
	Sub-Total Expenses	20,500	20,500	15,500		20,500	
	OTHER CULTURAL SERVICES						
3620-2263-0000	Purchase SOL Artworks	1,000	1,000	636		1,000	
3620-2265-0000	Contribution To ERAP	3,850	3,850	3,817		3,850	
	Sub-Total Expenses	4,850	4,850	4,453		4,850	

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G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
LOCKHART POOL							
3644-2100-0000	Lockhart Pool - Contractor Payments	16,000	16,000	10,000		16,000	
3644-2245-0000	Lockhart Pool - Insurance	6,800	6,800	6,493	307	6,493	
3644-2255-0000	Lockhart Pool - Electricity	14,500	14,500	1,711		14,500	
3644-2260-0000	Lockhart Pool - Telephone	350	350	138		350	
3644-2275-0000	Lockhart Pool - Rates & Water Charges	5,500	5,500	1,298		5,500	
3644-2330-0000	Lockhart Pool - Repairs & Maint	25,000	25,000	17,218		25,000	
	Sub-Total Expenses	68,150	68,150	36,858		67,843	
THE ROCK POOL							
3646-2100-0000	The Rock Pool - Contractor Payments	16,000	16,000	10,000		16,000	
3646-2245-0000	The Rock Pool - Insurance	7,600	7,600	6,621	979	6,621	
3646-2255-0000	The Rock Pool - Electricity	4,500	4,500	657		4,500	
3646-2260-0000	The Rock Pool - Telephone	350	350	173		350	
3646-2275-0000	The Rock Pool - Rates & Water Charges	3,000	3,000	739		3,000	
3646-2330-0000	The Rock Pool - Repairs & Maint	20,000	20,000	20,633	7,500	27,500	tree removal & breakdowns
	Sub-Total Expenses	51,450	51,450	38,823		57,971	
PARKS & GARDENS							
3680-2000-0000	Parks & Gardens - Inspections	4,500	4,500	1,432		4,500	
3680-2245-0000	Parks & Gardens - Insurance	3,000	3,000	2,723	277	2,723	
3680-2255-0000	Parks & Gardens - Electricity	5,000	5,000	2,273		5,000	
3680-2265-0000	Parks & Gardens - S.356 Sub To Comm	52,400	52,400	52,400		52,400	
3680-2275-0000	Parks & Gardens - Rates & Water	19,000	19,000	6,903		19,000	
3680-2330-0000	Parks & Gardens - Repairs & Maint	257,000	257,000	111,959		257,000	
3680-2331-0000	Public Toilets - Repairs & Maint	25,000	25,000	12,953		25,000	
3680-2346-0000	Parks & Gardens - Minor Plant Purch	4,000	4,000	1,529		4,000	
	Sub-Total Expenses	369,900	369,900	192,172		369,623	
QUARRIES & PITS							
4560-2275-0000	Quarries - Rates & Water Charges	4,000	4,000	3,723		4,000	
4560-2390-0000	Quarries Operating Expenses	8,500	8,500	-	4,500	4,000	
	Sub-Total Expenses	12,500	12,500	3,723		8,000	
TRANSPORT & ROADS							
5010-1415-0000				500,000	1,500,000	1,500,000	Storm Funding
5020-1400-0000	PAMP Grant - Pedestrian Access & Mobility Plan	45,000	45,000	-		45,000	
5040-1400-0000	Block Grant - Regional Rds Op	840,000	857,000	428,500		857,000	additional Block Grant to budget
5040-1410-0000	Block Grant - Regional Rds Supplementary Op	101,000	101,000	50,500		101,000	

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GENERAL FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
5040-1420-0000	Block Grant - Regional Rds Traffic Control Op	66,000	67,000	33,500		67,000	additional Block Grant to budget
5040-1480-0000	RMS Grant - Reg Rds Repair Program - RRRP	170,000	172,500	-		172,500	as notified by RMS 2-Aug-16
5080-1480-0000	Financial Assistance Grant - Roads Component	1,489,580	1,489,983	744,992		1,489,983	LG Grants Commission 15-Aug-16
5080-1490-0000	R2R Grant - Roads To Recovery Program	1,630,943	1,630,943	369,889		1,630,943	
5010-1400-0000	Fixing Country Roads		798,780			798,780	
5010-1410-0000	Heavy Vehicle Safety & Productivity Programme		1,597,500			1,597,500	
	Sub-Total Income	4,342,523	6,759,706	1,627,381		6,759,706	
5020-2330-0000	Urban Roads R&M	20,000	20,000	49,463		20,000	
5040-2330-0000	Regional Roads R&M	300,000	307,388	225,366	2,612	310,000	part additional Block Grant
5065-2330-0000	Rural Rds Sealed R&M	171,000	171,000	176,430	26,000	197,000	
5100-2330-0000	Rural Rds Unsealed R&M	490,000	490,000	257,745		490,000	
5105-2330-0000	Storm Repairs			376,317	1,500,000	1,500,000	Storm Funding
5100-2331-0000	Culverts R&M	30,000	30,000	-	30,000	-	
5260-2330-0000	Footpaths, Kerb&Gutter R&M	20,000	20,000	1,288		20,000	
	Sub-Total Expenses	1,031,000	1,038,388	1,086,609		2,537,000	
5280-2330-0000	Airstrip Maintenance	8,000	8,000	4,295		8,000	
5320-2330-0000	Bus Shelters Repairs & Maint	2,000	2,000	237		2,000	
5400-2330-0000	Street Lighting	47,000	47,000	17,625		47,000	
5420-2265-0000	Road Safety Officer	20,000	20,000	-		20,000	
5420-2330-0000	Trees - Repairs & Maint	75,000	75,000	25,653		75,000	
5420-2360-0000	Water Services - Lkt Stand Pipe	1,800	1,800	-		1,800	
5425-2332-0000	Street Cleaning - Repairs & Maint	55,000	55,000	11,948		55,000	
	Sub-Total Expenses	208,800	208,800	59,758		208,800	
	Sub-Total Expenses	1,239,800	1,247,188	1,146,367		2,745,800	
	Net Result Surplus/(Deficit)	3,102,723	5,512,518	481,014		4,013,906	
	CARAVAN PARK						
5540-1150-0000	Caravan Park - Rent	50,000	40,000	17,966	5,000	35,000	poor Spring & Summer occupancy
5540-1170-0000	Caravan Park - Washing Machine	750	750	182		750	
	Sub-Total Income	50,750	40,750	18,148		35,750	
5540-2255-0000	Caravan Park - Electricity Charges	8,500	8,500	4,911		8,500	
5540-2275-0000	Caravan Park - Rates & Water Charges	6,500	6,500	2,901		6,500	
5540-2290-0000	Caravan Park - Caretakers Commission	28,000	28,000	13,200		28,000	
5540-2330-0000	Caravan Park - Repairs & Maint	13,000	13,000	6,083		13,000	
	Sub-Total Expenses	56,000	56,000	27,095		56,000	
	Net Result Surplus/(Deficit)	5,250	15,250	8,947		20,250	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	Comments
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	
TOURISM & AREA PROMOTION							
5560-2070-0000	Tourism - Delegates Expenses	2,400	2,400	104		2,400	
5560-2265-0000	Tourism - Memberships	7,500	7,500	3,029		7,500	
5560-2305-0000	Tourism - Advertising	31,000	31,000	12,051		31,000	
5560-2308-0000	Tourism - Printing	3,000	3,000	606		3,000	
5560-2315-0000	Tourism - Promotional Material	3,000	3,000	-		3,000	
5560-2320-0000	Tourism - Workshop Expenses	2,500	2,500	180		2,500	
5560-2330-0000	Tourism - Information Bay	4,300	4,300	856		4,300	
5560-2350-0000	Economic Development Promotion	25,000	25,000	10,194		25,000	
5560-2360-0000	Tourism - Other Expenses	1,000	1,000	-		1,000	
	Sub-Total Expenses	79,700	79,700	27,020		79,700	
INDUSTRIAL DEVELOPMENT							
5580-2330-0000	Industrial Park - Repairs & Maint	1,000	1,000	-		1,000	
5580-2375-0000	Industrial Park - Rates & Water Charges	10,000	10,000	9,534		10,000	
	Sub-Total Expenses	11,000	11,000	9,534		11,000	
REAL ESTATE DEVELOPMENT							
5620-2275-0000	Real Estate - Rates On Land For Sales	17,000	17,000	13,955		17,000	
PRIVATE & OTHER WORKS							
5662-1125-0000	Private Works Minor	10,000	10,000	4,631		10,000	
5662-1130-0000	Private Works Major	50,000	50,000	-		50,000	
	Sub-Total Income	60,000	60,000	4,631		60,000	
5662-2375-0000	Private Works Expense	54,000	54,000	5,426		54,000	
	Net Result Surplus/(Deficit)	6,000	6,000	795		6,000	
OFFICES & LEASES							
5664-1345-0000	Offices & Leases - Income	2,000	2,000	4,750	5,200	7,200	
5664-2245-0000	Offices & Leases - Insurance	600	600	467	133	467	
5664-2275-0000	Offices & Leases - Rates & Water	12,000	12,000	12,465	1,000	13,000	
5664-2330-0000	Offices & Leases - Repairs & Maintenance	5,000	5,000	530		5,000	
	Sub-Total Expenses	17,600	17,600	13,462		18,467	
	Net Result Surplus/(Deficit)	15,600	15,600	8,712		11,267	
LOCKHART MEMORIAL HALL							
5667-1901-0000	Lockhart Memorial Hall - Hire Income	1,200	1,200	1,470	800	2,000	
5667-2245-0000	Lockhart Memorial Hall - Insurance	3,200	3,200	3,035	165	3,035	
5667-2275-0000	Lockhart Memorial Hall - Rates & Water Charges	1,250	1,250	771		1,250	
5667-2330-0000	Lockhart Memorial Hall - Repairs & Maint	3,000	3,000	705		3,000	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17 Estimates	Amended Budget post Sept Review	Actuals Dec 2016	Dec Quarter Amendment	Amended Budget post Dec Review	Comments
G/L Account No.	Description						
5667-2335-0000	Lockhart Memorial Hall - Electricity	2,200	2,200	948		2,200	
	Sub-Total Expenses	9,650	9,650	5,459		9,485	
	Net Result Surplus/(Deficit)	8,450	8,450	3,989		7,485	
	THE ROCK MEDICAL CENTRE						
5670-1901-0000	The Rock Med Centre - Rent	12,850	12,850	6,202		12,850	
5670-2245-0000	The Rock Med Centre - Insurance	2,050	2,050	1,918	132	1,918	
5670-2275-0000	The Rock Med Centre - Rates & Water Charges	1,200	1,200	1,188		1,200	
5670-2300-0000	The Rock Med Centre - R & M	3,000	3,000	342		3,000	
	Sub-Total Expenses	6,250	6,250	3,448		6,118	
	Net Result Surplus/(Deficit)	6,600	6,600	2,754		6,732	
	LOCKHART MEDICAL CENTRE						
5675-1900-0000	Lockhart Med Centre - Rent	13,527	13,527	6,764		13,527	
5675-2245-0000	Lockhart Med Centre - Insurance	3,200	3,200	2,996	204	2,996	
5675-2256-0000	Lockhart Med Centre - Electricity	1,250	1,250	562		1,250	
5675-2275-0000	Lockhart Med Centre - Rates & Water Charges	1,450	1,450	1,254		1,450	
5675-2300-0000	Lockhart Med Centre - Repairs & Maint	3,500	3,500	1,836		3,500	
	Sub-Total Expenses	9,400	9,400	6,648		9,196	
	Net Result Surplus/(Deficit)	4,127	4,127	116		4,331	
	Total Operating Income	10,664,861	13,068,069	6,558,315		14,574,567	
	Total Operating Expenditure	8,497,801	8,570,271	4,828,168		10,060,250	
	Net Operating Surplus/(Deficit)	2,167,060	4,497,799	1,730,147		4,514,318	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17 Estimates	Amended Budget post Sept Review	Actuals Dec 2016	Dec Quarter Amendment	Amended Budget post Dec Review	Comments
G/L Account No.	Description						
CAPITAL WORKS, ACQUISITION & SALE OF ASSETS							
TRANSPORT & COMMUNICATION							
5040-4600-0000	Regional Roads	950,000	1,953,112	367,225		1,953,112	HVSPP, FCR & additional RRRP
5065-4600-0000	Rural Roads Sealed	2,224,025	3,630,275	511,429		3,630,275	HVSPP, FCR
5110-4600-0000	Unsealed Rural Roads	747,000	747,000	19,307		747,000	
5265-4600-0000	Kerb & Gutter	60,000	60,000	859		60,000	
5260-4600-0000	Footpath Construction	90,000	90,000	-		90,000	
	Sub-Total Roads Capital Expenses	4,071,025	6,480,387	898,820		6,480,387	
5490-4900-0000	Asset Sales - Plant & Equipment	278,550	278,550	127,045		278,550	
1490-3289-0000	Real Estate & Other Deferred Debtors	21,000	21,000	-		21,000	
	Sub-Total Other Capital Income	299,550	299,550	127,045		299,550	
FLOOD MITIGATION WORKS							
2020-1410-0000	Env Services - Flood Mit. Construction Grant	494,889	494,889	-		494,889	
	Sub-Total Income	494,889	494,889	-		494,889	
2020-4600-0000	Env Services - Flood Mit. Construction	577,371	577,371	3,020		577,371	
	Sub-Total Expenses	577,371	577,371	3,020		577,371	
	Net Result Surplus/(Deficit)	(82,482)	82,482	3,020		82,482	Funded from Reserves
1020-4605-0000	Computer Asset Purchases	50,000	50,000	7,978		50,000	
1490-5100-0000	Loans - Repayments (Principal)	34,423	34,423	-		34,423	
CAPITAL IMPROVEMENTS							
1060-4610-0000	Depots Improvements	25,000	25,000	2,280		25,000	
3680-4600-0000	Parks & Gardens Improvements	55,500	55,500	13,306		55,500	
5540-4600-0000	Caravan Park Improvements	14,000	14,000	-		14,000	
5490-4600-0000	Asset Purchases - Plant & Equipment	1,019,000	1,019,000	567,186		1,019,000	
	Sub-Total Other Capital Expenses	1,197,923	1,197,923	590,750		1,197,923	
	TOTAL CAPITAL INCOME	794,439	794,439	127,045		794,439	
	TOTAL CAPITAL EXPENDITURE	5,846,319	8,255,681	1,492,590		8,255,681	
	CAPITAL SURPLUS/(DEFICIT)	(5,051,880)	7,461,242	1,365,545		7,461,242	
MOVEMENTS IN RESTRICTED ASSETS							
1490-1716-0000	Transfer from:Future Infrastructure Reserve	172,187	172,187	-		172,187	Net Funding Flood Mitigation
1490-1715-0000	Transfer from:Election Expenses	24,000	24,000	-		24,000	
	Total Transfers from Reserves	196,187	196,187	-		196,187	
1490-2704-0000	Transfer to:Plant Reserve	-	-	-		-	
1490-2715-0000	Transfer to:Future Election Expenses	6,000	6,000	-		6,000	
1490-2716-0000	Transfer to:Future Infrastructure Reserve	-	-	-		-	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

GENERAL FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	Comments
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	
1490-2717-0000	Transfer to: Natural Disaster	11,200	11,200	-		11,200	
1490-2728-0000	Transfer to: S94A Reserve	12,000	12,000	-		12,000	
1490-2725-0000	Transfer to: Future Landfill Land Acquisition	2,000	2,000	-		2,000	
	Total Transfers to Reserves	31,200	31,200	-		31,200	
	Net Transfer (to)/from Reserves	164,987	164,987	-		164,987	
1060-1550-0000	Amounts Payable By Other Fund	70,000	70,000	-		70,000	
	Total INCOME from Other Funds	70,000	70,000	-		70,000	
	Sub Total NET Surplus/(Deficit)	(2,649,833)	2,728,456	364,602		2,711,937	
	Add Back Depreciation	2,675,000	2,675,000	1,337,500		2,675,000	
	Budget Surplus/(Deficit)	25,167	53,456	1,702,102	16,519	36,937	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

SEWER FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	Comments
8405-1010-0000	Sewer Residential	330,000	328,460	328,460		328,460	
8405-1020-0000	Sewer Residential Vacant	22,200	19,730	19,730		19,730	
8405-1025-0000	Sewer Non-Residential	66,000	73,578	73,578		73,578	
8405-1060-0000	Sewer Non-Residential Vacant	6,500	8,445	8,445		8,445	
8405-1100-0000	Treated Effluent Water-Lockhart	7,000	7,000	-		7,000	
8405-1200-0000	Sewer Interest On Investments	60,000	60,000	7,538	15,000	45,000	
8405-1220-0000	Sewer Interest on Rates	1,600	1,600	838		1,600	
8405-1410-0000	Sewer Pensioner Rebate	10,600	10,600	10,629		10,600	
	Total Operating Income	503,900	509,413	449,218		494,413	
	Operating Expenditure						
8405-2005-0000	Sewer All Leave Types	9,000	9,000	2,418		9,000	
8405-2007-0000	Sewer OnCosts(Super, W/Comp)	7,800	7,800	3,527		7,800	
8405-2070-0000	Sewer Training	3,000	3,000	120		3,000	
8405-2110-0000	Sewer Interest - Loans	-	-	-		-	
8405-2220-0000	Sewer Consultants	20,000	20,000	50	10,000	10,000	
8405-2245-0000	Sewer Insurances	2,500	2,500	1,498		2,500	
8405-2255-0000	Sewer Treatment Works Electricity	38,000	38,000	13,675		38,000	
8405-2260-0000	Sewer Telephone	1,000	1,000	384		1,000	
8405-2275-0000	Sewer Rates & Water Charges	8,500	8,500	6,081		8,500	
8405-2280-0000	Sewer Sundries	3,000	3,000	914		3,000	
8405-2300-0000	Sewer Pensioner Rebate Exp	19,500	19,500	19,067		19,500	
8405-2330-0000	Effluent Reuse R&M	14,000	14,000	8,689		14,000	
8405-2331-0000	Sewer Mains R&M	15,000	15,000	658		15,000	
8405-2332-0000	Sewer Pump Stations R&M	25,000	25,000	19,620		25,000	
8405-2333-0000	Sewer Treatment Works R&M	97,000	97,000	49,044		97,000	
8405-2900-0000	Sewer Depreciation	173,000	173,000	86,500		173,000	
	Total Operating Expenditure	436,300	436,300	212,245		426,300	
	Operating Surplus/(Deficit)	67,600	73,113	236,973		68,113	

Lockhart Shire Council
Ordinary Meeting – 20 March 2017

SEWER FUND - INCOME & EXPENDITURE		2016/17	Amended	Actuals Dec	Dec Quarter	Amended	Comments
G/L Account No.	Description	Estimates	Budget post Sept Review	2016	Amendment	Budget post Dec Review	
Capital Renewals							
8405-4600-0000	Sewer Capital Renewals	346,000	346,000	19,178		346,000	
8405-4605-0000	Sewer Loans - Repayments (Principals)	-	-			-	
		346,000	346,000	19,178		346,000	
Transfer from Reserves (Income)							
8405-1701-0000	Tfr From Sewer Infrastructure Reserve	180,000	180,000	-		180,000	
Transfer to Reserves (Expenditure)							
8405-2701-0000	Tfr To Sewer Infrastructure Reserve	-	-	-		-	
Internal Expenditure							
8405-2450-0000	Administration Expenses	35,000	35,000	-		35,000	
8405-2460-0000	Technical Staff Services	35,000	35,000	-		35,000	
		70,000	70,000	-		70,000	
	Add back Depreciation Expense (non-cash)	173,000	173,000	86,500		173,000	
	Net Surplus/(Deficit)	4,600	10,113	304,295	5,000	5,113	

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2016
Cash & Investments - make a choice >>>

(\$000's)	Original Budget 2016/17	Approved Changes			Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Dec QBRS						
Externally Restricted ⁽¹⁾									
Developer Contributions - General	190,000			190,000			190,000	181,638	
Developer Contributions - Sewer Fund	6,000			6,000			6,000	5,616	
Specific Purpose Unexpended Grants	98,000			98,000			98,000	86,320	
Sewerage Services	2,432,000			2,432,000			2,432,000	2,447,934	
Total Externally Restricted	2,726,000	-	-	2,726,000	-		2,726,000	2,721,508	
<small>(1) Funds that must be spent for a specific purpose</small>									
Internally Restricted ⁽²⁾									
Computer Software Upgrade	50,000	79,000		129,000			129,000	129,000	
Disaster Reserve	123,000			123,000			123,000	123,600	
Economic Development	75,000			75,000			75,000	75,000	
Employees Leave Entitlement	775,000			775,000			775,000	775,501	
Flood Damages Reserve	229,000			229,000			229,000	229,000	
Future Election Expenses	18,000			18,000			18,000	18,000	
Future Infrastructure Improvements/Replacement	837,000			837,000			837,000	837,150	
Future Landfill Land Acquisition	20,000			20,000			20,000	20,000	
Galore Hill Reserve	16,000			16,000			16,000	16,229	
Gravel Pit Reserve	207,000			207,000			207,000	206,985	
Lockhart Recreation Ground	10,000			10,000			10,000	10,000	
Lockhart Swimming Pool	18,000			18,000			18,000	17,642	
Magolia Lodge Admin Fee	52,000			52,000			52,000	51,500	
Plant & Vehicle Replacement	122,000			122,000			122,000	121,800	
Public Halls	7,000			7,000			7,000	7,000	
Unallocated Funds	169,000			169,000			169,000	169,000	
Youth Flats	28,000			28,000			28,000	27,505	
Total Internally Restricted	2,756,000	79,000	-	2,835,000	-		2,835,000	2,834,912	
<small>(2) Funds that Council has earmarked for a specific purpose</small>									
Unrestricted (ie. available after the above Restrictions)	2,697,980	(79,000)	-	2,618,980	-		2,618,980	2,623,560	
Total Cash & Investments	8,179,980			8,179,980			8,179,980	8,179,980	

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Contracts Budget Review Statement

Budget review for the quarter ended 31 December 2016

Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Cleanaway	Domestic Waste & Recycling	\$ 156,000.00	01/07/16	12 months	Y	
Stabilco	Heavy Patching	\$ 680,000.00	01/12/16	3 months	Y	

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	21,576	Y
Legal Fees	574	Y

Definition of a consultant:

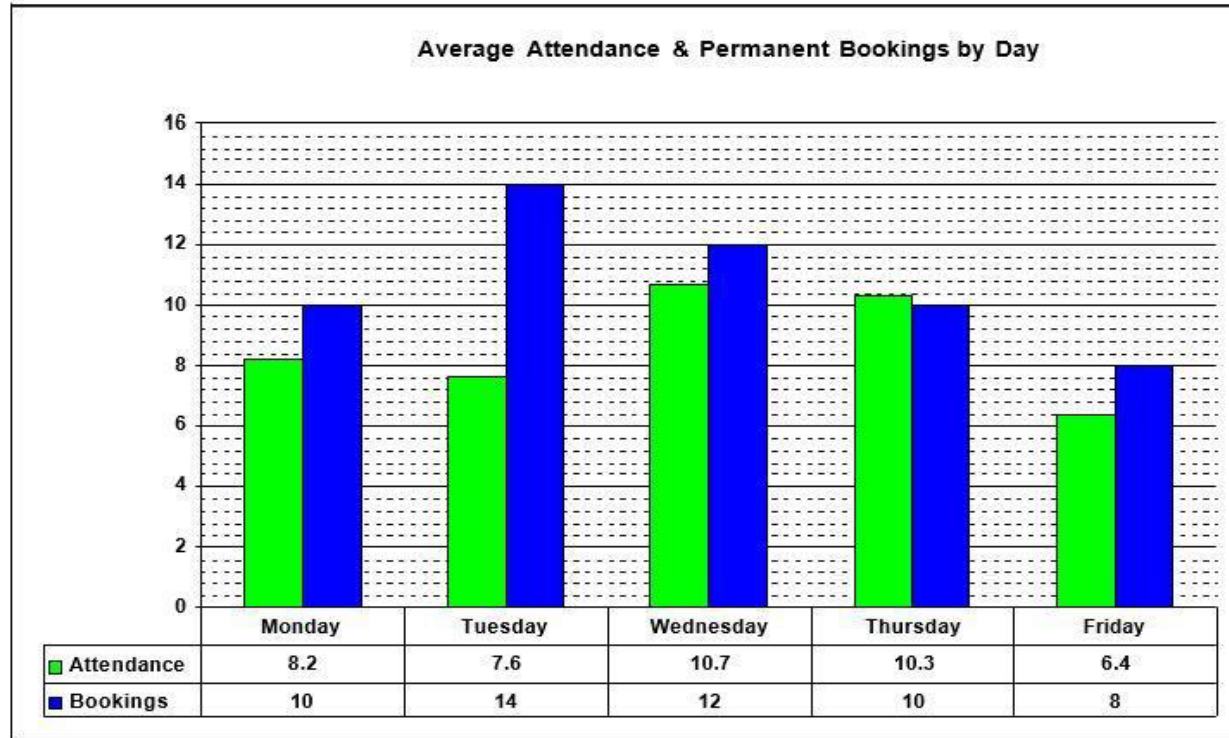
A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

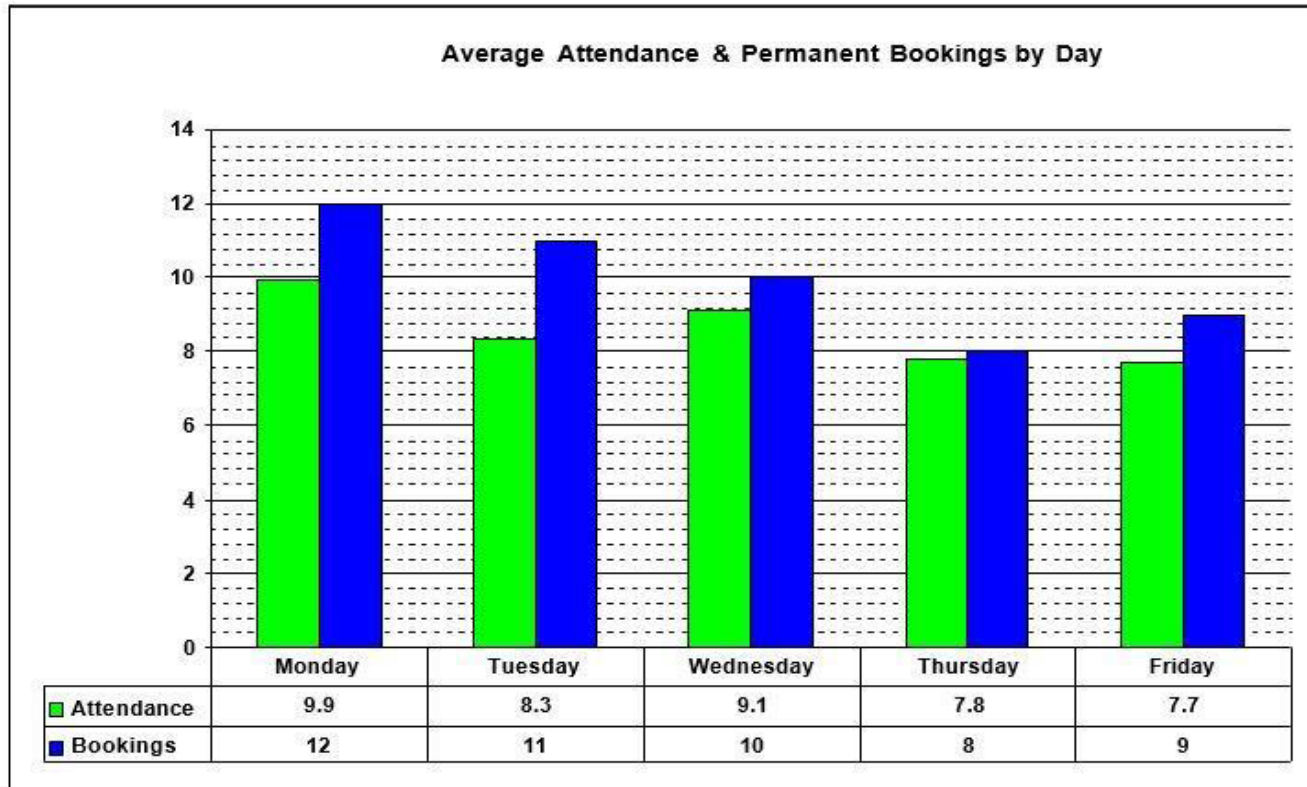
Expenditure included in the above YTD figure but not budgeted includes:

Details

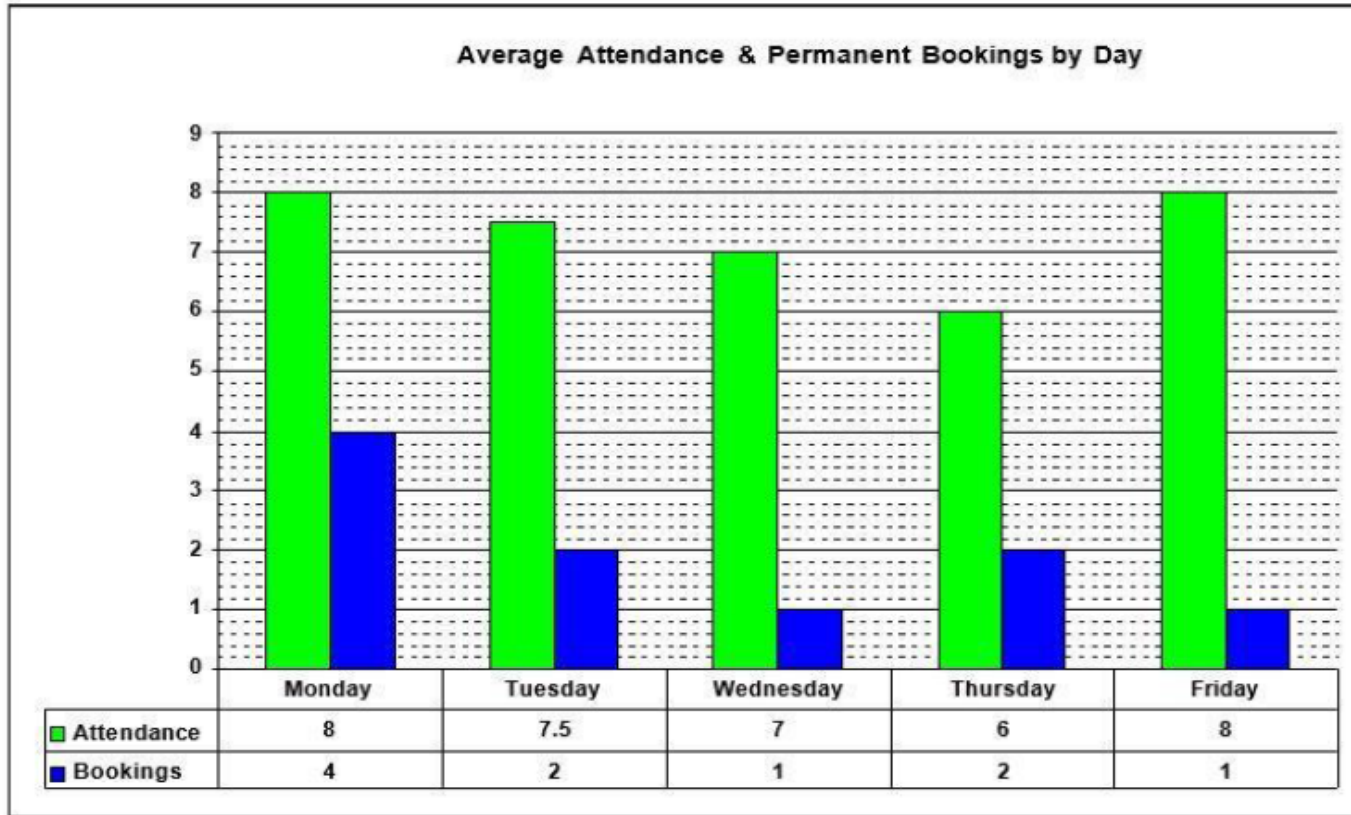
Rockoosh
Attendance Graphs: 1/10/2016 - 31/12/2016
After School Care



Before School Care



Vacation Care



18. POLICY 1.0 'POLICIES – PROCEDURE FOR CONSIDERATION AND ADOPTION' (GM/C70-025)

Executive Summary

The amended Policy 1.0 "*Policies – Procedure for Consideration and Adoption*" is presented for adoption following public exhibition of the document.

Report

At the Council meeting held on 6 February 2017 Council endorsed an amended Policy 1.0 "*Policies – Procedure for Consideration and Adoption*", for public exhibition.

In accordance with Council's resolution the amended Policy was publicly exhibited for a period of 28 days. Copies of the document were made available on Council's website as well as Council's office and Post Offices within the Shire.

No submissions were received following the public exhibition.

The amended Policy is now presented for adoption by Council. A copy of the amended Policy is attached.

Integrated Planning and Reporting Reference

E6.1.1a - Ensure all statutory policies, codes and plans are adopted by Council and reviewed regularly.

Legislative Policy and Planning Implications

Codes and policies mandated by legislation e.g. Code of Conduct, Code of Meeting Practice, Payment of Expenses and Provision of Facilities to the Mayor and Councillors etc. will be incorporated into the Policy Manual along with all other Council policies.

Budget and Financial Aspects

Not applicable.

Attachments

1. Amended Policy 1.0 "*Policies – Procedure for Consideration and Adoption*".

Recommendation: That Policy 1.0 "*Policies – Procedure for Consideration and Adoption*", as publicly exhibited, be adopted.

Notes:

Attachment 1. – Policy 1.0 Policies – Procedure for Consideration and Adoption

1.0 Policies – Procedure for Consideration and Adoption

POLICY TITLE: POLICIES – PROCEDURE FOR CONSIDERATION AND ADOPTION

FILE REF: C75-005

REVIEW DATE: February 2020

OBJECTIVES

To provide a process for the identification, development and review of appropriate policies and procedures that facilitates an effective governance and control environment.

Australian Standard AS 8000-2003 on Good Governance Principles states that *"The governance requirements created by the entity's operations need to be identified, managed and where necessary policies and procedures established"*.

POLICY STATEMENT

- (i) Any policy proposal shall, as near as it is practicable to do, be committed to the standard format of the Council's Policy Register before being submitted for formal consideration of the Council.

IDENTIFICATION OF POLICY NEEDS

- (ii) Policy needs will continue to be identified by the Council, management and staff as well as any internal and external audit activities.

DEVELOPMENT AND ISSUE OF POLICIES

- (iii) The development of new and amended policies is the responsibility of the General Manager in conjunction with the Management Executive.
- (iv) Any new or amended Policies that, in the Council's opinion, may impact on residents and ratepayers and/or on the provision of services to the community, are to be placed on public exhibition for a period of not less than 28 days, and any submissions received will be considered by Council prior to adoption of the Policy.
- (v) Sub-section (iv) will also apply to any Policies required by legislation to be placed on public exhibition prior to adoption e.g. Payment of Expenses and Provision of Facilities to the Mayor and Councillors.

DISSEMINATION OF COUNCIL POLICIES AND STAFF AWARENESS

- (vi) Subject to adoption by the Council, new and amended policies are to be disseminated to all staff and incorporated into the Policy Manual.
- (vii) A current and up to date Policy Manual is to be maintained and be accessible to all staff.
- (viii) A copy of the Policy Manual will also made available on the Council's Website.

POLICY UPDATE AND REVIEW PROCESS

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

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

- (xi) The General Manager is authorised to update those Policies that require only minor amendments that do not alter the substance or intent of the Policy. Some Policies for example only need a position title or the name of an Act referenced in the document to be updated.

- (xii) Those Policies that require more significant changes will be subject to a separate report to Council.

*Confirmed by Council xx
Refer minute xx*

*Confirmed by Council 17 August 2009
Refer minute 283/09*

*Confirmed by Council – 19 April 2004
Refer Minute No. 24056*

*Adopted by Council – 15 May 2000
Refer Minute No. 22204*

19. POLICY 1.4 - CODE OF CONDUCT

(GM/C70-025)

Executive Summary

At its meeting held on 6 February 2017 Council endorsed a process for the review of existing policies and development of new policies.

As part of the ongoing review of existing policies, Policy 1.4 relating to the Code of Conduct is presented for review to ensure compliance with the Local Government Act 1993. Pursuant to Section 440 (7) of the Act, Council must, within 12 months after each ordinary election, review its adopted Code.

Report

The Local Government (General) Regulation may prescribe a Model Code of Conduct applicable to councillors, members of staff and delegates of councils. Council must adopt a code of conduct that incorporates the provisions of the Model Code. The Council's adopted code may include provisions that supplement the Model Code.

A council's adopted code has no effect to the extent that it is inconsistent with the Model Code as in force for the time being. Except that a provision of a council's adopted code is not deemed to be inconsistent with the Model Code merely because the provision makes a requirement of the Model Code more onerous for persons required to observe the requirement.

Council last reviewed its Code of Conduct on 12 February 2013, when it resolved to adopt the Model Code of Conduct released by the Division of Local Government at that time. However a new Model Code of Conduct was subsequently prescribed by the Regulation and published in the Government Gazette on 13 November 2015. A copy of the most recent Model Code of Conduct dated November 2015 is attached. A revised Policy 1.4 is also attached as a marked-up version highlighting the changes that have been made.

A copy of the most recent Model Code of Conduct will also be provided separately to Councillors for inclusion in the Councillors' Induction Handbook distributed last year following the September Council election.

Integrated Planning and Reporting Reference

E6 – Provision of excellent leadership and governance within Council.

E6.1.1 - Meet all governance and regulatory requirements in the conduct of Council's operation.

E6.1.1.a - Ensure all statutory policies, codes and plans are adopted by Council and reviewed regularly.

E6.1.1.b - Ensure all legislative requirements are regularly checked for compliance.

Legislative Policy & Planning Implications

Section 440 of the Local Government Act 1993 provides that Council must adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct prescribed by the Regulations. Council must also review its adopted Code of Conduct within 12 months of an ordinary election, i.e. by September 2017. Adoption of the most recent Model Code of Conduct dated November 2015 will satisfy both of these legislative requirements.

Failure by a councillor to comply with the standards of conduct prescribed under the Code of Conduct constitutes misconduct for the purposes of the Local Government Act. The Act provides for a range of penalties for misconduct. Failure by a member of staff to comply with the Council's Code of Conduct may give rise to disciplinary action.

Budget & Financial Aspects

Not applicable.

Attachments

1. Amended Policy 1.4 Code of Conduct.
2. Model Code of Conduct for Local Councils in NSW - Office of Local Government, November 2015.

Recommendation: That Council adopt:

- a) The Model Code of Conduct prescribed by the Regulations and published in the Government Gazette on 13 November 2015; and
- b) The amended Policy 1.4 Code of Conduct, as presented.

Notes:

Attachment 1. – Amended Policy 1.4 Code of Conduct

1.4 Code of Conduct

POLICY TITLE: CODE OF CONDUCT

FILE REF: I05-005

EXPIRY DATE: WITHIN 12 MONTHS OF THE NEXT ORDINARY ELECTION [I.E. BY SEPTEMBER 2021.](#)

OBJECTIVE

To define in accordance with the Local Government Act 1993, a code of conduct to be observed by Councillors, members of staff and delegates of the Council.

POLICY STATEMENT

To assist Councillors, members of staff and delegates:

- to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence;
- to provide a practical means of identifying and resolving situations which involve conflict of interest or improper use of their positions; and
- to act in a way which enhances public confidence in the system of local government.

~~The Council formally adopts the model code of conduct issued by the Department of Local Government in June 2008. The Model Code of Conduct for Local Councils in NSW June 2008 NSW Department of Local Government~~

~~The Council formally adopts the Model Code of Conduct prescribed by the Regulations and published in the Government Gazette on 13 November 2015.~~

~~Confirmed by Council 20 March 2017
Refer minute xxx/17~~

~~Confirmed by Council 17 August 2009
Refer minute 283/09~~

~~Council formally adopted the June 2008 Model Code of Conduct issued by the Department of Local government at its meeting on 21 July 2008
Refer Minute 210/08~~

Attachment 2. – Model Code of Conduct for Local Councils in NSW - Office of Local Government, November 2015



Office of
Local Government

Office of Local Government

**MODEL CODE OF CONDUCT
FOR LOCAL COUNCILS IN NSW**

November 2015

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OFFICE HOURS

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(Special arrangements may be made if these hours are unsuitable)
All offices are wheelchair accessible.

ALTERNATIVE MEDIA PUBLICATIONS

Special arrangements can be made for our publications to be provided in large print or an alternative media format. If you need this service, please contact our Executive Branch on 02 4428 4100.

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PART 1 INTRODUCTION

This Model Code of Conduct for Local Councils in NSW (“the Model Code of Conduct”) is made for the purposes of section 440 of the *Local Government Act 1993* (“the Act”). Section 440 of the Act requires every council to adopt a code of conduct that incorporates the provisions of the Model Code. For the purposes of section 440 of the Act, the Model Code of Conduct comprises all parts of this document.

Councillors, administrators, members of staff of council, independent conduct reviewers, members of council committees including a conduct review committee and delegates of the council must comply with the applicable provisions of council's code of conduct in carrying out their functions as council officials. It is the personal responsibility of council officials to comply with the standards in the code and regularly review their personal circumstances with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the Act. The Act provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with council's code of conduct may give rise to disciplinary action.

PART 2

PURPOSE OF THE CODE OF CONDUCT

The Model Code of Conduct sets the minimum requirements of conduct for council officials in carrying out their functions. The Model Code is prescribed by regulation.

The Model Code of Conduct has been developed to assist council officials to:

- understand the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in the integrity of local government.

PART 3

GENERAL CONDUCT OBLIGATIONS

General conduct

- 3.1** You must not conduct yourself in carrying out your functions in a manner that is likely to bring the council or holders of civic office into disrepute. Specifically, you must not act in a way that:
- a) contravenes the Act, associated regulations, council's relevant administrative requirements and policies
 - b) is detrimental to the pursuit of the charter of a council
 - c) is improper or unethical
 - d) is an abuse of power or otherwise amounts to misconduct
 - e) causes, comprises or involves intimidation, harassment or verbal abuse
 - f) causes, comprises or involves discrimination, disadvantage or adverse treatment in relation to employment
 - g) causes, comprises or involves prejudice in the provision of a service to the community. (*Schedule 6A*)
- 3.2** You must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out your functions under the Act or any other Act. (*section 439*)
- 3.3** You must treat others with respect at all times.

Fairness and equity

- 3.4** You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.5** You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.

Harassment and discrimination

- 3.6** You must not harass, discriminate against, or support others who harass and discriminate against colleagues or members of the public. This includes, but is not limited to harassment and discrimination on the grounds of sex, pregnancy, age, race, responsibilities as a carer, marital status, disability, homosexuality, transgender grounds or if a person has an infectious disease.

Development decisions

- 3.7** You must ensure that development decisions are properly made and that parties involved in the development process are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the development assessment process.
- 3.8** In determining development applications, you must ensure that no action, statement or communication between yourself and applicants or objectors conveys any suggestion of willingness to provide improper concessions or preferential treatment.

Binding caucus votes

- 3.9** You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.10** For the purposes of clause 3.9, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.11** Clause 3.9 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.12** Clause 3.9 does not apply to a decision to elect the Mayor or Deputy Mayor or to nominate a person to be a member of a council committee.

PART 4 CONFLICT OF INTERESTS

- 4.1 A conflict of interests exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty.
- 4.2 You must avoid or appropriately manage any conflict of interests. The onus is on you to identify a conflict of interests and take the appropriate action to manage the conflict in favour of your public duty.
- 4.3 Any conflict of interests must be managed to uphold the probity of council decision-making. When considering whether or not you have a conflict of interests, it is always important to think about how others would view your situation.
- 4.4 Private interests can be of two types: pecuniary or non-pecuniary.

What is a pecuniary interest?

- 4.5 A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. *(section 442)*
- 4.6 A person will also be taken to have a pecuniary interest in a matter if that person's spouse or de facto partner or a relative of the person or a partner or employer of the person, or a company or other body of which the person, or a nominee, partner or employer of the person is a member, has a pecuniary interest in the matter. *(section 443)*
- 4.7 Pecuniary interests are regulated by Chapter 14, Part 2 of the Act. The Act requires that:
 - a) councillors and designated persons lodge an initial and an annual written disclosure of interests that could potentially be in conflict with their public or professional duties *(section 449)*
 - b) councillors and members of council committees disclose an interest and the nature of that interest at a meeting, leave the meeting and be out of sight of the meeting and not participate in discussions or voting on the matter *(section 451)*
 - c) designated persons immediately declare, in writing, any pecuniary interest. *(section 459)*
- 4.8 Designated persons are defined at section 441 of the Act, and include, but are not limited to, the general manager and other senior staff of the council.
- 4.9 Where you are a member of staff of council, other than a designated person (as defined by section 441), you must disclose in writing to your supervisor or the general manager, the nature of any pecuniary interest you have in a matter you are dealing with as soon as practicable.

What are non-pecuniary interests?

- 4.10** Non-pecuniary interests are private or personal interests the council official has that do not amount to a pecuniary interest as defined in the Act. These commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.
- 4.11** The political views of a councillor do not constitute a private interest.

Managing non-pecuniary conflict of interests

- 4.12** Where you have a non-pecuniary interest that conflicts with your public duty, you must disclose the interest fully and in writing, even if the conflict is not significant. You must do this as soon as practicable.
- 4.13** If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes. This disclosure constitutes disclosure in writing for the purposes of clause 4.12.
- 4.14** How you manage a non-pecuniary conflict of interests will depend on whether or not it is significant.
- 4.15** As a general rule, a non-pecuniary conflict of interests will be significant where a matter does not raise a pecuniary interest but it involves:
- a) a relationship between a council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person's spouse, current or former spouse or partner, de facto or other person living in the same household
 - b) other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship
 - c) an affiliation between the council official and an organisation, sporting body, club, corporation or association that is particularly strong.

- 4.16** If you are a council official, other than a member of staff of council, and you have disclosed that a significant non-pecuniary conflict of interests exists, you must manage it in one of two ways:
- a) remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another council official
 - b) have no involvement in the matter, by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in section 451(2) of the Act apply.
- 4.17** If you determine that a non-pecuniary conflict of interests is less than significant and does not require further action, you must provide an explanation of why you consider that the conflict does not require further action in the circumstances.
- 4.18** If you are a member of staff of council, the decision on which option should be taken to manage a non-pecuniary conflict of interests must be made in consultation with your manager.
- 4.19** Despite clause 4.16(b), a councillor who has disclosed that a significant non-pecuniary conflict of interests exists may participate in a decision to delegate council's decision-making role to council staff through the general manager, or appoint another person or body to make the decision in accordance with the law. This applies whether or not council would be deprived of a quorum if one or more councillors were to manage their conflict of interests by not voting on a matter in accordance with clause 4.16(b) above.

Reportable political donations

- 4.20** Councillors should note that matters before council involving political or campaign donors may give rise to a non-pecuniary conflict of interests.
- 4.21** Where a councillor has received or knowingly benefitted from a reportable political donation:
- a) made by a major political donor in the previous four years, and
 - b) where the major political donor has a matter before council,
- then the councillor must declare a non-pecuniary conflict of interests, disclose the nature of the interest, and manage the conflict of interests in accordance with clause 4.16(b).

4.22 For the purposes of this Part:

- a) a “reportable political donation” is a “reportable political donation” for the purposes of section 86 of the *Election Funding, Expenditure and Disclosures Act 1981*,
- b) a “major political donor” is a “major political donor” for the purposes of section 84 of the *Election Funding, Expenditure and Disclosures Act 1981*.

4.23 Councillors should note that political donations below \$1,000, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interests. Councillors should determine whether or not such conflicts are significant and take the appropriate action to manage them.

4.24 If a councillor has received or knowingly benefitted from a reportable political donation of the kind referred to in clause 4.21, that councillor is not prevented from participating in a decision to delegate council’s decision-making role to council staff through the general manager or appointing another person or body to make the decision in accordance with the law (see clause 4.19 above).

Loss of quorum as a result of compliance with this Part

4.25 Where a majority of councillors are precluded under this Part from consideration of a matter the council or committee must resolve to delegate consideration of the matter in question to another person.

4.26 Where a majority of councillors are precluded under this Part from consideration of a matter and the matter in question concerns the exercise of a function that may not be delegated under section 377 of the Act, the councillors may apply in writing to the Chief Executive to be exempted from complying with a requirement under this Part relating to the management of a non-pecuniary conflict of interests.

4.27 The Chief Executive will only exempt a councillor from complying with a requirement under this Part where:

- a) compliance by councillors with a requirement under the Part in relation to a matter will result in the loss of a quorum, and
- b) the matter relates to the exercise of a function of the council that may not be delegated under section 377 of the Act.

4.28 Where the Chief Executive exempts a councillor from complying with a requirement under this Part, the councillor must still disclose any interests they have in the matter the exemption applies to in accordance with the requirements of this Part.

- 4.29** A councillor, who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interests in the matter, is permitted to participate in consideration of the matter, if:
- a) the matter is a proposal relating to
 - i) the making of a principal environmental planning instrument applying to the whole or a significant part of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant part of the council's area, and
 - b) the non-pecuniary conflict of interests arises only because of an interest that a person has in that person's principal place of residence, and
 - c) the councillor declares the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part.

Other business or employment

- 4.30** If you are a member of staff of council considering outside employment or contract work that relates to the business of the council or that might conflict with your council duties, you must notify and seek the approval of the general manager in writing. (*section 353*)
- 4.31** As a member of staff, you must ensure that any outside employment or business you engage in will not:
- a) conflict with your official duties
 - b) involve using confidential information or council resources obtained through your work with the council
 - c) require you to work while on council duty
 - d) discredit or disadvantage the council.

Personal dealings with council

- 4.32** You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.

PART 5

PERSONAL BENEFIT

For the purposes of this section, a reference to a gift or benefit does not include a political donation or contribution to an election fund that is subject to the provisions of the relevant election funding legislation.

Gifts and benefits

- 5.1** You must avoid situations giving rise to the appearance that a person or body, through the provision of gifts, benefits or hospitality of any kind, is attempting to secure favourable treatment from you or from the council.
- 5.2** You must take all reasonable steps to ensure that your immediate family members do not receive gifts or benefits that give rise to the appearance of being an attempt to secure favourable treatment. Immediate family members ordinarily include parents, spouses, children and siblings.

Token gifts and benefits

- 5.3** Generally speaking, token gifts and benefits include:
- a) free or subsidised meals, beverages or refreshments provided in conjunction with:
 - i) the discussion of official business
 - ii) council work related events such as training, education sessions, workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations
 - b) invitations to and attendance at local social, cultural or sporting events
 - c) gifts of single bottles of reasonably priced alcohol to individual council officials at end of year functions, public occasions or in recognition of work done (such as providing a lecture/training session/address)
 - d) ties, scarves, coasters, tie pins, diaries, chocolates or flowers
 - e) prizes of token value.

Gifts and benefits of value

- 5.4** Notwithstanding clause 5.3, gifts and benefits that have more than a token value include, but are not limited to, tickets to major sporting events (such as state or international cricket matches or matches in other national sporting codes (including the NRL, AFL, FFA, NBL)), corporate hospitality at a corporate facility at major sporting events, discounted products for personal use, the frequent use of facilities such as gyms, use of holiday homes, free or discounted travel.

How are offers of gifts and benefits to be dealt with?

- 5.5** You must not:
- a) seek or accept a bribe or other improper inducement
 - b) seek gifts or benefits of any kind
 - c) accept any gift or benefit that may create a sense of obligation on your part or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d) accept any gift or benefit of more than token value
 - e) accept an offer of cash or a cash-like gift, regardless of the amount.
- 5.6** For the purposes of clause 5.5(e), a “cash-like gift” includes but is not limited to gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internal credit, memberships or entitlements to discounts.
- 5.7** Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, this must be disclosed promptly to your supervisor, the Mayor or the general manager. The recipient, supervisor, Mayor or general manager must ensure that any gifts or benefits of more than token value that are received are recorded in a Gifts Register. The gift or benefit must be surrendered to council, unless the nature of the gift or benefit makes this impractical.

Improper and undue influence

- 5.8** You must not use your position to influence other council officials in the performance of their public or professional duties to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the appropriate exercise of their representative functions.
- 5.9** You must not take advantage (or seek to take advantage) of your status or position with or of functions you perform for council in order to obtain a private benefit for yourself or for any other person or body.

PART 6

RELATIONSHIP BETWEEN COUNCIL OFFICIALS

Obligations of councillors and administrators

- 6.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. The governing body has the responsibility of directing and controlling the affairs of the council in accordance with the Act and is responsible for policy determinations, for example, those relating to workforce policy.
- 6.2 Councillors or administrators must not:
- a) direct council staff other than by giving appropriate direction to the general manager in the performance of council's functions by way of council or committee resolution, or by the Mayor or administrator exercising their power under section 226 of the Act (*section 352*)
 - b) in any public or private forum, direct or influence or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the member or delegate (*Schedule 6A of the Act*)
 - c) contact a member of the staff of the council on council related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
 - d) contact or issue instructions to any of council's contractors or tenderers, including council's legal advisers, unless by the Mayor or administrator exercising their power under section 226 of the Act. This does not apply to council's external auditors or the Chair of council's audit committee who may be provided with any information by individual councillors reasonably necessary for the external auditor or audit committee to effectively perform their functions.

Obligations of staff

- 6.3 The general manager is responsible for the efficient and effective operation of the council's organisation and for ensuring the implementation of the decisions of the council without delay.
- 6.4 Members of staff of council must:
- a) give their attention to the business of council while on duty
 - b) ensure that their work is carried out efficiently, economically and effectively
 - c) carry out lawful directions given by any person having authority to give such directions
 - d) give effect to the lawful decisions, policies, and procedures of the council, whether or not the staff member agrees with or approves of them
 - e) ensure that any participation in political activities outside the service of the council does not conflict with the performance of their official duties.

Obligations during meetings

- 6.5** You must act in accordance with council's Code of Meeting Practice, if council has adopted one, and the *Local Government (General) Regulation 2005* during council and committee meetings.
- 6.6** You must show respect to the chair, other council officials and any members of the public present during council and committee meetings or other formal proceedings of the council.

Inappropriate interactions

- 6.7** You must not engage in any of the following inappropriate interactions:
- a) Councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters other than broader workforce policy issues.
 - b) Council staff approaching councillors and administrators to discuss individual or operational staff matters other than broader workforce policy issues.
 - c) Council staff refusing to give information that is available to other councillors to a particular councillor.
 - d) Councillors and administrators who have lodged a development application with council, discussing the matter with council staff in staff-only areas of the council.
 - e) Councillors and administrators being overbearing or threatening to council staff.
 - f) Councillors and administrators making personal attacks on council staff in a public forum.
 - g) Councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make.
 - h) Council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community.
 - i) Council staff meeting with applicants or objectors alone AND outside office hours to discuss applications or proposals.
 - j) Councillors attending on-site inspection meetings with lawyers and/or consultants engaged by council associated with current or proposed legal proceedings unless permitted to do so by council's general manager or, in the case of the Mayor or administrator, exercising their power under section 226 of the Act.

PART 7

ACCESS TO INFORMATION AND COUNCIL RESOURCES

Councillor and administrator access to information

- 7.1** The general manager and public officer are responsible for ensuring that members of the public, councillors and administrators can gain access to the documents available under the *Government Information (Public Access) Act 2009*.
- 7.2** The general manager must provide councillors and administrators with information sufficient to enable them to carry out their civic office functions.
- 7.3** Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to carry out their civic office functions and in accordance with council procedures.
- 7.4** Members of staff of council who provide any information to a particular councillor in the performance of their civic duties must also make it available to any other councillor who requests it and in accordance with council procedures.
- 7.5** Councillors and administrators who have a private (as distinct from civic) interest in a document of council have the same rights of access as any member of the public.

Councillors and administrators to properly examine and consider information

- 7.6** Councillors and administrators must properly examine and consider all the information provided to them relating to matters that they are dealing with to enable them to make a decision on the matter in accordance with council's charter.

Refusal of access to documents

- 7.7** Where the general manager and public officer determine to refuse access to a document sought by a councillor or administrator they must act reasonably. In reaching this decision they must take into account whether or not the document sought is required for the councillor or administrator to perform their civic duty (see clause 7.2). The general manager or public officer must state the reasons for the decision if access is refused.

Use of certain council information

- 7.8** In regard to information obtained in your capacity as a council official, you must:
- a) only access council information needed for council business
 - b) not use that council information for private purposes
 - c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have by virtue of your office or position with council
 - d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

- 7.9** You must maintain the integrity and security of confidential documents or information in your possession, or for which you are responsible.
- 7.10** In addition to your general obligations relating to the use of council information, you must:
- a) protect confidential information
 - b) only release confidential information if you have authority to do so
 - c) only use confidential information for the purpose it is intended to be used
 - d) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
 - e) not use confidential information with the intention to cause harm or detriment to your council or any other person or body
 - f) not disclose any information discussed during a confidential session of a council meeting.

Personal information

- 7.11** When dealing with personal information you must comply with:
- a) the *Privacy and Personal Information Protection Act 1998*
 - b) the *Health Records and Information Privacy Act 2002*
 - c) the Information Protection Principles and Health Privacy Principles
 - d) council's privacy management plan
 - e) the Privacy Code of Practice for Local Government

Use of council resources

- 7.12** You must use council resources ethically, effectively, efficiently and carefully in the course of your official duties, and must not use them for private purposes (except when supplied as part of a contract of employment) unless this use is lawfully authorised and proper payment is made where appropriate.
- 7.13** Union delegates and consultative committee members may have reasonable access to council resources for the purposes of carrying out their industrial responsibilities, including but not limited to:
- a) the representation of members with respect to disciplinary matters
 - b) the representation of employees with respect to grievances and disputes
 - c) functions associated with the role of the local consultative committee.
- 7.14** You must be scrupulous in your use of council property, including intellectual property, official services and facilities, and must not permit their misuse by any other person or body.
- 7.15** You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 7.16** You must not use council resources, property or facilities for the purpose of assisting your election campaign or the election campaign of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 7.17** You must not use council letterhead, council crests and other information that could give the appearance it is official council material for:
- a) the purpose of assisting your election campaign or the election campaign of others, or
 - b) for other non-official purposes.
- 7.18** You must not convert any property of the council to your own use unless properly authorised.
- 7.19** You must not use council's computer resources to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature.

Councillor access to council buildings

- 7.20** Councillors and administrators are entitled to have access to the council chamber, committee room, Mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.
- 7.21** Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or delegate) or as provided in the procedures governing the interaction of councillors and council staff.
- 7.22** Councillors and administrators must ensure that when they are within a staff area they avoid giving rise to the appearance that they may improperly influence council staff decisions.

PART 8

MAINTAINING THE INTEGRITY OF THIS CODE

- 8.1** You must not conduct yourself in a manner that is likely to undermine confidence in the integrity of this code or its administration.

Complaints made for an improper purpose

- 8.2** You must not make a complaint or cause a complaint to be made under this code for an improper purpose.
- 8.3** For the purposes of clause 8.2, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to intimidate or harass another council official
 - b) to damage another council official's reputation
 - c) to obtain a political advantage
 - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f) to avoid disciplinary action under this code
 - g) to take reprisal action against a person for making a complaint under this code except as may be otherwise specifically permitted under this code
 - h) to take reprisal action against a person for exercising a function prescribed under the procedures for the administration of this code except as may be otherwise specifically permitted under this code
 - i) to prevent or disrupt the effective administration of this code.

Detrimental action

- 8.4** You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made under this code except as may be otherwise specifically permitted under this code.
- 8.5** You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under this code except as may be otherwise specifically permitted under this code.

- 8.6** For the purposes of clauses 8.4 and 8.5 detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
 - b) intimidation or harassment
 - c) discrimination, disadvantage or adverse treatment in relation to employment
 - d) dismissal from, or prejudice in, employment
 - e) disciplinary proceedings.

Compliance with requirements under this code

- 8.7** You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under this code.
- 8.8** You must comply with a reasonable and lawful request made by a person exercising a function under this code.
- 8.9** You must comply with a practice ruling made by the Office of Local Government.
- 8.10** Where you are a councillor or the general manager, you must comply with any council resolution requiring you to take action as a result of a breach of this code.

Disclosure of information about the consideration of a matter under this code

- 8.11** You must report breaches of this code in accordance with the reporting requirements under this code.
- 8.12** You must not make allegations of suspected breaches of this code at council meetings or in other public forums.
- 8.13** You must not disclose information about the consideration of a matter under this code except for the purposes of seeking legal advice unless the disclosure is otherwise permitted under this code.

Complaints alleging a breach of this part

- 8.14** Complaints alleging a breach of this Part (Part 8) by a councillor, the general manager or an administrator are to be made to the Office of Local Government.
- 8.15** Complaints alleging a breach of this Part by other council officials are to be made to the general manager.

PART 9 DEFINITIONS

In the Model Code of Conduct the following definitions apply:

the Act	the <i>Local Government Act 1993</i>
act of disorder	see the definition in clause 256 of the Local Government (General) Regulation 2005
administrator	an administrator of a council appointed under the Act other than an administrator appointed under section 66
Chief Executive	Chief Executive of the Office of Local Government
committee	a council committee
conflict of interests	a conflict of interests exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty
council committee	a committee established by resolution of council
“council committee member”	a person other than a councillor or member of staff of a council who is a member of a council committee
council official	includes councillors, members of staff of council, administrators, council committee members, conduct reviewers and delegates of council
councillor	a person elected or appointed to civic office and includes a Mayor
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	see the definition in section 441 of the Act
election campaign	includes council, State and Federal election campaigns
personal information	information or an opinion about a person whose identity is apparent, or can be ascertained from the information or opinion
the Regulation	the Local Government (General) Regulation 2005

The term “you” used in the Model Code of Conduct refers to council officials.

The phrase “this code” used in the Model Code of Conduct refers also to the procedures for the administration of the Model Code of Conduct prescribed under the Local Government (General) Regulation 2005.

For more information on the Office of Local
Government Code of Conduct visit our website

www.olg.nsw.gov.au



Office of
Local Government

20. DELIVERY PROGRAM 2013-2017, OPERATIONAL PLAN 2016-2017

(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 2013-2017 Delivery Program and 2016-2017 Operational Plan for the period 1 July to 31 December 2016 is separately enclosed.

Integrated Planning and Reporting Reference

E4.2 – Plan for the long-term sustainability of the Shire.

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Not applicable.

Attachments

1. Lockhart Shire Council Delivery Program 2013-17 (attached as a separate document).

Recommendation: That the report on the progress of the 2013-2017 Delivery Program and 2016-2017 Operational Plan for the period 1 July to 31 December 2016 be received and its contents noted.

Notes:

Questions and Statements

Nil.

Closed Session Agenda

There are no item/s are listed for consideration by Council in Closed Session on 20 March 2017: