



# **BUSINESS PAPER**

**of the  
Ordinary Meeting  
Held  
19 March 2018**

**COUNCILLORS PLEASE NOTE:  
LOANS BORROWING WORKSHOP WILL COMMENCE  
AT 3.30PM**

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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14 March 2018

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

Dear Councillors

Please Note:

**A Loans Borrowing Workshop will commence at 3.30pm.**

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, 19 March 2018** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

Yours faithfully



Peter Veneris  
**GENERAL MANAGER**

## Order of Business

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<b>Apologies</b>	
Nil.....	
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- 19. Carson Road, The Rock Residential Subdivision – Stage 2 Price Setting ..... Page 85

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

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

- 20. Green Street West, Lockhart – Price Review ..... Page 85

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

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- 21. Tender – Flood Mitigation Construction Works – The Rock ..... Page 85

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

- 22. Tender – Swimming Pool Upgrade – Lockhart and The Rock..... Page 85

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

- 23. Tender – Swimming Pool Amenities Upgrade – Lockhart and The Rock..... Page 85

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## **Mayoral Minute**

Nil.

## **Mayoral Report**

Nil.

## **Urgent Matters**

Nil.

## **Notice of Motion**

Nil.

## Committee Reports

1. TOURISM/ECONOMIC DEVELOPMENT OFFICER REPORT (TEDO/T26-005)

**MINUTES OF THE TOURISM/ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING OF LOCKHART SHIRE COUNCIL HELD AT THE LOCKHART SHIRE COUNCIL CHAMBERS ON TUESDAY, 6 MARCH 2018 COMMENCING AT 6.35PM.**

**PRESENT**

Mrs Raeleen Pfeiffer, Mrs Susan Creek, Mrs Myra Jenkyn, Councillor Derek Douglas, Mr Greg Smith, Tourism/Economic Development Officer (Jennifer Connor).

**APOLOGIES**

Ms Sandra Johnstone, Councillor Gail Driscoll.

**LEAVE OF ABSENCE**

Nil.

**PERCURINARY INTEREST**

Raeleen Pfeiffer – Lockhart Water Tower.

**CONFIRMATION OF MINUTES**

The minutes of the Meeting held Tuesday, 6 February 2018, as printed and circulated, be taken as read and confirmed on the Motion of R Pfeiffer, seconded G Smith.

1. **The Rock Hill – Meeting with NPWS**

The TEDO, along with other members of The Rock Hill Working Party, met with staff from the Moama and Tumut NPWS offices to discuss the transition of management to the Murrumbidgee Office. Future funding opportunities were discussed as was the aim by NPWS to continue with the current level of service. The planned Friends of Galore Hill project was strongly supported and will be a priority project for NPWS once the transition is complete.

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

<b>Notes:</b>

2. **Lockhart Shire Business Excellence Awards**

The Lockhart Shire Business Excellence Awards are open for voting until 4:30pm on 16 March. The TEDO requested that residents be encouraged to show their support for local businesses by nominating businesses, owners and employees. The TEDO is liaising with The Rock Progress Association to further discuss planning for the Awards Evening on Thursday, 10 May.

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

<b>Notes:</b>

**3. Love Lockhart Shire Photography Competition**

The Love Lockhart Shire Photography Competition is due to commence on 1 April and close on 30 June 2018. Once again, the themes are People and Places in Lockhart Shire. The aims of the competition are to encourage visitation to Lockhart Shire, while building a portfolio of images for Council to use for marketing and promotional purposes.

In previous years entry has required both a digital and printed copy of the photograph, with the digital requirements being submission by email or USB stick as a 300DPI JPEG image. Feedback received has indicated the expense of printing the images and having to travel to regional centres to do so is a barrier to entry. As the printed photos are used only for short displays and returned to the photographer, it would be beneficial to remove the requirement for printed images to encourage greater participation.

Providing digital images for displays throughout the community will also be easier, as some areas do not have the means to hang the photos. Both Greens Gonyah Museum and The Rock Museum are able to display digital photos through current technology and the TEDO will liaise with Pleasant Hills and Yerong Creek to see if they are interested in showcasing the images.

**Recommendation:** That all entries to the 2018 Love Lockhart Shire Photography Competition are in digital format.

<b>Notes:</b>

**4. Walk of Fame Nominees**

Seven Walk of Fame plaques have been received for install, with a further five nominations having been compiled for review. The Walk of Fame nominations were discussed by the committee, taking into consideration the selection criteria, which is:

- Must be deceased;
- Must have been born or their success has developed or originated in the Lockhart Shire;
- Must have achieved national and/or international recognition in their chosen field;
- Are recognised as a respected and honourable citizen.

Having reviewed the biographies, the following nominees were put forward for consideration by Council as being suitable candidates for the Walk of Fame, having met all the required criteria:

- Flora Eldershaw – Australian Author and Critic;
- William Halliday, MLC – Pastoralist and Politician;
- Gunning Francis Plunkett – Founding Member/President of NSW Farmers & Settlers Association;
- Peter Provan – Australian Rugby League Player.

The nomination for Mr Raymond Burkinshaw, who started Burkinshaw Transport in the 1940s, was also considered by the committee. While the application outlined a great number of achievements, the committee did not feel there was sufficient evidence to show the nominee had achieved national and/or international recognition in their chosen field. There is no doubt that Raymond Burkinshaw contributed greatly to the local economy, building a solid business that employed large numbers of people over a nine-decade period. Therefore, the committee felt consideration should be given to acknowledging Raymond Burkinshaw in the future naming of a Lockhart public area, park or street.

The biographies for the nominees are attached.



**Recommendation:** That:

- a) the following nominees for the Wall of Fame be considered for approval for inclusion in the Walk of Fame:
- William Halliday, MLC
  - Gunning Francis Plunkett
  - Flora Eldershaw
  - Peter Provan, and.
- b) the nominee Raymond Burkinshaw be recognised for his achievements to Lockhart Shire in the future naming of a Lockhart public area, park or street.

<b>Notes:</b>

**5. Lockhart Water Tower**

The TEDO advised the committee that Expressions of Interest were being sought from experienced artists for the Lockhart Water Tower Public Art Project. Documents outlining the project and artist requirements were distributed through a number of art channels, with submissions closing on 13 April 2018.

A design selection committee needs to be formally established for the purpose of assessing submissions, shortlisting artists and nominating the preferred artist to complete the project, prior to presentation to Lockhart Shire Council and Riverina Water County Council for approval.

The following names were agreed by the committee for approval by Council:

- Greg Verdon, Riverina Water County Council
- Rodger Schirmer or Peter Veneris, Lockhart Shire Council
- Jennifer Connor, Tourism & Economic Development Officer
- Scott Howie, Eastern Riverina Arts
- Myra Jenkyn, Lockhart Progress Association.

**Recommendation:** That the following nominees are approved as the design selection committee for the Lockhart Water Tower Public Art Project:

- Greg Verdon
- Rodger Schirmer or Peter Veneris
- Jennifer Connor
- Scott Howie
- Myra Jenkyn.

<b>Notes:</b>

**6. Events Policy – Create Policy**

Following discussions with the General Manager, the TEDO advised the committee that council was looking to put together a Lockhart Shire Events Policy to articulate the way Council supports local events and manages risks, and to detail Council requirements for the approval of events and related procedures. This was supported by the TEDSC.

**Recommendation:** That a Lockhart Shire Events Policy be developed.

<b>Notes:</b>

**7. Lockhart Visitor Information Centre**

Following a visit to Lockhart Visitor Information Centre (VIC) by Tourism Group, who manage the NSW VIC brand on behalf of Destination NSW, the TEDO advised the committee of plans to eliminate Level 3 VIC accreditation. As Lockhart VIC, which plays a very important role in Lockhart Shire's tourism economy, falls into this category the Tourism Group confirmed they will work with the TEDO with an aim of achieving Level 2 accreditation over a three-year period. The TEDO will also be organising a VIC customer service training day for the volunteers at the Museum in May.

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

<b>Notes:</b>

**8. Start A Business in Lockhart Shire Campaign**

The TEDO advised the committee she has commenced an audit of available shop fronts and industrial zoned land in Lockhart and The Rock with the plan to undertake a 'Start a Business in Lockhart Shire' campaign using radio, print, web and social media as well as liaising with Regional Development Australia Riverina. The aim of the campaign is to try and kick start interest from local and regional residents to start a business in the Shire.

The audit includes details of buildings available for sale and lease, building size, price and real estate agent contact details. The campaign will be promoted through print, radio, web and social media and will coincide with a new stand-alone online business directory which will link to [www.lockhart.nsw.gov.au](http://www.lockhart.nsw.gov.au).

The TEDO also advised in recent weeks a number of people had requested advice in seeking premises to open businesses in both Lockhart and The Rock. While Lockhart has a number of shopfronts for sale and lease, there were no available shopfronts in The Rock due to the number of premises already let as accommodation.

**Recommendation:** That the TEDO undertake the Start a Business in Lockhart Shire campaign.

<b>Notes:</b>

**9. Destination Riverina Murray & Thrive Riverina Marketing Campaign**

Destination Riverina Murray and Thrive Riverina are working on two-year Riverina marketing campaign strategy to increase visitor numbers to the region by focusing on raising the profile of the Riverina brand and increasing awareness of the Riverina as a destination. The target markets are Sydney, Canberra, Melbourne and Northern Victoria, aimed at caravan and camping, nature and wildlife, touring routes, food and agritourism.

In order to finance the \$250,000 joint marketing campaign, matched dollar funding is required, with an investment of \$5,000 per year for two years required from Lockhart Shire Council. This would be funded through the Tourism budget. The TEDO is very supportive of this campaign as it enables us to lever off the additional funding to promote Lockhart Shire on a much wider scale. This campaign will complement the marketing campaigns currently being undertaken by Lockhart Shire and Thrive Riverina.

**Recommendation:** That the Lockhart Shire Council participate in the joint marketing campaign.

<b>Notes:</b>

**10. YouCamp – Free Camping**

The TEDO attended an information session about YouCamp and how it is working to increase the number of camping opportunities on private land in the Riverina, presenting a great opportunity for minimal investment product development. As well as a presentation from YouCamp, staff at Temora Shire who were involved in establishing Fairview Off-Grid Camping also gave a presentation about the process and how that were able to work with state planning laws to provide opportunities of a second income for farmers. The TEDO advised she will be following up on the presentation with the Lockhart Shire Council Manager of Environmental Services.

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

<b>Notes:</b>

**11. Volunteer BBQ – The Rock**

For the past two years Lockhart Shire Council have held a Volunteer BBQ in appreciation of the work volunteers do throughout the Shire. The BBQ has been held on the Friday during National Volunteer Week, which this year falls on 25 May 2018. The BBQ is due to be held in The Rock this year and it was suggested that a community group such as The Rock Men's Shed could potentially organise the BBQ for a fee, working in conjunction with the Councillors based in The Rock, who could chef at this year's event.

**Recommendation:** That the Volunteer BBQ be held in The Rock with the assistance of a local community group.

<b>Notes:</b>

**12. Regional Tourism Awards**

The TEDO advised that after a break last year, the 2018 Regional Tourism Awards have again been announced, with the support of NSW Business Chamber as a major partner. Previously Riverina, Murray, Country and Outback all competed in one awards event however this year the three Destination Network areas - Riverina Murray, Country and Outback and North Coast will each be hosting separate Award events.

The Awards are run by an Awards Coordinator that reports to the Awards Board, consisting of representatives from regional Australia. The TEDO advised she had been elected as one of the four representatives which make up the Awards Board.

The Regional Tourism Awards provide tourism businesses the opportunity to achieve recognition for their success whilst promoting tourism within their region and the TEDO will be encouraging participation by Lockhart Shire based businesses and attractions. There will be a number of workshops and webinars to assist those looking to submit an entry.

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

<b>Notes:</b>

**13. TEDSC Committee Members**

The TEDO advised John Holstein, a new resident at Yerong Creek, was interested in joining the TEDSC. The TEDO invited John to attend the April meeting at Pleasant Hills with a view to submitting a formal application to Council at that meeting.

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

<b>Notes:</b>

**14. Project Updates**

Destination Riverina Murray	The new regional Destination Management Plan is due for release in March 2018.
South Western Wireless Communications (SWWC)	Grant still to be opened.
Lockhart Verandah Project	Awaiting project information from Heritage Near Me to progress to the next stage of the application.
Drovers Way Touring Route	Destination Riverina Murray has marked the Drovers Way as a priority project and will assist with progress where possible.
Town Visitor Information Boards	Lockhart Rotary to produce matching frame for Lockhart Tourism Board. TEDO awaiting information on progress. Information board at The Rock Recreation Ground, funded by The Rock Progress Association awaiting production.

The Rock Progress	Work continuing on funding for astronomy project. Planning for the Business Awards Presentation Night is underway. The TEDO has donated two half wine barrels and geranium plants to Progress for trialling in the main street. The Rock Men's Shed made repairs to the barrels and members of Progress will plant up the barrels on site in April. Volunteers at Kengal Crafters and the Opportunity Shop will maintain the plants as a trial to add colour and character to the street.
Lockhart Progress Association	AGM to be held in May. Working on fund raising and ways to encourage greater membership.
Lockhart Museum	Proceeding with improvements to Billabong Motors. Awaiting outcome of a \$60,000 grant application.
The Rock Museum	Now the sound system project is complete they are looking at new ideas and have commenced planning a permanent vintage millinery display.
Business Speaker	The Barefoot Investor was unavailable due to many commitments. The TEDO is working on a possible speaker to coincide with the Business Awards.

The April TEDSC meeting will be held at Pleasant Hills on Tuesday, 3 April 2018 at 6.30pm.

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

<b>Notes:</b>

**Attachment 1. – Biographies for Walk of Fame Nominees**

**FLORA SYDNEY ELDERSHAW  
AUSTRALIAN AUTHOR AND CRITIC**

**16 MARCH 1897 – 20 SEPTEMBER 1956**



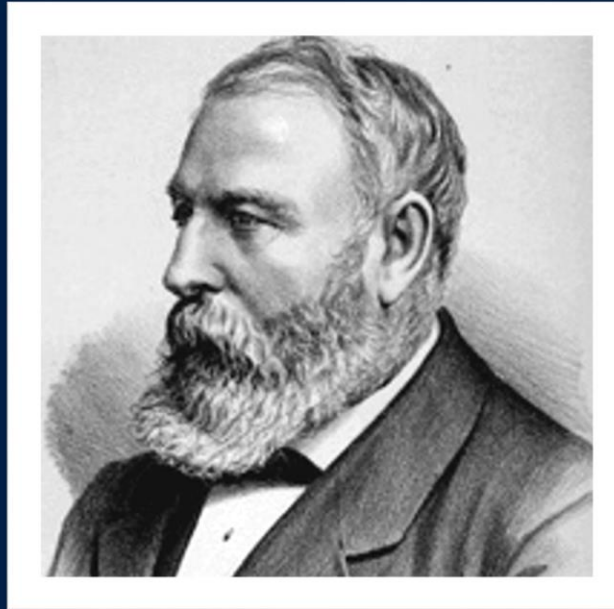
Flora Sydney Eldershaw was born in Sydney on 16 March 1897. Flora's family moved to Mundawadra station the following year to join her father, Henry Sirdefield Eldershaw, the station manager. It was while growing up at Mundawadra that Flora developed her lifelong passion for writing. In 1916, Flora left her home to study history at the University of Sydney. Serving as secretary and treasurer of the university women's union, Flora taught briefly at Cremorne Church of England Grammar School for Girls before progressing to senior English mistress and head of the boarding school at the Presbyterian Ladies' College, Croydon.

Flora was an avid writer and a leading figure in Sydney literary circles. It was during the 1920s that Flora began a collaboration with friend and fellow writer, Marjorie Barnard, under the pseudonym "M. Barnard Eldershaw", achieving international acclaim. Spanning more than two decades, the collaboration resulted in many highly regarded literary pieces including novels, histories, critical essays, lectures and radio drama. Flora played an important role in the development of Australia's literary infrastructure, developing policies on political and cultural issues. In 1935 Flora was elected the first woman president of the Fellowship of Australian Writers, an office she was again to hold in 1943. In 1938, as a member of the Commonwealth Literary Fund advisory board, Flora helped to persuade the Federal government to provide grants and pensions for writers, and funding for university lectures on Australian literature.

Joining the public service to support her writing, Flora gave advice on women's legal rights, working conditions and equal pay and extended her interests to the welfare of Aboriginal and migrant women. Due to failing health, Flora gradually withdrew from public affairs and by 1955 had returned to the region to retire, passing away at only 59 years old. For both her writing output and her active support for and promotion of writers, Flora is remembered for her significant contribution to Australian literary life.

## WILLIAM HALLIDAY, MLC PASTORALIST & POLITICIAN

1828 – 25 AUGUST 1892



William Halliday was born at Dumfries, Scotland, in 1828. Growing up on the land, William was educated at Clarencefield Academy, studying agriculture and stock farming. In 1852, at the age of 24, he married Marion Irving and immigrated to Victoria where he worked for the Wilson brothers, renowned squatters in the Wimmera district. William next acquired a run near St Arnaud with partner, James Richmond, and sat as a shire councillor.

Regarding the Victorian land laws as unsatisfactory, William moved to NSW in 1873, purchasing Brookong Station for £100,000. Despite significant stock losses during drought in the mid 1870s, William took advantage of the depressed Victorian market and following substantial rainfall, bought 150,000 sheep by telegram, emerging from the drought with a profit. By 1889 he had 48,650 acres of leasehold and over 200,000 sheep. He also ran cattle and grew wheat. Lockhart developed as a town due to the location of Brookong Station.

William was an active and generous community member, and as acted as a magistrate throughout NSW and Victoria. On 31 August 1885, Williams was appointed a life time member of the New South Wales Legislative Council. An early member of the Pastoralists' Union of NSW, William took a firm stand against the growing Amalgamated Shearers' Union and in August 1888, refused demands to employ only union workers. When strikers picketed his woolshed at Brookong, William wired Sydney for forty Colt revolvers and police support.

In September 1890, William once again challenged the unions in Sydney when draymen refused to carry his wool to the quays for loading during the Maritime Strike .

Considered generous in what he believed a deserving case, William was equally vigorous in resisting what he considered unjust, and fought against the growing demands of labor unions.

# GUNNING FRANCIS PLUNKETT NSW FARMERS & SETTLERS ASSOCIATION

8 NOVEMBER 1846 – 7 JUNE 1902



Gunning Francis Plunkett was born in Newcastle in 1846. By 20, Gunning had moved to the Gundagai area and worked as a hawker before going on to manage the Commercial Store at Adelong. In January 1878, Gunning formed a partnership with Charles Smith, opening general stores in Bethungra, Junee Reefs and Bomen. Gunning and his family moved to Yerong Creek in 1884, where he built a new hotel and general store. An active figure both in sporting life and in public movements, Gunning was appointed secretary of the Yerong Race Club and made 2nd Lieutenant in the Wagga Wagga Corps, 1st Regiment, NSW Volunteer Infantry.

It was following a community meeting in Mundawaddera in April 1892 regarding the Government's proposed extensions of long term pastoral leases, which locked up large tracts of land in the hands of few, that Gunning became a driving force in a movement that created a voice for rural Australia. Working to combine the power of many small farmers associations throughout the Riverina into one executive body, by June 1893 Gunning had overwhelming support to form the NSW Farmers' and Settlers' Association. At the first conference, held in Cootamundra, Gunning was unanimously elected President, a position he held until his death.

Under Gunning's presidency, the NSW Farmers' and Settlers' Association grew to cover the majority of New South Wales and developed into an important organisation which wielded great influence in shaping the land policy of the state. By the 1920s, the political might of the Farmers and Settlers Party of New South Wales had grown in such significance that it led to the formal founding of the NSW State and Federal branches of the Australian Country Party, recognised today as the National Party of Australia.

A community minded man committed to strengthening the rural communities of NSW, Gunning Francis Plunkett is remembered as a man who changed the political face of Australia.



# PETER SOMERVILLE PROVAN

## AUSTRALIAN RUGBY LEAGUE PLAYER

13 AUGUST 1936 – 13 MAY 2010



An Australian professional rugby league footballer for St. George Dragons, Balmain Tigers and Australia, Peter Somerville Provan was born on 13 August 1936 at Urana Hospital. Growing up on his father's farm near Bidgeemia, Peter attended Tarilla Public School before moving with his family to Kirawee in Sydney. It was at this time Peter and his four brothers began playing junior football with Sutherland Woronora, where Peter primarily played at Lock.

Peter began his first-grade career at St. George in 1956 and was a member of two grand final winning sides in 1958 and 1959. His performance in the latter match was a standout. Balmain signed Peter in 1960 when he felt he had a better chance there to further his career. Peter played 155 first grade games for Balmain and appeared in three grand finals during his nine seasons with the club. His finest hour was in 1969 when he defied injury to captain Balmain to their courageous win over South Sydney in the Grand Final. It was arguably the most famous Tigers victory of all time. As part of the Australian Centenary of Rugby League celebrations in April 2008, Peter Provan and John Sattler, captains of the 1969 grand final teams, carried the ball onto the Sydney Cricket Ground before the Wests Tigers and South Sydney match.

Peter and Norm Provan are the only pair of brothers to lead grand final winning teams on victory laps of the Sydney Cricket Ground; Peter Provan with Balmain and Norm Provan with St. George. Peter was also selected to play against New Zealand in Sydney in 1963. He is listed on the Australian Players Register as Kangaroo No.380.

Peter was a well regarded rugby league player, respected by his team mates and remembered as a captain who inspired great team spirit. Receiving the John Howard Award for Sporting Achievement in XXXX, Peter's significant contribution to rugby league was acknowledge by his well earned induction into the Balmain Tigers Hall of Fame.

Raymond George BURKINSHAW

05/01/1926 – 04/07/2002

Raymond George Burkinshaw was born on the 5<sup>th</sup> January 1926 in Lockhart. He lived with his family in the Urangeline area. Ray was the eldest son of Edgar and Alice Burkinshaw. He had a younger sister and 3 younger brothers, Verona (Dec.), Mervyn, Lionel (Dec.) and Colin (Dec.).

Ray was educated in the Lockhart district, he would ride into school on his horse. He left school at the age of 12. As a youngster he was a hard worker in the shearing shed doing rousabouting, driving tractors and doing general farm work and helping out on the family farm in Urangeline and Bidgeemia areas.

In the early 1940's Ray moved to Lockhart. He continued to work hard transporting bagged super from the rail trucks to local farmers. He transported wool from the local farmers into the Albury wool stores. He soon was busy enough to establish a transport business in 1942.

A 1937 Ford truck and a passion for trucks were all that Ray needed to build a thriving transport company, more than 70 years ago.

The 1937 Ford was the first truck in the fleet, Ray bought this when he was 16 years old. The Fleet gradually grew to over 30 trucks transporting wheat, wool, sheep, beer, groceries, farm machinery, landscaping supplies and general freight in Lockhart and District. Being the largest fleet in NSW, Ray employed a lot of people in the community. He even bought houses for his valued employees to live in, in the township of Lockhart.

All of the trucks Ray bought, were from the local International dealer "Australian Estates".

The early model Ford truck could only carry 28 bales of wool and had its work cut out carting from sheds that held over 300 bales. Today the modern trucks can carry close to 200 bales of wool at a time.

Sheep carting made up a large part of Ray's workload, but the experience was something he'd rather forget. "It was very hard work, and I was only given a very sketchy idea of where the properties were that I delivered to in the middle of the night."

Ray made his own wooden semi-trailer carting wool from the Lockhart area to Albury, the law at the time stated that trucks could not travel interstate, they could only pick up and deliver to the railways on the border. Later on when the laws changed, Ray carted wool to Melbourne, Geelong, and Sydney.

Ray brought his first steel semi-trailer from Ben Koth of Wagga. Initially the stock crates that Ray owned were only two decks, it wasn't long before they were three decks, as Bruce and Roy Brown used to build them in Ray's Lockhart depot. For about 32 years Ray had 28 stock crates. Nowadays stock crates have four decks.

When Ray was only 22 years old he was the victim of a hit and run accident. "I was in Melbourne, when I got out of my truck to check the load. I was knocked flat by a car coming the other way! The car didn't even stop to help." While lucky to even be alive Ray suffered a broken leg. He was a long time in the Royal Melbourne Hospital, as he had to undergo surgery to insert a plate to repair the break. Despite the extent of his injuries, it wasn't long before Ray was back at work with his entire leg in plaster. "I hobbled around the sale-yards and worked underneath the trucks with my crutches beside me."

R G BURKINSHAW TRANSPORT has been a valuable industry in Lockhart, employing hundreds of employees throughout its history and continues to do so with a current staff of 17 employees.

Ray always spoke very highly of all his employees. The business employed many Lockhart men, including Herb Brunskill (Ray's brother-in-law) and Jim Johnstone (Johnno) (Dec.), who worked for Ray for many years. Ray was the largest employer in Lockhart at the time.

Over the years Ray's fleet grew to about 33 trucks, mostly carting wool, livestock, bagged super, bagged wheat, machinery, and general freight and including a fuel tanker transporting fuel into the town. Later on Ray went away from carting livestock and began a contract with Wise Bros. Narrandera, carting flour to most capital cities in Australia. Carlton United Breweries was another product that was transported from Melbourne to Wagga and Canberra. Today the company transports wool from the local Wagga and Temora wool stores to Sydney and Melbourne. They continue to transport groceries, beer, and general freight into the Lockhart and Wagga areas.

Modern forklifts may also have saved Ray the double hernia he suffered, he had to manually unload up to 80 bales of wool at the end of a run. Forklifts today unload four bales at a time.

In 1948 Ray married Rita Brunskill, they had four children Rodney, Phillip, Margaret and Ian. In 1968 Ray bought the property "Brookong Park", he always took pride in the sheep and grain that was produced on his property. In Ray's retirement years he continued to farm on "Brookong Park" and his second property "Valera". Even though Ray was retired he was always overseeing the daily operations of R G BURKINSHAW TRANSPORT. He always knew what was going on in the business and where each and every truck was and what they had on.

After the death of his wife Rita in 1971, Ray was left to raise his four young children and run the business.

Ray remarried in 1975 to Margaret Altmann, who had 3 children, Kerry, Debbie and Christopher.

Ray has 13 grandchildren and 22 great-grandchildren.

Ray's success has been reflected by the way people recognised him, wherever he went.

Ray devoted all of his time to his family, business, farms and his house and garden in Lockhart. He was always known for his hard work and devotion to his family.

The business still proudly operates today under the management of Ray's youngest son Ian and his wife Debbie. Ray's eldest son Rodney and grandsons Brendan and Shane are also involved in the business.

The fleet now consists of 16 vehicles with depots in Lockhart, Wagga, Sydney and Melbourne. The company is a "Foundation Member" of the National Road Transport Association.

Ray has received National Recognition in the Transport Industry. He was inducted into the "National Transport Hall of Fame" in Alice Springs in 2011.

Ray was recognised in the Lockhart and District Community as a well-respected and honourable citizen.

R G BURKINSHAW TRANSPORT has always sponsored many businesses and sporting clubs in the Lockhart and District Area, Ray was involved in transporting the new Blue Harper Pavilion to the LFNC. Ray/R G Burkinshaw Transport has provided a truck at the annual Lockhart Show, The Spirit of the Land Festival and other community functions in the town and continues to do so.

Raymond passed away on 4<sup>th</sup> July 2002, aged 76 years. He is buried in his home town of Lockhart, NSW.

## Delegates' Reports

### DELEGATES REPORT FOR RIVERINA WATER COUNTY COUNCIL (RWCC) – MARCH 2018

1. Chairman welcomed Andrew Crakenthorp to his first meeting as GM.
2. Financial Statements for quarter ending December 2017 were received which showed a projected increase in surplus and a significant under spend on Capital Works due mainly to new WTP and new low-level reservoirs.
3. Minutes of Audit and Risk Committee received and noted.
4. Report received on Joint Organisations.
5. Works Reports for January and February were received and noted.
7. Water Treatment Plant is producing good quality water progress with Coffey Dam almost completed. Some issues have arisen with Lamella Plates which could delay finalisation of Project.
8. Council agreed to relocate Boardroom to allow consolidation of staff.
9. Council has agreed to pursue strategic planning for new reservoir at The Rock to assist with water pressure issues.
10. Council has agreed to adopt CPI increase in water charges with access charge remaining the same.

Cr Greg Verdon  
Delegate

**Recommendation:** That the delegates report be received.

<b>Notes:</b>

## Status Report/Précis of Correspondence Issued

Status Report: Council Resolutions and Tasks to be finalised

Res. No:	Officer to Action	Info	Action Taken
<b>Ordinary Council Meeting held 5 February 2018</b>			
28/18	GM	<p><b>Closed Agenda – Long Service Leave Liability</b> Council approve the payment of “Excess Long Service Leave” as outlined in the Report and in accordance with the Local Government (State) Award.</p>	Excess Long Serve Leave payment made and the balance of Council’s Long Service Leave Liability reduced accordingly. Complete.
27/18	DEES	<p><b>Closed Agenda – Lease of 34 and 38 Day Street, The Rock</b> a) Council to enter into lease agreement with Kate Young for \$582.40/annum for 3 years, and b) Authorise the GM and DEES to sign the lease on behalf of Council.</p>	<p>Lease prepared and issued to Lessee for signing.</p> <p>Leased signed. Lessee has possession of site. Complete.</p>
26/18	GM	<p><b>Closed Agenda – Outstanding Conditions of Development Consent – Potential Claim Against the Council</b> Council agree to pay the Development Service Charge of \$5,915 to Riverina Water in relation to DA28/05i subject to the landowners executing an appropriate Deed of Release.</p>	Deed of Release executed by both parties and the Development Service Charge has been paid by Council to Riverina Water. Complete.
23/18	GM	<p><b>Policy 3.11 Smoke Free Workplace Policy</b> Revised Policy 3.11 Smoke-Free Workplace Policy, as presented, be adopted.</p>	The revised Policy has been incorporated into the Policy Register and the updated Register has been uploaded to Council’s website. Complete.
22/18	GM	<p><b>Policy 3.23 Employee Assistance Program and Critical Incident Support</b> Revised Policy 3.23 Employee Assistance Program and Critical Incident Support, as presented, be adopted.</p>	The revised Policy has been incorporated into the Policy Register and the updated Register has been uploaded to Council’s website. Complete.
21/18	GM	<p><b>Joint Organisations of Council</b> Council will support the continuation of REROC for a period no longer that 12 months from the proclamation of the Joint Organisation.</p>	An update in relation to the decisions taken by REROC Member Councils and other Councils in the region in relation to Joint Organisations has been included in this agenda (refer agenda item 16).

20/18	GM	<p><b>Joint Organisations of Council</b> In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (Act) the Lockhart Shire Council (Council) resolves:</p> <ol style="list-style-type: none"> <li>1. That the Council inform the Minister for Local Government (Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (Joint Organisation) in accordance with this resolution.</li> <li>2. To approve the inclusion of the Council's area in the Joint Organisation's area.</li> <li>3. That the Joint Organisation be established to cover the Council's area and any one or more of the following council areas: <ul style="list-style-type: none"> <li>• Bland</li> <li>• Coolamon</li> <li>• Cootamundra-Gundagai</li> <li>• Greater Hume</li> <li>• Junee</li> <li>• Snowy Valleys</li> <li>• Temora</li> <li>• Wagga Wagga.</li> </ul> </li> <li>4. That before 28 February 2018 the General Manager provide the Minister with a copy of this resolution including the date on which Council made this resolution.</li> <li>5. That, on the expiry of a period of 28 days from the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded.</li> </ol>	<p>The Minister for Local Government was informed of Council's resolution regarding the establishment of a Joint Organisation.</p> <p>The Minister was advised on 6 March 2018, after the expiry of 28 days from the date of the Council resolution, that the resolution has not been rescinded.</p> <p>Complete.</p>
18/18	GM	<p><b>Draft Model Code of Meeting Practice for NSW Councils</b> Council to make a submission to the Office of Local Government proposing that the webcasting of council meetings be included in the final Model Code of Meeting Practice as a non-mandatory provision.</p>	<p>A submission was forwarded to the Office of Local Government prior to the closing date. Copies of council's submission were also forwarded to REROC and LGNSW.</p> <p>Complete.</p>
17/18	DCCS	<p><b>Quarterly Budget Review – December 2017</b></p> <ul style="list-style-type: none"> <li>• The adjustments in income, expenditure and reserves in the 31 December 2017 Quarterly Budget Review to be adopted, and</li> <li>• A Councillor workshop to be held on 19 March 2018 prior to the Ordinary Council Meeting to consider Council's borrowing requirements.</li> </ul>	<p>Notice has been given of the Workshop being convened on Monday 19 March 2018.</p> <p>Complete.</p>
15/18	MES	<p><b>Variation to DCP – Fences to Residential Properties</b> Through determination of a DA for the works, Council to permit a variation to the Lockhart DCP for an increased front fence height at 24 Queen St, Yerong Creek, NSW.</p>	<p>DA issued. Complete.</p>
14/18	MES	<p><b>On-Site Sewerage Management Inspection Program</b> Council to adopt the proposed new fee of \$100 for inspection of on-site sewerage management systems in the Lockhart Shire.</p>	<p>Program adopted. Education and inspections to commence shortly. Complete.</p>
13/18	MES	<p><b>Low Pressure Sewer System Policy</b> The Low Pressure Sewer System Policy, as publicly exhibited, to be adopted and Council to give public notice of the adoption of the Policy.</p>	<p>Policy adopted. Complete.</p>

11/18	DEES	<p><b>Swimming Pool Upgrade – Lockhart and The Rock</b></p> <p>a) Council call for tenders for Lockhart and The Rock Swimming Pool upgrade works with costs to be funded from Council reserves, and</p> <p>b) Provide further report to Council once outcome of funding applications is known and tenders have been received.</p>	<p>Tenders have been called.</p> <p>Tenders closed 4pm 9 March 2018. See separate report to March meeting.</p>
6/18	MES	<p><b>Compliance Officer Update</b></p> <p>Further report be presented to Council following the expiration of the demolition order issued pursuant to Council's "Local Orders Policy – Premises or Land not in a Safe or Healthy Condition", re property in Ferrier St, Lockhart.</p>	<p>Nil to report to-date.</p> <p>There has been progress on this matter. Update to be provided to Council in due course.</p>
5/18	GM	<p><b>The Rock SES Unit Headquarters</b></p> <p>Council approved expenditure of up to \$3,000 towards completion of The Rock SES Unit's headquarters building upgrade.</p>	<p>The access ramp has been ordered and is awaiting installation.</p>
<b>Ordinary Council Meeting held 18 December 2017</b>			
316/17	GM	<p><b>The Rock to Boree Creek Rail Line</b></p> <p>Council to continue to make applications when further rounds of funding are released.</p>	<p>A further application will be made when next funding round is launched.</p>
<b>Ordinary Council Meeting held 20 November 2017</b>			
298/17	DCCS  DEES	<p><b>Quarterly Budget Review – September 2017</b></p> <p>a) Adopt adjustments in income, expenditure and reserves in the Sept 2017 Quarterly Budget Review</p> <p>b) Bring report to February 2018 Council Meeting on borrowing requirements</p> <p>c) Develop a town beautification masterplan, including costings, for the Shire.</p>	<p>a) Completed.</p> <p>b) Refer agenda item 13</p> <p>c) Very preliminary discussions had with staff on this matter.</p>
294/17	MES	<p><b>On-Site Sewerage Management Inspection Program</b></p> <p>a) Endorse proposed new fee for inspection on on-site sewerage management systems for public exhibition, and consider any submissions received before formal adoption of the fee, and</p> <p>b) Endorse on-site sewerage management inspection program for the Lockhart Shire.</p>	<p>Refer agenda item 10. Complete.</p>
293/17	MES	<p><b>Low Pressure Sewer System Policy</b></p> <p>Place the "Draft Low Pressure Sewer System Policy" on public exhibition for a period of not less than 28 days, and consider any submissions prior to formal adoption.</p>	<p>Refer agenda item 9. Complete.</p>
291/17	DEES	<p><b>Voluntary Purchase Scheme – Lease of Land</b></p> <p>a) Lease land at 34 and 38 Day St, The Rock for purpose of grazing of animals, and</p> <p>b) Advertise for EOI in Council's newsletter.</p>	<p>Currently advised in Council newsletter. Further report to February 2018 meeting. Complete.</p>



<b>Ordinary Council Meeting held 16 October 2017</b>			
266/17	DEES	<p><b>Closed Agenda – Tender – Waste Contract</b></p> <p>a) Contract for 'Domestic Garbage, Recyclables &amp; Organics Collection &amp; Transport Service' to be awarded to Cleanaway, adjusted for two bin collection service for an interim 6-month period as required; Contract to be 7 years – 2 April 2018 to 2 April 2025, renewable annually thereafter by mutual consent for up to three by one-year agreements; and</p> <p>b) General Manager and Director of Engineering &amp; Environmental Services authorised to sign Contract and Purchase Orders; and</p> <p>c) Council to make application for grant funding to supply FOGO bins and kitchen caddy's; and</p> <p>d) Undertake resident education program on 3-bin system and FOGO collection; and</p> <p>e) Staff authorised to enter into negotiations with Kurrajong Waratah to continue with Recyclables processing on behalf of Lockhart Shire Council.</p>	<p>(a) &amp; (b) Letter issued to Cleanaway. Contracts prepared.</p> <p>(c) &amp; (d) Council engaging consultant to assist with grant application. Consultant is working on documentation and grant application.</p> <p>(e) Council met with Kurrajong Waratah. Negotiations progressing well, waiting on CDS information before can finalise agreement.</p>
246/17	DEES	<p><b>Renewable Energy Project Lockhart</b></p> <p>Council:</p> <p>a) Supports the project in principal; and</p> <p>b) Enters into 'Memorandum of Understanding' with Better Energy Technology to further investigate the proposal; and</p> <p>c) Assist with grant funding applications with ARENA as well as Federal &amp; NSW Government agencies applicable to the project; and</p> <p>d) Undertakes community consultation in a form and time that is applicable; and</p> <p>e) Further report be brought to Council as new information becomes available.</p>	<p>Public information sessions held on 21/11/2017 as scheduled.</p> <p>In principle agreement currently being drafted between Council and Better Energy Technology regarding lease of Council land for project infrastructure.</p> <p>A further update has been provided in relation to this project in this agenda (refer agenda item 4).</p>
<b>Ordinary Council Meeting held 18 September 2017</b>			
209/17	TEDO	<p><b>Minutes of the Tourism/Economic Development Steering Committee Meeting – Internet Coverage</b></p> <p>Subject to SWWC proposal for provision of reliable fast speed internet to Lockhart Shire being relevant to the assessment criteria for "Connecting Country Communities: grants program, Council to submit grant application under that program.</p>	Funding not yet open.
<b>Ordinary Council Meeting held 21 August 2017</b>			
181/17	TEDO	<p><b>Minutes of the Tourism/Economic Development Steering Committee Meeting – Lockhart Railway Station</b></p> <p>Addition time to be given to source an alternative use/tenant for the Lockhart Railway Station building.</p>	Consideration to be given as an office for the solar project if successful prior to advertising availability.
<b>Ordinary Council Meeting held 19 June 2017</b>			
129/17	TEDO	<p><b>Minutes of the Tourism/Economic Development Steering Committee Meeting – Wall of Fame</b></p> <p>Walk of Fame project to be undertaken.</p>	Panels received for installation in March.

<b>Ordinary Council Meeting held 15 May 2017</b>			
115/17	GM	<p><b>Councillor Professional Development</b> Councillors to nominate any professional development they would like to undertake to assist in the development of a Professional Development Program for Councillors for 2017/18.</p>	<p>Training and Development opportunities distributed to Councillors as they arise.</p> <p>Draft Councillor Professional Development Guidelines recently released by OLG. Awaiting final version of Guidelines following a period of consultation.</p>
<b>Ordinary Council Meeting held 18 April 2017</b>			
73/17	GM	<p><b>Acknowledgement of Sagers Family Contribution</b> Council to install a new seat, with an appropriately worded plaque, on the corner of Green &amp; Matthews St's, in recognition of the contribution that the Sagers Family has made to the community.</p>	<p>Contact has been made with Mr Gordon Sagers, both verbally and in writing.</p> <p>Mr Sagers supports and appreciates Council's initiative. The following wording for the plaque has been agreed with Mr Sagers:</p> <p><i>"In recognition of the significant contribution made by the Sagers family to the Lockhart District in providing 70 years of continuous dental services to its residents."</i></p> <p>Seat and plaque ordered. Waiting on seat still as special order to match existing style in the main street.</p> <p>Delivery expected shortly with installation to occur shortly thereafter.</p>
72/17	DEES	<p><b>Caravan Parks</b></p> <ul style="list-style-type: none"> <li>a) Information noted pending a furthermore detailed report</li> <li>b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and</li> <li>c) Expressions of Interest (EOI) be invited for Management of the Lockhart Caravan Park for 1 July 2017 to 30 June 2018 with option of 2 x 12-month extensions on mutual agreement.</li> </ul>	<p>More detailed report to be presented at a future Council meeting.</p> <p>Items (b) &amp; (c) are complete. Staff currently compiling information to put together further report.</p>
<b>Ordinary Council Meeting held 20 March 2017</b>			
33/17	TEDO	<p><b>Minutes of the Tourism/Economic Steering Committee Meeting – Shire Signs</b> Designs for the Shire signs to be investigated.</p>	<p>Dependent on budget. Nil progress</p>
<b>Ordinary Council Meeting held 6 February 2017</b>			
5/17	GM	<p><b>Coffee Shop Proposal</b> 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 with Council's Manager Environmental Services regarding regulatory requirements.</p>

<b>Ordinary Council Meeting held 21 November 2016</b>			
315/16	GM/ TEDO	<b>Australian Kelpie Hall of Fame</b> a) Greens Gonyah Museum be requested to develop and provide a long-term business plan to Council, outlining future developments and how they will be funded, and b) The item be brought back to Council for further discussion in the 2017/18 FY.	Lockhart & District Historical Society working on refurbishment of Billabong Motors Building. No further action at this stage.
<b>Ordinary Council Meeting held 19 September 2016</b>			
241/16	TEDO	<b>Minutes of Tourism/Economic Development Steering Committee - Town Visitor Information Boards</b> New town visitor information boards to be designed and installed in The Rock and Lockhart.	In progress. Due for installation in March.
<b>Ordinary Council Meeting held 16 May 2016</b>			
109/16	DCCS	<b>Old Lockhart Railway Station Building</b> Council to: a) Seek to find a suitable use/tenant for the building b) Begin negotiations with JHR to hand building back, if suitable use/tenant not found within next 6 months.	Ongoing. No potential tenants have enquired. Promoting venue as a regional meeting site. Very little activity to date.
<b>Ordinary Council Meeting held 14 October 2014</b>			
294/14	DCCS	<b>Report of Section 355 Committees - Finances</b> Council to endeavour to meet with all 355 Committees & Pleasant Hills Community Hotel to work with them to understand their costs and future projects	Revised policy adopted by Council. Procedure Manual has been developed and finalised. Meetings currently being arranged with Section 355 Committees to present revised Policy and Procedure Manual.
<b>Ordinary Council Meeting held 5 February 2018 – Councillor Questions &amp; Statements</b>			
Councillor's Questions	DEES	<b>Cr Walker – Grading Program</b> – Enquired as to why the grading program has moved back three months?	DEES advised Council must sometimes revise the grading program to accommodate the construction program or re-prioritise grading based on the current condition of gravel roads. Nil further action required. Complete.
	DEES	<b>Cr Sharp – Issue with Murray Pines Encroaching Henty-Pleasant Hills Rd</b> – advised had received a letter from a resident re. these trees on Henty-Pleasant Hills Rd, just east of Figtree Lane.	DEES advised will investigate and take appropriate action. DEES has inspected the site and is currently having the vegetation assessed by Environmental Officer. Trees to be trimmed have been identified and works will occur as resourcing permits.
	DEES	<b>Cr Douglas – Ryans Lane (Osborne End)</b> – advised of depression in Ryans Lane resulting from water running over the road, rather than going through the nearby culvert.	DEES advised will investigate and take appropriate action. DEES has inspected the site and will be tidied up at next maintenance grade which is occur shortly. Grading works have occurred. Complete.

	DEES	<b>Cr Rockliff – Walkway across Green St, Lockhart –</b> Enquired if a pedestrian crossing could be created at the walkway across Green St, Lockhart?	DEES advised that the 'warrants' required to get approval would not be able to be obtained for this crossing, and as such it will remain as is with pedestrians having to give way to traffic. Nil further action required. Complete.
	DEES	<b>Cr Rockliff – Urana Boree Creek Rd near 'Lakeside'</b> – has been advised by a resident of trees overhanging Urana Boree Creek Rd, near 'Lakeside'.	DEES advised he will investigate and take appropriate action as resourcing permits. DEES has inspected the site and overhanging trees appear satisfactory. No further action required. Complete.
	DEES	<b>Cr Rockliff - Caravan Parking Signage</b> – Advised he has received complaints from caravaners requesting more caravan parking signage be placed around Lockhart township.	DEES advised he will investigate and take appropriate action as resourcing permits.
Councillor's Questions	DEES	<b>Cr Rockliff – Vacant Block Beside Old billabong Motors Building</b> – Enquired who is responsible for cleaning up the vacant block next to the old Billabong Motors building?	DEES advised it is Council's responsibility, as owner of the property, and he will arrange works as required. DEES has obtained key and mowing/tidying up works will occur shortly. Spare key obtained and tidy up works have been undertaken. Complete.
	DEES	<b>Cr Rockliff – Defibrillators for Lockhart and The Rock Pools</b> – Enquired if the pools have defibrillators on site, and if not, could they be supplied?	DEES advised the supply of defibrillators will be part of the upgrade works. In the meantime, the pool contractors were asking if local sporting groups might lend their defibrillators to the pools for this swimming season. Nil further action at this stage. Complete.
	DEES	<b>Cr Rockliff – Tables and Chairs for Green St CBD Area, Lockhart</b> – Enquired if any further action had occurred regarding this request?	DEES advised that no further action had occurred and research into options will occur when time and resourcing permits.
	DEES	<b>Cr Marston – Tootool Mittagong Rd</b> – Advised he believes this road requires a maintenance grade.	DEES advised he will investigate and take appropriate action. DEES has inspected the road and considers it in fair to good condition. No further action required at this stage. Complete.
	DCCS	<b>Cr Day – Hole in West Wall of Memorial Hall, Lockhart</b> – Advised that birds have been observed going in and out of a hole in the west wall of the Memorial Hall, Lockhart.	DCCS advised he will investigate and take appropriate action. Quotes had already been requested. Further quotes being sort.

DEES	<b>Cr Day – Wash Out on Eastern End of Fargunyah Ln</b> – Advised of wash out that will need repairing.	DEES advised he will investigate and take appropriate action. DEES has inspected the road and considers it in fair to good condition. No further action required at this stage. Complete.
DEES	<b>Cr Day – Wash Outs on Maffra Ln</b> – Advised of two wash outs on the earth-formed section of Maffra Lane that will need gravel.	DEES advised he will investigate and take appropriate action. DEES has inspected the road and will undertake some remedial work to wash outs shortly. Complete.
GM	<b>Cr Verdon – Thank You to Osborne Recreation Ground Management Committee for Hosting 2018 Australia Day Celebrations</b> – Enquired if Council had written to the Committee to	GM advised a letter had already been sent.
DEES	<b>Cr Verdon – Request for Disabled Access Ramps in Front of Shops in The Rock</b> – Enquired if Council could consider the installation of disabled access ramps up the kerb in front of shops in The Rock (in particular the supermarket and butcher)?	DEES advised he will investigate and include on the new 5-year Active Transport Plan as appropriate. Complete.
DEES	<b>Cr Verdon – Old Grave Site in Road Reserve on Old Trunk Road</b> – Enquired if Council could tidy up the old grave site in the road reserve on Old Trunk Road?	DEES advised he will investigate. DEES currently investigating, however the grave site is not considered a significant hazard. Investigations undertaken and Council propose no action. Complete.
DEES	<b>Cr Schirmer – Request for 15 Minute Parking Space Near Bendigo Bank, Lockhart</b> – Enquired if one “15 Minute Parking” space could be installed near the Bendigo Bank in Lockhart?	DEES advised he will investigate and take appropriate action. DEES has engaged Road Safety Officer to investigate.
DEES	<b>Cr Schirmer – Weeds in the Lagoon at Hodgson Park</b> – Enquired if the weeds in the lagoon at Hodgson Park could be removed?	DEES advised he will investigate and take appropriate action. DEES has requested Environmental Officer to investigate.

<b>Ordinary Council Meeting held 18 December 2017 – Councillor Questions &amp; Statements</b>			
Councillor's Questions	GM/ DEES	<b>Cr Verdon – Cardboard Recycling in The Rock –</b> Enquired as to what is happening with cardboard recycling in The Rock, as another resident has indicated he might be able to continue with the service.	DEES advised that no community group had approached Council and felt the back of the supermarket was not the best location for this service. GM advised he will make approach to the Men's Shed to see if they are interested in providing the service similar to the Lions Club in Lockhart. Gm approached The Rock Men's Shed, and although luke warm interest they will investigate further and talk to Lockhart Lions Club.
	DEES	<b>Cr Marston – Installation of Lighting to RSL Memorabilia in The Avenue, The Rock –</b> Enquired as to whether Council could provide a quote to install lighting to the anchor, F-111 tail fin and The Avenue of Honour sign in The Avenue, The Rock for the purposes of a grant application.	DEES advised he will obtain a quote. Staff in discussions with contractor regarding quote. Quotes provided to RSL. Complete.
	GM	<b>Cr Marston – Insurance of RSL Memorabilia in The Avenue, The Rock –</b> Enquired as to whether insurance of the memorabilia is covered by Council as the memorabilia is on Council land?	GM advised that Council's insurance does cover these items and will prepare documentation to confirm this. An agreement has been prepared and forwarded to The Rock RSL for signature that documents the placement of the memorabilia in Council's custody.
	GM	<b>Cr Marston – Council Elections –</b> Enquired if Council, for the 2020 Council Elections would consider advertising its own election (not through AEC) to save money.	GM advised that this could be considered at the appropriate time, closer to the election year.
	DEES	<b>Cr Sharp – Advised of 'Speed hump' (tree root), West of Spurrells Lane, Pleasant Hills Rd.</b>	DEES advised he is aware of the lifted pavement and will re-inspect and take appropriate action. Staff have investigated and arranging remedial works.
	DEES	<b>Cr Walker - Montague's Lane, The Rock –</b> Advised that Montague's Lane requires gravelling after the last storm event.	DEES advised he is aware of the issue and the lane is due for a re-sheet in the New Year. Re-sheets scheduled to occur shortly. Re-sheets currently being undertaken. Complete.

<b>Ordinary Council Meeting held 20 November 2017 – Councillor Questions &amp; Statements</b>			
Councillor's Questions	GM	<b>Cr Marston – Potential Purchase of Land for Development</b> – Following completion of Carson Rd Development, The Rock, enquired if Council could look into the purchase of more land for development (using borrowings) – Shire-wide, but maybe concentrating on The Rock and lifestyle blocks in Yerong Creek, requesting this be put on the agenda for further discussion.	Advice has been sought from the selling agents in relation to the lots being created in State 2 of the Carson Rd subdivision currently under construction, and other development opportunities, and a report is being prepared for consideration at the March 2018 Council meeting.
	GM	<b>Cr Driscoll – Land Sales in Lockhart</b> – Enquired re. land sales in Lockhart and suggested combining lots in Green Street West to create larger blocks.	Advice has been sought from the selling agents in relation to unsold lots in the Green St West and Bond St subdivisions and a report is being prepared for consideration at the March 2018 Council meeting.
<b>Ordinary Council Meeting held 16 October 2017 – Councillor Questions &amp; Statements</b>			
	DEES	<b>Cr Douglas – Lockhart Industrial Park</b> – Enquired if trees could be planted on southern side of the Lockhart Industrial Park as a screen?	DEES will investigate and advise.
<b>Ordinary Council Meeting held 18 September 2017 – Councillor Questions &amp; Statements</b>			
Council lor's Questio ns	DEES	<b>Cr Marston – Drainage Wash Outs, Emily St to Semmlers Ln, The Rock</b> – Cr Marston advised of complaints received.	DEES advised he will investigate and take appropriate action. Nil progress to-date.
<b>Ordinary Council Meeting held 17 July 2017 – Councillor Questions &amp; Statements</b>			
Councillor's Questions	MAYOR	<b>Cr Driscoll – Fit For the Future Process</b> – Enquired as to where Council was up to regarding the FFTF process and ensuring we comply with our Action Plan.	The Mayor advised we are working on external contracting and other options regarding expanding the Shire's scale and capacity.
	COUNCIL LORS	<b>Cr Schirmer – Councillor Relaxed Visits throughout Shire</b> – Thanked Councillors who attended recent Friday night at the Pleasant Hills Pub and advised the visit was well received by the locals with positive feedback being given.	The next Councillor visit will be at Osborne Football Club training on a Thurs night, followed by a Friday fish & chips night at Yerong Creek.
<b>Ordinary Council Meeting held 19 June 2017 – Councillor Questions &amp; Statements</b>			
Councillor's Questions	DEES	<b>Cr Sharp – Culvert Cleaning</b> – Enquired if there is a schedule for culvert cleaning throughout the Shire?	DEES advised he is aware of the issue and action is taken when resourcing permits. Staff currently preparing a drainage maintenance schedule.
<b>Ordinary Council Meeting held 15 May 2017 – Councillor Questions &amp; Statements</b>			
Council lor's Questio ns	DEES	<b>Free Camping Site at The Rock</b> – Advised The Rock free camping site currently has a long-term occupier and enquired as to whether signage could be installed to advise that the site is short-term only?	DEES advised he will install appropriate signage following the current review of all caravan park/camping sites in the Shire.
<b>Ordinary Council Meeting held 18 April 2017 – Councillor Questions &amp; Statements</b>			
Councillors' Questions	DEES	<b>Cr Verdon – Song Written by Former Grader Operator Mr Keith Ball</b> – Enquired as to whether Council had a copy of the song about working on Council and if not, could a copy be obtained for historical purposes?	DEES advised he is not aware of the song and will contact the Funeral Director. Staff have spoken with family, a copy to be forwarded to Council in due course.

<b>Ordinary Council Meeting Held 16 November 2015 – Councillor Questions &amp; Statements</b>			
Councillors' Questions	DEES	<p><b>Cr Morgan – Funding Application for Brookdale Hill Blackspot</b>                      Enquired if Council has received any news on this funding application?</p>	<p>DEES advised that no news has been received to date.</p> <p>Application has been unsuccessful at Federal level, currently being assessed at State level.</p> <p>Council currently undertaking design works for the intersections.</p> <p>Design work complete. Currently investigating services relocations required.</p> <p>Project surveyed and working with Telstra regarding relocation of service. Order given to Telstra.</p> <p>Telstra cables have been relocated. Works to commence shortly on site.</p> <p>Council still waiting on funding under RRRP for 2017/18 to be confirmed from RMS.</p> <p>Funding has been confirmed and now process requires projects to be approved before works can commence.</p> <p>Works approved by RMS. Works due to commence mid-February 2018.</p> <p>Works have commenced and progressing well.</p>



**19 March 2018 Council Meeting - Correspondence Sent to Councillors**

Date to Councillors	From	Subject	File Ref
05/02/18 (e-mailed)	Cr Linda Scott, LGNSW	LGNSW Weekly – 2 February 2018	S20-007
05/02/18 (e-mailed)	Cr Linda Scott, LGNSW	President of LGNSW Weekly Update	S20-007
05/02/18 (e-mailed)	ALGA News Editor	ALGA News 2 February 2018	A75-005
12/02/18 (e-mailed)	Cr Linda Scott, LGNSW	LGNSW Weekly – 9 February 2018	S20-007
12/02/18 (e-mailed)	Cr Linda Scott, LGNSW	President of LGNSW Weekly Update	S20-007
12/02/18 (e-mailed)	ALGA News Editor	ALGA News 9 February 2018	A75-005
12/02/18 (e-mailed)	NSW Roads and Maritime Services	NSW Grain Harvest Management Scheme – July 2016 – June 2017 Harvest Period Report	R40-065
20/02/18 (e-mailed)	Cr Linda Scott, LGNSW	LGNSW Weekly – 16 February 2018	S20-007
20/02/18 (e-mailed)	Cr Linda Scott, LGNSW	President of LGNSW Weekly Update	S20-007
20/02/18 (e-mailed)	ALGA News Editor	ALGA News 16 February 2018	A75-005
26/02/18 (e-mailed)	Cr Linda Scott, LGNSW	LGNSW Weekly – 23 February 2018	S20-007
26/02/18 (e-mailed)	Cr Linda Scott, LGNSW	President of LGNSW Weekly Update	S20-007
26/02/18 (e-mailed)	ALGA News Editor	ALGA News 23 February 2018	A75-005
05/03/18 (e-mailed)	Cr Linda Scott, LGNSW	LGNSW Weekly – 2 March 2018	S20-007
05/03/18 (e-mailed)	Cr Linda Scott, LGNSW	President of LGNSW Weekly Update	S20-007
05/03/18 (e-mailed)	ALGA News Editor	ALGA News 2 March 2018	A75-005
12/03/18 (e-mailed)	Cr Linda Scott, LGNSW	LGNSW Weekly – 9 March 2018	S20-007
12/03/18 (e-mailed)	Cr Linda Scott, LGNSW	President of LGNSW Weekly Update	S20-007
12/03/18 (e-mailed)	ALGA News Editor	ALGA News 9 March 2018	A75-005

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

<b>Notes:</b>

## Staff Reports

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

#### **1. ANZAC DAY 2018 COMMEMORATIONS**

**(GM/C45-005)**

##### Executive Summary

Information has been received from the various RSL Sub-Branches in the Shire regarding arrangements for commemorating ANZAC Day on 25 April 2018. 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 Commemoration service at Lockhart Lawn Cemetery  
10.15am Form up at Commercial Hotel, Green Street  
10.30am March to cenotaph in Hebden Street  
10.45am Wreath laying ceremony  
11.00am Reassemble and march to cnr. Mathews & Green Streets  
11.30am Lunch at Lockhart Ex-Servicemen's Club.

##### **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.

##### **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

A1 - Provide support to events held within the community.

##### Legislative Policy and Planning Implications

Nil.

##### Budget and 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.

<b>Notes:</b>

**2. REQUEST FOR FINANCIAL ASSISTANCE**

**(GM/D30-005)**

Executive Summary

A request for financial assistance has been received from The Rock and District Men's Shed and is tabled for Council's consideration.

Report

The Rock and District Men's Shed has written to Council regarding the construction of a purpose-built amenities building. A copy of the letter received from the Men's Shed is attached.

The organisation's objective is to separate activities involving food preparation and consumption, office work and the like from other activities such as woodwork, metalwork and welding for health and safety reasons.

The Men's Shed has secured funding of \$19,758 from the NSW Government towards the new building and has \$7,653 of its own funds to contribute towards the concrete slab. An amount of \$5,000 is being sought from Council to meet the costs of plumbing, electrical and internal lining of the new shed. Notably the Men's Shed has proposed that the grant being requested from Council be part of the 2018/19 financial year.

The land upon which the existing building is situated, and on which the new building is proposed to be erected, is owned by Council and therefore Council will be the owner of the asset.

Integrated Planning and Reporting Reference

A1 – Build capacity, capability and partnerships to encourage sustainable community groups and clubs.

A1 – Provide support and advice to community groups, clubs and volunteers.

A3 – Provide opportunities for older residents to come together.

Legislative Policy & Planning Implications

Pursuant to section 356 of the Local Government Act 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.

A development consent has been issued by Council for the new shed in response to a development application previously lodged by The Rock and District Men's Shed.

Budget & Financial Aspects

Council's 2017/18 Budget includes an allocation of \$52,100 for the purpose of providing financial assistance to community groups in the Shire in accordance with section 356 of the Local Government Act.

As at 12 March 2018 an amount of \$25,300 has been expended from this allocation which means that there are sufficient funds to enable Council to grant the request from The Rock and District Men's Shed. Alternatively, the request could be funded from the 2018/19 Budget allocation as proposed by the Men's Shed.

Attachments

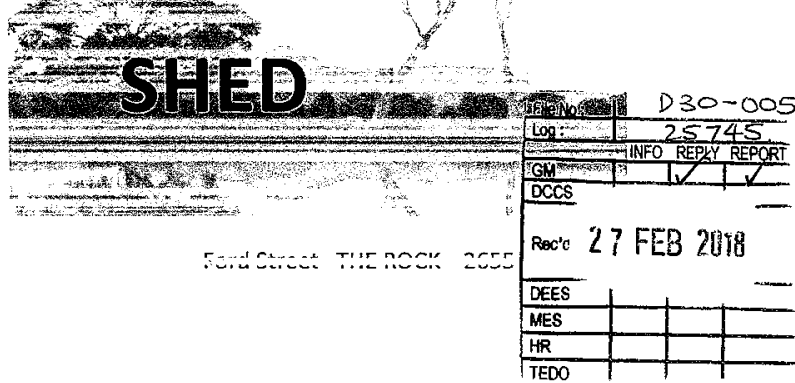
1. Letter from The Rock and District Men's Shed dated 22 February 2018.

**Recommendation:** That Council contribute an amount of \$5,000 towards The Rock and District Men's Shed new building with the contribution to be funded from the 2017/18 budget allocation for Section 356 contributions.

<b>Notes:</b>

**Attachment 1. – Letter from The Rock and District Men’s Shed dated 22 February 2018**

# THE ROCK & DISTRICT MEN’S



To the General Manager  
Lockhart Shire Council.  
Mr Peter Veneris.  
22<sup>nd</sup> February 2018.

Dear Peter,

I refer to your visit on the 21st December 2017 along with the Mayor and Deputy Mayor at our establishment at 5 Ford Street The Rock. It was our intention for Council to view the progress we had made so far, in our short time operating as a Men’s Shed. I trust you were impressed with our facilities and the warm welcome.

The premises we currently utilize, incorporates a woodwork, metalwork and welding work area. Also, within the single work shed, we meet, console, prepare and eat meals, and undertake our office paperwork. To meet best practices, we need to segregate these activities in a separate purpose built amenities building. Dust, smoke, and vermin are difficult to control in our 100+ year old workshop. It is a most unhealthy environment to conduct our affairs if not physically participating in projects at hand.

We have been successful in securing a grant from the State Government of \$19,758.00 to assist us in establishing a new building for the purpose of becoming our meeting room and dining area. The building will create a place for members to meet and discuss issues that are of concern to them, and to encourage new members from the local community. Men's shed undertakes individual and group activities in the manufacture, repair and maintenance of a range of community projects to encourage vulnerable people.

Our 22 members are motivated to establish a strong place for men to meet and carry out activities. The main building was built over a hundred years ago and has under gone considerable upgrades from the inception of The Men’s Shed. A new concrete floor to replace all the dangerous trip hazards, which reduced rats nesting under the wooden floor, courtesy of a CBP Grant. One of our members is a qualified Project Manager who is registered with the Project Managers Institute and will oversee the project. However, we need further financial assistance to carry the Plumbing, Electrical and Internal Lining costs of approximately \$5,000.00.

The quote from Cango sheds is \$27,258.00, which is a local company. The Men’s Shed have raised \$7,653 as our contribution towards the slab. These funds have been raised by supporting charity events held in The Rock. We are requesting \$5000.00 grant from the Lockhart Shire Council to help complete the project. These funds will go towards the Plumbing, Electrical and Internal Lining fit out, which includes installing a second hand kitchen. Where we can the members will carry out work as a good will contribution towards the project. As these premises are owned by the Lockhart Shire this improvement will only increase the valCanandaigua amenity of the property. The Rock and District Men’s Shed ask that this grant be part of 2018/19 year and we eagerly await a favourable response from the Lockhart Shire Councillors towards this valuable community project.

Yours Sincerely,

  
Mr Chris Mooney.

Secretary,

The Rock and District Men’s Shed.

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

### **3. NSW GOVERNMENT EASY TO DO BUSINESS PROJECT**

**(GM/E05-020)**

#### Executive Summary

The Office of the NSW Small Business Commissioner and Service NSW are providing Council with an opportunity to participate in the Small Business Friendly Council initiative and the Easy to do Business Program.

#### Report

Contact has been made with the Office of the Small Business Commissioner following a presentation made by the Commissioner at the LGNSW Annual Conference in December 2017. As a result, Council has an opportunity to participate in the Small Business Friendly Council (SBFC) initiative and the Easy to do Business (EtdB) program.

The SBFC initiative works with small businesses and councils to make local economies strong, providing councils with information and resources that build small business capacity. The SBFC initiative also showcases Councils' small business initiatives and provides information through networks, workshops, newsletters, online case study library fact sheets and other resources and activities.

The EtdB program is an integral part of the SBFC initiative and is a digital platform that creates an online one stop shop for small business and streamlines the way these businesses transact with local state and federal government.

The first EtdB initiative launched proposes to make it easier and faster for cafés, restaurants and small bars to commence operations. This is a joint initiative between Service NSW, the Offices of the NSW Small Business Commissioner, NSW Customer Service Commissioner and Local Government.

Service NSW has indicated it can take up to eighteen months to set up a café in NSW, people need to complete up to 48 forms (across three levels of Government) and comply with up to 75 different regulations across different jurisdictions. The initiative aims to reduce the time it takes to set up a café to three months.

The initiative will provide a customer, who wishes to set up a café, restaurant or small bar, with a single point of contact within Service NSW who will help them navigate all the required approvals to operate the business, for example registering the business, obtaining an ABN, and the required Council approvals.

A person looking to set up a café, restaurant or small bar will benefit from this program by:

- Getting a unique digital profile that can help fast track the approval process across local, state and federal government;
- Receiving step by step guidance through the application process;
- Having the support of a dedicated Business Concierge who can answer their questions, liaise with council, and review their applications to ensure they are 'decision ready';
- Know upfront the time, fees and effort involved.

In order to participate in the program Service NSW requires Council to pass a resolution to that effect, enter into a Service Participation Agreement and provide detailed lodgement requirements for council approvals to Service NSW.

#### Integrated Planning and Reporting Reference

B1 - Provide business support to our community.

B1 - Work in partnership with stakeholders to grow existing and attract new businesses.

#### Legislative Policy and Planning Implications

The EtdB initiative will assist persons looking to set up a business to comply with legislative requirements across the three levels government in a more streamlined way.

Budget and Financial Aspects

Participating in this project will have limited direct financial implications however some staff time and resources will be required which will come from within the existing adopted budget.

Attachments

Nil.

**Recommendation:** That Council:

- a) Advise the Commissioner for Small Business of Council's willingness to participate in the Service NSW Easy to do Business program for cafes, restaurants and small bars.
- b) Authorise the General Manager to sign the Service Partnership Agreement and other relevant documentation between Service NSW and Council.

<b>Notes:</b>

**4. LOCKHART RENEWABLE ENERGY PROJECT**

**(GM/E20-005)**

Executive Summary

The purpose of this report is to provide an update in relation to the Lockhart Renewable Energy Project and propose the next phase of community consultation to be facilitated by Council.

Report

At the Council meeting held in October 2017 it was resolved that Council:

- a) *“Supports the project in principal; and*
- b) *Enters into ‘Memorandum of Understanding’ with Better Energy Technology to further investigate the proposal; and*
- c) *Assist with grant funding applications with ARENA as well as Federal & NSW Government agencies applicable to the project; and*
- d) *Undertakes community consultation in a form and time that is applicable; and*
- e) *Further report be brought to Council as new information becomes available”.*

Councillors will be aware that, in accordance with d) above two public information sessions were held on 21 November 2017, one in the early afternoon and one in the early evening to ensure as many people as possible could attend. Notice of the public information sessions was given to all residents and business owners by way of a mail out through Australia Post.

Both public meetings were well attended with approximately 70-80 attendees at each meeting. The meetings were chaired by the Mayor of Lockhart Shire. Attendees were able to view a presentation by the project proponents Better Energy Technology (BET) and had the opportunity to ask questions. Representatives from some of the other stakeholders involved in the project, e.g. Essential Energy were also present and were able to answer questions and clarify individual issues. At both meetings attendees expressed unanimous support for the proposal.

Since that time BET has been liaising with the Australian Energy Regulator (AER) whose approval is required if the project is to proceed, the Grid Operator Essential Energy and with various Government Departments and funding bodies. BET has provided an update on its activities in this regard which is attached.

Notwithstanding the unanimous support for the project expressed at the public meetings, it is noted that not all residents and electricity consumers were present at the meetings. It is understood that AER will require explicit informed consent to be obtained from everyone. This may not necessarily mean 100% support for the project amongst all affected residents and businesses however it will be necessary to demonstrate that everyone has at least been informed and has had an opportunity to express their view.

To this end it is proposed that the next phase of the consultation process be to mail out to all premises an information brochure providing an outline of the project proposal as presented at the public information sessions, as well as a summary of the questions asked and answers given at the public meetings in the form of Frequently Asked Questions.

This brochure will also include a cut out and return section so that individuals can express support or opposition to the project or seek further information in relation to the project. This way everyone will have received the same information and the same opportunity to support or oppose the project.

AER is also being consulted on the content of the draft brochure and the distribution of the brochure may be timed to coincide with the period when AER place BET's application on public exhibition and invites submissions.

A draft copy of the document proposed to be mailed out to all premises in Lockhart is attached.

Integrated Planning and Reporting Reference

- B1 - Provide strong strategic direction for economic development.
- C1 - Where practical improve the energy efficiency of Council buildings.
- C1 - Develop and implement a strategy that works towards Lockhart Shire being carbon neutral.
- C1 - Investigate installation of new energy efficient street lighting.
- C1 - Investigate programs and initiatives that promote renewable energy options for households and industry.

Legislative Policy and Planning Implications

In order to proceed the Lockhart Renewable Energy Project will require regulatory approval from the Australian Energy Regulator, planning approval from Council and Government support.

Budget and Financial Aspects

The proposal is dependent on the proponent securing finance including government funding for the project. Council will be in a position to provide in-kind contributions including, facilitating community consultation, engineering and logistical support.

Attachments

1. Project Update received from Better Energy Technology Pty Ltd
2. Draft Lockhart Renewable Energy Project Information Brochure.

**Recommendation:** That Council:

- a) Notes the project update provided by Better Energy Technology Pty Ltd; and
- b) Endorse the Lockhart Renewable Energy Project Information Brochure for distribution to Lockhart premises.

<b>Notes:</b>

**Attachment 1. – Project Update received from Better Energy Technology Pty Ltd**

**BET**

Unit 8  
1-3 Avalon Parade  
Avalon NSW 2107

PO Box 48  
Avalon NSW 2107

Telephone: +61 419266932  
[www.betterenergy.tech](http://www.betterenergy.tech)

Better Energy Technology Pty Ltd  
(ACN 604194005)

7<sup>th</sup> of March

Peter Veneris  
General Manager  
Lockhart Shire Council  
Lockhart

Via Email

Dear Peter,

RE Update of Lockhart Renewable Energy Project

The project is progressing well. I have detailed the following for your consideration and to be shared with the Councillors of Lockhart Council.

Current Status

After the successful town meeting we have embarked on two critical pathways for the project:

1. The application to connect to the grid with Essential Energy. This was lodged late in 2017 and is still under consideration with Essential Energy. We expect to hear from them in the new few weeks. Without the connection to the grid we can't sell the surplus energy on the wholesale market which will allow a cross subsidy to the supply of power to the Town of Lockhart. As soon as we know the status of the application BET will inform Council.
2. Further to our application to connect we are also negotiating a set fee for the access to the Essential Energy micro-grid in Lockhart and the grid in general. These negotiations are progressing well to achieve an acceptable price for the project and the town.
3. Application to the Australian Energy Regulator (AER) for an Individual retail exemption to sell power to the Town of Lockhart. This exemption will allow BET to both generate the power and sell it through a micro-grid to the citizens of Lockhart, which will be bounded by the town borders. This application was made in early February and is under review. The role of council here is important in managing the community consultation process. We will need to encourage citizens to lodge letters of support with the AER. As this is the first town in Australia to have such an arrangement whereby all the power is produced locally and sold through an embedded network, the approval process is not quick.

BET is securing the preferred suppliers to the project. Siemens has submitted its cost structure and scope of works, including the lithium-ion batteries. We have selected a flow battery as an alternate technology with the aim of benchmarking the two technologies from a performance point of view. We are in the final stages of selecting other vendors including the digester and the methane generators.

BET has assembled a team of construction and management experienced professionals ready to go for the project. Jason Samuelson from Wagga is an electrical engineer and has worked for Essential Energy in the past. He will oversee the project in Lockhart. Assisting him from a consulting point of view will be Johnathan



## **BET**

Davis who also will also supervise the construction of the solar farms. Johnathan is very experienced in that area having built several medium and large-scale solar facilities around Australia.

BET is also supported by Ted Wziontek, who has built large power station facilities, during his tenure as a former senior executive at Transfield and with other utility companies, and in managing large-scale infrastructure projects. Ted is providing crucial advice to BET in its application for funding with ARENA, and debt providers as well as reviewing the appointment of suppliers.

A key supplier also providing invaluable assistance is Siemens and Warner Priest with technical team has been a tireless supporter, keen to see the total Siemens control systems and renewable energy package being showcased in Australia.

We are also putting together the legal framework for the project – the work on that is considerable. Part of that consideration will be the form of the public/community ownership that will emerge after ten years of operation. That work will be handled by Baker McKenzie.

BET is now focussed on securing funding for the project. We have made an application to NSW Government, which is being favourably reviewed and we are in the final stages of applying to ARENA for significant grant money. Further approaches are being made to debt and equity providers with a nominal deadline of having agreements in principal by the end of the month.

Lockhart remains the first town of its kind to be powered by localised renewable energy in Australia and we are on track to become operational by the end of the year, however there remains processes that are out of our control, particularly with regards to regulation.

I thank you for your patience and support.

Yours sincerely,

Gordon Hinds  
CEO

**Attachment 2. – Draft Lockhart Renewable Energy Project Information Brochure**

# Lockhart Renewable Energy Project



# BET



## Introduction

The town of Lockhart has an opportunity to participate in a renewable energy demonstration project.

The proposal in broad terms is to have 100% of Lockhart's electricity generated locally by various renewable sources. Under the proposal the town would remain connected to the existing electricity grid.

In order to proceed the project will require funding from both Federal and State Government agencies, as well as the approval of the Australian Energy Regulator (AER). The potential benefits however are significant including reduced power costs to consumers, improved energy security and new investment in the town.

In November 2017 all residents in the town were notified, by way of a letter drop, of the opportunity to attend two public information sessions. Residents that attended these meetings were able to see a presentation from the proponents of the project, Better Energy Technology Pty Ltd (BET), outlining the project in more detail and had the opportunity to ask questions and make comments regarding the proposal.

The two public information sessions were timed to occur one in the afternoon and the other in the early evening to provide as many residents as possible the opportunity to attend. Over 200 residents did attend which represented a majority of the adult population of Lockhart. They were logged as attending by Council staff. The residents after the presentation voted unanimously to support the Renewable Energy project. However Council understands that not all residents were able to attend and so will continue the consultation process.

The purpose of this information sheet is to provide a summary of the project as presented at those public meetings and the questions that were raised and the responses given.

**Council and the project proponents would welcome your feedback, indication of support for the project or any questions or concerns you have regarding the proposal. You can do this by completing and returning the tear off section at the rear of this brochure.**

Further the Council wishes to inform residents that the application to the regulator AER by BET is an open and public process. Residents and business owners are welcome to make submissions to AER through their website - (weblink to be inserted)

## Project Summary

- The town of Lockhart has been chosen to participate in a demonstration of the viability of retro fitting an existing town to being 100% self-sufficient in renewable energy.
- Lockhart has been chosen by the project proponents, Better Energy Technology Pty Ltd (BET), because of:
  - Its size (about 1,000 people, 300 homes, 12.8 megawatt Hours a day average consumption);
  - It is physically contained in a grid format;
  - Is NBN connected;
  - Has its own local council in town with necessary assets - resources, land, EPA designated areas etc.
  - It has a mix of residential, commercial and service customers.
- In other words Lockhart is small enough to make a demonstration project such as this feasible, but still has the range of electricity customers that mirrors a large urban centre including homes, businesses, industry, schools, a hospital etc.
- Once demonstrated that it can be done the project can be replicated in larger urban areas.
- There will be zero threat to Lockhart's power security as the connection to the State's electricity grid will remain. Essential will create a bypass line around the town with an automatic default switch (in seconds) in the event the localized generation fails.
- Essential Energy will maintain the current grid. Discussions are underway between BET and Essential Energy in relation to fee structure/network charges for the project.
- All the electricity would be generated within the town from a variety of renewable sources including:
  - ◇ Two Solar farms each 4.9 megawatts producing approximately 40 megawatt hours of power a day
  - ◇ 2 Biomass Generators (methane) each 250 kilowatt system (German) producing 10 megawatt hours of power a day
  - ◇ Four different battery storage technologies, which allow for load shifting from peak generation, including:
    - AES - 1 lithium; Redflow – Flow; Ecoult - a lead acid battery;
    - Ambri - the new liquid metal battery;

- It's BET's plan to migrate these generation assets to community ownership after ten years however it is still to be determined how this might occur. Most likely is a limited Public Company
- Any excess from individual or local generation will be first sold into a local energy marketplace, and then into the State electricity grid.
- Localised generation of electricity will reduce service and grid costs and will increase power reliability.
- Solar Feed in Tariffs would be maintained at existing net benefit levels.
- Smart meters will be installed on all premises at no cost to individual owners.
- Benefits of the proposal to Lockhart include; -
  - New investment in the town;
  - Lower cost of electricity;
  - Increased energy security;
  - Long term income stream from excess energy production;
  - Potential increase in commercial activity due to reduced electricity costs relative to the region;
  - Publicity and a boost in environmental tourism boost;
  - Improved environmental outcomes;
  - Optimisation of all electricity use in the town through smart metering and systems;
  - Other benefits such as conversion of street lighting to LED, provision of an electric car charging station etc.
- There are numerous stakeholders involved. For the proposal to be implemented it will require: -
  - Funding from a number of sources including the Commonwealth Government (ARENA), State Government and debt financing by BET which is yet to be confirmed.
  - Approval from the Australian Energy Regulator and;
  - Council's own planning approval processes;
- Council's contribution to the project would be to provide land for some of the infrastructure, logistical and engineering, in kind support and assistance with grant applications etc. and co-ordinating community consultation processes.



## Frequently Asked Questions

Residents who attended either of the two public information sessions had the opportunity to ask questions and make comments in relation to the proposal. For the benefit of residents who were unable to attend these sessions the various questions and issues raised have been summarised and presented below in the form of Frequently Asked Questions.

**1. What happens if insufficient power is generated by the renewable sources?**

*The town of Lockhart will remain connected to the State electricity grid and will be able to source electricity from the grid in the conventional way if necessary.*

**2. If the demonstration project fails? Will residents be left without power?**

*No. Lockhart will remain connected to the State electricity grid. If the project does not succeed for any reason residents will be able to revert to the current situation and approach any of the existing electricity retailers regarding an electricity supply contract.*

**3. What happens to any surplus power generated by the town?**

*The proposal is for Lockhart to be 100% self-sufficient on electricity generated locally from renewable sources. Any surplus electricity generated will be sold back into the local energy marketplace and then into the grid.*

**4. Who will be responsible for the maintenance and repair of the poles and wires used to distribute the power generated in the town?**

*The project proponent, Better Energy Technology Pty Ltd (BET), will enter into an agreement with Essential Energy for the continued maintenance and repair of the poles and wires as necessary.*

**5. What effect will the project have on electricity prices?**

*Generating electricity locally will result in reduced network charges and electricity tariffs. The savings could be as much as 20% however the actual amount will depend on the agreement BET will be required to enter into with Essential Energy for the maintenance and repair of the poles and wires, BET's debt financing costs, the amount of government funding involved in the project and any income generated by the sale of surplus energy back into the State electricity grid.*

**6. What happens to the power generated by the properties with existing solar panels in the town?**

*The energy generated by the existing solar panels in the town will be aggregated and fed back into the local grid or sold to the town via BET.*

**7. Will the existing solar tariffs be honoured?**

*The “net benefit” currently enjoyed by residents with solar panels will be honoured. The “next benefit” is the difference between price paid for the electricity the resident consumes and the price received when the resident sells any surplus energy back into the grid. The net benefit may vary depending on agreements entered into by individual residents.*

*The project cannot proceed without the approval of the Australian Energy Regulator. It is anticipated that any approval issued by the regulator will be conditional on no electricity consumer being worse off in terms of the energy cost and energy security.*

**8. How does this project differ from other similar proposals in Australia?**

*Other projects are supplementary systems that generate energy from renewable sources to supplement the energy provided through the State electricity grid. This project is designed to demonstrate that the whole town of Lockhart can be 100% self-sufficient on electricity generated locally from renewable sources whilst it remains connected to the State grid as a back-up.*

**9. Can individual residents choose not to be part of the demonstration project?**

*The project cannot proceed without the approval of the Australian Energy Regulator. If approved the whole town will be required to be part of the project and individuals will not be able to opt out. It is anticipated that any approval issued by the regulator will be conditional on no electricity consumer being worse off in terms of the energy cost and energy security.*

**10. Will there be any odour from the digester?**

*The digester will be wholly contained in a sealed building and therefore there should not be any odour. The project will require the normal planning approvals and therefore any development application lodged for the project will be assessed against the relevant criteria which includes environmental impact.*

**11. Will residents be able to terminate their existing contracts with electricity suppliers without penalty in order to participate in this project?**

*Yes. Any penalty will be paid (after a review) by BET. There will be at least six months notice of the change over to the new energy system so existing retailers will have plenty of notice of the change. Customers who are coming to the end of their contract should not renew it once the connection date for the new energy system is fixed (e.g. first of January 2019). There will likely be a condition for paying penalties that Lockhart customers cannot enter into long term retail contracts after BET has notified them of the new energy start date as supplied by BET. If they do then any penalty would not be paid by BET.*

**12. Will the infrastructure to be provided for this project have sufficient capacity for future growth of the town?**

*There will be capacity for future growth however the amount of capacity will depend on Essential Energy and the capacity of its infrastructure.*

**13. Who will own the generation assets and what will happen to them at the end of the demonstration project?**

*The assets will be owned by BET. It is anticipated that at the end of the demonstration project, i.e. 10 years, the community will have the opportunity to take ownership of the assets. The form of the entity that would need to be created to facilitate such a transaction, the cost involved etc. will need to be negotiated and determined.*

*Council does not intend to legally bind or commit a future Council or the community to any such transaction. However it would appear to be in the community's interest to ensure that the Council and community have the option, or first right of refusal, to acquire the assets at the conclusion of the demonstration project.*



***Please take the time to fill in your comments on the back page and return to Council.***



## Further Information

If further information is required, or if you wish to make any comments either in support or against the proposal please complete the section below by ticking the relevant box and placing it in the box provided at Lockhart Shire Council's Office, 65 Green Street Lockhart.

Please note that by expressing your support for the project will not at this stage commit you to any contract for the supply of energy.

You can also make a submission directly to the Australian Energy Regulator on line through the following link: (weblink to be inserted)

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I **DO SUPPORT** the proposal to have 100% of Lockhart's electricity generated locally by various renewable sources whilst the town remains connected to the existing electricity grid.

I **DO NOT SUPPORT** the proposal to have 100% of Lockhart's electricity generated locally by various renewable sources and have the following concerns: -

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I would like more information regarding the proposal and can be contacted as follows:-

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**5. POLICY 2.50 EVENT MANAGEMENT POLICY**

**(GM/C70-025)**

Executive Summary

A new *Policy 2.50 Event Management Policy* is tabled for Council's consideration.

Report

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 process a new policy relating to the management of organised events on public land has been developed and is tabled for Council's consideration. A draft of the new *Policy 2.50 Event Management Policy* is attached.

Lockhart Shire Council has supported organised events being held in the Shire as such events are a catalyst for economic development, generate business activity, make a contribution to positioning the Shire as a tourist destination and can provide a social, cultural, sporting or other positive experience for its own local residents.

Even though organised events have been held in the Shire every year, until now no formal policy has been in place. Whilst this has not been an issue in the past, recent experience has identified the need for a formal policy to be developed.

The purpose of this Policy is to provide a framework for the way in which Council will assess and determine applications for organised events proposed to take place partly or wholly on public land including roads, footpaths, public reserves and other Council owned or controlled venues.

For the most part the matters outlined in the Policy reflect the process that has actually applied in the past including the requirement for an Event Management Plan (EMP) to be lodged by the event organiser and approved by the Director Engineering and Environmental Services.

The main change reflected in the Policy relates to event scheduling. Even though prior to this year there have been events held in the same area on the same day in a collaborative way, the policy includes the following provision:

*"Scheduling is critical to the success of any event. When assessing an EMP consideration will be given to factors such as avoiding similar events being held in the same area, availability of required Council resources and integration with complimentary activities.*

*As a general rule events being organised by different event organisers in the same area at the same time will not be approved unless the event organisers provide written confirmation that they have no objection and are co-ordinating the complementary events in a co-operative and integrated manner."*

Integrated Planning and Reporting Reference

A1 – Facilitate and support our community to deliver vibrant and dynamic community events.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Due to the economic benefit provided by organised events the draft Policy provides that Council may provide financial or in-kind support towards organised events on the basis that any Council contribution towards an organised event is supported by a Council resolution.

Attachments

1. Draft Policy 2.50 Event Management Policy.

**Recommendation:** That the draft Policy 2.50 Event Management Policy be placed on public exhibition for a period of not less than 28 days.

<b>Notes:</b>

**Attachment 1. – Draft Policy 2.50 Event Management Policy**

## 2.50 Event Management Policy

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POLICY TITLE: EVENT MANAGEMENT POLICY

FILE REF: M05-015

EXPIRY DATE: MARCH 2021

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### OBJECTIVE

The purpose of this Policy is to provide a framework for the way in which Council will assess and determine applications for organised events proposed to take place partly or wholly on public land including roads, footpaths, public reserves and other Council owned or controlled venues.

### GENERAL PRINCIPLES

Lockhart Shire Council supports organised events being held in the Shire and acknowledges that such events are a catalyst for economic development, generate business activity, make a contribution to positioning the Shire as a tourist destination and can provide a social, cultural, sporting or other positive experience for its own local residents.

Council also acknowledges that organised events require planning, organisation, publicity, risk management, access to resources that the Council manages and in some cases regulatory approval, and that a policy framework is required to ensure that all the relevant matters are considered.

### POLICY STATEMENT

#### Event Management Plan

An organised event cannot take place wholly or partly on public land unless the event organiser has submitted an Event Management Plan (EMP) and had it approved by the Director Engineering and Environmental Services.

The EMP must include:

- 1) The dates and times of the event;
- 2) A site plan including details of all venues and locations;
- 3) A traffic management plan including details of any proposed road closures.
- 4) A list of all activities proposed as part of the event.
- 5) Information to the Director Engineering and Environmental Services' satisfaction that suitable arrangements have been made with respect to:
  - a) Toilet facilities;
  - b) Waste management;
  - c) Bus/car parking;
  - d) Temporary accommodation facilities, e.g. camping;
- 6) Evidence that the event organiser has:
  - a) Adequate insurance cover;
  - b) Informed Police, Fire & Rescue, Ambulance Service and the Lockhart Hospital of the event and any road closures;
  - c) Any other approvals required from other agencies, e.g. SafeWork NSW permit for any fireworks.

Depending on the scale of the event the Director Engineering and Environmental Services may approve an Event Management Plan subject to conditions including, but not limited to:

- Any stalls, tables, chairs or other street furniture should be erected so as not to impede or obstruct the general public from traversing along the public footpath
- Business owners to be consulted prior to erecting any stalls outside their premises and ensuring that stalls do not impede access to business premises.

#### Event scheduling

Scheduling is critical to the success of any event. When assessing an EMP consideration will be given to factors such as avoiding similar events being held in the same area, availability of required Council resources and integration with complimentary activities.

As a general rule events being organised by different event organisers in the same area at the same time will not be approved unless the event organisers provide written confirmation that they have no objection and are co-ordinating the complementary events in a co-operative and integrated manner.

#### Council Contributions and In-kind support

Due to the economic benefit provided by organised events the Council may provide financial or in-kind support towards organised events.

Any Council contribution towards an organised events must be supported by a Council resolution.

*Adopted by Council xx Xxxx 2018  
Refer minute xxx/18*

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

### **6. BIOSECURITY AND ENVIRONMENTAL REPORT**

(DEES/N10-025)

#### Executive Summary

Monthly report on priority weeds and environmental matters.

#### Report

#### **Weeds**

##### ***Property Inspections***

The majority of inspections were carried out on residential properties, targeted after a change of ownership. Rural properties were inspected by request of landholders.

The weeds most commonly found were Horehound (*Marrubium vulgare*), St. Barnaby's Thistle (*Centaurea solstitialis*), and St. John's Wort (*Hypericum perforatum*).

Other weeds found in lower frequency were Bathurst Burr (*Xanthium spinosum*), Lippia (*Phyla canescens*), Sweet Briar (*Rosa rubiginosa*), Prickly Pear (*Opuntia* sp.), Privet (*Ligustrum* sp.), Devil's Rope (*Cylindropuntia* sp.), Athel Pine (*Tamarix aphylla*), Silverleaf Nightshade (*Solanum elaeagnifolium*), and Asparagus weed (*Asparagus* sp.).

No. 1 <sup>st</sup> Inspections	No. Re- inspections required	No.2 <sup>nd</sup> Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No. 3 <sup>rd</sup> Inspections
15	2	8	0	0	1

It is encouraging how many residents, both residential and rural, are contacting the Council's office regarding plant identification, and expressing their concerns of possessing an undesirable weed on their properties. No priority weeds have been discovered through this process, but it does reinforce the Council's ability to detect, eradicate and contain new incursions in our shire.

#### ***Spray Program***

Priority for spraying has been given to the control of Horehound (*Marrumbium vulgare*), St. John's Wort (*Hypericum perforatum*), St. Barnaby's Thistle (*Centaurea solstitialis*), Bathurst Burr (*Xanthium spinosum*), and control of all weeds within known Spiny Burrgrass (*Cenchrus spinifex*) sites. The spraying of all weeds on the shoulders of roads has also been a priority, with an emphasis on infestations of Feathertop Rhodes Grass (*Chloris virgata*).

#### ***Local Government Weed Officers Meeting***

Local Government Weed Officers met at Coolamon on 14 February. Issues discussed included the increased role of Local Land Services regarding the Weeds Action Program. Next financial year the Regional Weed Coordinator will be a member of staff from Riverina Local Land Services, who will be responsible for the distribution of the WAP funding and reporting obligations. As a result, councils within the Riverina and Murray are losing the outstanding support of Paula Bosse, who has been in this coordinator's position for the last seventeen years. Paula has been an indispensable asset to weed officers, in the delivering of the Weeds Action Program, defending the proposed obligations of weed officers imposed by state government, and integral in every aspect of achieving the WAP obligations. Her knowledge and commitment will be sadly missed.

The Riverina Local Land Services Regional Weeds Committee meeting is scheduled for 6 March at Binya.

## **Pests**

### ***Common White Snail***

Inspection of Fairview Lane occurred on 20 December 2017. No live common white snails were found. Baiting of the site occurred on this date, and the vegetation in the laneway was sprayed. Reinspection will be scheduled for early in the new year.

### ***Autumn Fox Baiting***

Advertising for the upcoming autumn fox baiting has occurred. Baiting is scheduled to start on 7 March at Galore Hill Scenic Reserve and Kincaids Reserve, in conjunction with Riverina Local Land Services and surrounding property owners.

## **Environmental Matters**

### **Eastern Riverina Landcare Network**

The Eastern Riverina Landcare Network has been successful in obtaining funding, in partnership with Petaurus Education Group, in delivering one day educational events with local schools, providing activities in environmental awareness, Aboriginal art and culture, and issues regarding the protection of these factors while sustaining agriculture. To involve the whole community, students are encouraged to return with their parents to the evening event, which is open to all and will involve activities regarding the same issues.

The first event is scheduled for 4 April at Fiveways TSR on Munyabla Cemetery Road. Henty Public School, Pleasant Hills Public School and St Paul's Lutheran Primary School have confirmed that students will be attending the day activities. The theme for this event will be squirrel gliders and habitat connections.

The second event is scheduled for 8 May at the Galore Hill Scenic Reserve. Lockhart Central School and St Joseph's Primary School have confirmed that students will be attending the day activities. The theme for this event will be reptiles and Aboriginal culture and heritage.

A third event was proposed for The Rock Nature Reserve. Due to a lack of interest from surrounding schools within this vicinity, the third event will probably occur within the Wagga Wagga local government area.

The next Eastern Riverina Landcare Network meeting will be held on 16 April at Yerong Creek Bowling Club.

### Integrated Planning and Reporting Reference

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

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

C3 – Flora and fauna are protected across the Shire.

### Legislative Policy and Planning Implications

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

### Budget and Financial Aspects

Will be conducted within Council's allocated budget.

### Attachments

Nil.

**Recommendation:** That the information in this report be noted.

<b>Notes:</b>

## **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:* All three grader crews are on construction projects being shoulder widening on Osborne Yerong Creek Road, gravel re-sheets, with the third undertaking the Brookdale Hill project.

Once construction projects are completed the crews will return to maintenance grading in accordance with the updated programme.

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

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

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

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

- (b) *Flood Mitigation:* Refer to Major Projects update.

- (c) *Road Safety Officer:* Nil to report.

- (d) *Traffic Committee:* Nil to report.

- (e) *Lockhart Local Emergency Management Committee:* Nil action to report.

- (f) *Fleet:* Staff are now obtaining quotes and preparing budget for plant replacement for 2018/19 year.

#### Legislative Policy and Planning Implications

Nil.

#### Integrated Planning and Reporting Reference

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



Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

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

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

<b>Notes:</b>

**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 is as follows:

- a) *Swimming Pools Upgrade:* Council recently submitted grant application under the NSW Government's Regional Growth Fund – Stronger Country Communities. It is hoped Council will hear shortly on the outcome of this application. Council has called for tenders for both swimming pool construction as well as building works for both pools. See further report to Council at March 2018 meeting.
- b) *The Rock Sewer Extension:* Construction work has been progressing well with works due to be completed in the next 4 weeks. There have been 53 confirmed properties agreeing to connect to the scheme.
- c) *Demolition of Voluntary Purchase Properties:* Demolition work at 38 Day Street, The Rock has been completed. A grant application has been submitted for Voluntary Purchase of properties in Lockhart for the next three years. The Voluntary Purchase of properties in The Rock has been completed.

Negotiations with a fifth property owner in Lockhart continue with a valuation being obtained.

- d) *Flood Mitigation Construction-Lockhart:* Scott Newbery Earthmoving P/L has commenced construction work on the Lockhart Government Dam Levee with works progressing well. It is anticipated works will be completed in April 2018. Council has submitted a grant application for Stage 2 flood mitigation works in Lockhart, being the drainage system east of Industrial Park.
- e) *Flood Mitigation Construction-The Rock:* The Rock Strevens Street drainage works funding from OEH has been received. Tenders for the works have been called. See further report to Council at March 2018 meeting.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

- (i) Pools – total refurbishment costs estimated to be \$4.2M for both pools
- (ii) The Rock Sewer Extension – budget for stage 1 construction is \$1.25M
- (iii) VP Demolition – Round 3 – purchase & demolition costs for both properties is anticipated to be \$420,000, with OEH to provide grant funding of approximately \$360,000
- (iv) Flood Mitigation Construction – funding now received for Lockhart Government dams is \$407,000 from OEH. Funding received for Streven Street is \$652,941. Construction budget for both projects is \$1.306M, with \$693,000 planned for 2017/18.

Attachment

Nil.

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

<b>Notes:</b>

**9. PARKS AND GARDENS REPORT**

**(DEES/P10-005)**

Executive Summary

Monthly report on parks and gardens.

Report

**Wal Alexander Park**

\$15000 was allocated in this year's budget to refurbish the playground equipment at Wal Alexander Park. It was proposed that the old tubular unit be removed and replaced with swings and the combination unit be brought up to current standards. The company that carried out the past refurbishment of Lockhart Recreation Playground has indicated refurbishing the Wal Alexander unit will not be possible due to the primary poles of the structure being round instead of square like most current equipment. Quotes have been sought and it is possible to supply and install a combination unit of a similar size and a double swing within the \$15000 budget. Council staff will remove existing playground equipment and replace with new combination unit and double swing.

**Pools**

Activities such as movie nights, pool inflatable, water aerobics, swimming club and lessons have all helped achieve good numbers through the gates this season; final attendance figures will be available shortly. Maintenance of the grounds will revert to the P&G crews upon closure of facilities.

**Round-A-Bout Street Lamp**

A possible match for the glass in the lamp has been found; a glazier will be contacted to cut and fit the panel.

**Trees**

Watering of newly planted trees has been scheduled regularly throughout the warmer months. Annual pruning of street and park trees will commence as cooler weather sets in.

**Mowing and Slashing**

Although scheduled summer slashing was undertaken, regular rain and humidity have created ideal growing conditions; all areas have required extra allocation of time and resource this season. Lockhart crews focused their attention on completing roadside and park mowing in the week leading up to the Lockhart Vintage Fest and Truck Show. Fortnightly mowing and edging is being conducted for most irrigated areas during the growth season.

**Weed Control**

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

**Parks and Gardens**

The Shire's roses are in full bloom, dead heading is being conducted regularly to keep them at their best.

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

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

**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.

<b>Notes:</b>

**10. LOAN BORROWINGS**

**(DCCS/A15-002)**

Executive Summary

Council's 2017/18 Sewer Fund Budget incorporates loan borrowings for the purpose of completing the extension of sewerage services at The Rock. The Delivery Plan also forecasts General Fund borrowings over the next two financial years for the purposes of upgrading the Lockhart and The Rock swimming pools. A resolution of Council is required to formally enter into a loan agreement and implement this aspect of Council's Budget.

Report

Council's 2017/18 adopted Sewer Fund Budget incorporates loan borrowings of \$1 million for the purpose of completing the extension of sewerage services at The Rock. The total cost of the sewer extension is estimated to be \$1.285 million with the balance of the cost being funded from Reserve.

In addition to the borrowings proposed in the Sewer Fund Budget, Council's Delivery Plan also forecasts General Fund borrowings of \$500,000 over the next two financial years (\$300,000 in 2018/19 and \$200,000 in 2019/20) towards undertaking necessary repairs and upgrades to the Lockhart and The Rock swimming pools at an estimated total cost of \$2 million. In the Delivery Plan that was publicly exhibited prior to its adoption Council also flagged its intention to pursue grant opportunities which, if successful, would enable the full refurbishment of the swimming pools at an estimated cost of \$4.2 million.

Council has received verbal and written advice that the outcome of Council's grant application under the Stronger Country Communities Fund will be announced in March. At the time of finalising the Council meeting agenda the outcome of Council's application had not been announced however an announcement is expected in the near future.

It should also be noted that Council's budget estimates for the swimming pool projects have been based on internal estimates and the recent experience of other councils which have upgraded their swimming pool complexes. In accordance with a resolution passed at the February 2018 Council meeting formal tenders have been invited for the swimming pool upgrades and the market's response will determine the actual costs. A separate report regarding the outcome of the tender process will be tabled in the closed section of the Council meeting.

At the February 2018 Council meeting it was also resolved to hold a Councillor Workshop on 19 March 2018 prior to the Council meeting to consider Council's borrowing requirements. Whilst the 2017/18 Operational Plan Budget and the 2017-2021 Delivery Plan forecast certain borrowings for the swimming pool upgrades, the actual borrowing requirements will depend on:

- a) The outcome of Council's grant applications; and
- b) The market's response to the tender process; and
- c) The extent to which Council wants to utilise borrowings versus Council's cash Reserves to fund the balance of the cost of the projects after the receipt of any grant funding.

Having regard to the above variables, information will be presented at the Councillor Workshop based on a number of different scenarios.

One of the benefits of having been declared financially fit following the State Government's "Fit for the Future" process, is the ability to access loans from the NSW Treasury Corporation (T-Corp). Access to T-Corp loans, which are at more competitive rates than are otherwise available through traditional lenders and have no fees, is limited to infrastructure projects. Lockhart Shire Council has been declared financially fit and therefore has access to T-Corp loans.

The following terms are currently available through T-Corp:

<u>Term:</u>	<u>10 years</u>	<u>20 years</u>
Minimum amount	\$1 million	\$2 million
Interest rate:	3.45% fixed	3.95% fixed

The interest rates shown above are indicative only with the actual interest rate applying to any loan to be determined at the time the loan agreement is entered into.

Under T-Corp's terms a longer term of 20 years is only available for loans of \$2 million or more.

Integrated Planning and Reporting Reference

D1 - Provide and maintain efficient sewage systems that allows for current and future community needs.

D1 - Prepare and implement strategic replacement and upgrade plans for Lockhart and The Rock Swimming Pools to address ageing infrastructure and to meet the community's long-term needs.

E1 - Council is strong, sustainable and able to stand alone - Plan for the long-term sustainability of the Shire.

Legislative Policy and Planning Implications

Part 12 of the Local Government Act 1993 allows councils to borrow at any time for any purpose allowed under the Act by way of an overdraft or loan or by any other means approved by the Minister.

Budget and Financial Aspects

Council's 2017/18 adopted Budget incorporates loan borrowings of \$1 million for the Sewer Fund.

The Delivery Plan includes General Fund borrowings of \$500,000 over the next two financial years (\$300,000 in 2018/19 and \$200,000 in 2019/20) towards undertaking necessary repairs and upgrades to the Lockhart and The Rock swimming pools at an estimated total cost of \$2 million.

However, bearing in mind that Council also flagged its intention to pursue grant opportunities which, if successful, would enable the full refurbishment of the swimming pools at an estimated cost of \$4.2 million, Council's actual borrowing requirements will depend on:

- a) The outcome of Council's grant applications; and
- b) The market's response to the tender process; and
- c) The extent to which Council wants to utilise borrowings versus Council's cash Reserves to fund the balance of the cost of the projects after the receipt of any grant funding.

Attachments

Nil.

**Recommendation:** That Council:

- a) Determine its borrowing requirements following the Councillor Workshop to be held on 19 March 2018, the consideration of tenders received for the Lockhart and The Rock swimming pool refurbishments and the outcome of Council's grant applications relating to the swimming pool projects.
- b) Subject to 1) above, make a loan application to T-Corp for the purposes of extending the sewer at The Rock and upgrading the Lockhart and The Rock swimming pools
- c) That the Mayor and General Manager be authorised to sign the Council Declaration Form, Loan Facility Agreement and other relevant documentation under the seal of Council.

<b>Notes:</b>

**11. HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM**

**(DEES/G10-005)**

Executive Summary

Council staff have recently undertaken bridge assessments for most of its major bridge structures.

Report

As reported at the May 2017 Council meeting, Council staff have recently undertaken bridge assessments for nine (9) of its major bridge structures. The bridges/culverts assessed include:

- Urana Lockhart Road (MR59) bridge over Brooking Creek at Lockhart
- Green Street causeway over Brookong Creek
- The Rock Collingullie Road (MR543) bridge over Burkes Creek
- Yerong Creek Mangoplah Road bridge over Yerong Creek
- Henty Pleasant Hills Road, east of Woodend Fiveways Road – 9, 12, and 18 cell culvert systems
- Bidgeemia Road bridge over Urangeline Creek
- Western Road bridge over Urangeline Creek.

All of these structures have been assessed as unable to carry Higher Mass Limits (HML) loadings and some are struggling to be satisfactory to carry single-axel trucks.

Council has been successful in receiving funding under Round 3 of the Fixing Country Roads program of \$959,766. Council has budgeted to contribute \$612,459 towards the project to upgrade these structures to HML.

Round 6 of the Heavy Vehicle Safety and Productivity Program (HVSPP) is currently open and closes on 30 March 2018. Council staff propose to submit an application, to leverage off funding already received, to undertake the following:

- Flood proof Green Street causeway/culverts (refer report to Council October 2017 where Council endorses the proposed new culvert upgrade across Brookong Creek on Green Street, Lockhart).
- Upgrade drainage and seal Flood Detour Road (including improving drainage in vicinity of Spanish Ave), Lockhart as a safe heavy vehicle alternative/bypass route in all weather conditions
- Replace causeway with culverts on Bullenbung Road, The Rock
- Replace causeway with culverts on Lockhart The Rock Road, Milbrulong.

Staff cost estimates for the above projects is \$790,000 and compliments the drainage structures upgrade under the Fixing Country Roads program. This would give a total project cost of upgrading drainage structures and access for heavy vehicles to \$2,362,225, with Council's contribution totalling 26%.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

Roads Act 1993.

Budget and Financial Aspects

- Total cost to upgrade/repair the drainage structures and upgrade Flood Detour Road is in the order of \$2,362,225
- For best chance of grant application success Council should contribute minimum 25% of the cost of the works.

Attachments

Nil.

**Recommendation:** That Council applies for grant funding in Round 6 of the Heavy Vehicle Safety and Productivity Program of up to \$800,000.

<b>Notes:</b>

**12. POLICY 2.6 PUBLIC ARTS POLICY**

**(GM/C70-025)**

Executive Summary

A revised *Policy 2.6 Public Arts Policy* is presented for Council's consideration.

Report

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 process of reviewing Council's policies, *Policy 2.6 Public Arts Policy* has been reviewed and the revised Policy is tabled for Council's consideration. A revised *Policy 2.6 Public Arts Policy* is attached.

The main change made to the existing policy is to note that Council will provide insurance cover for public art and other items made available by organisations or individuals for displaying on Council land irrespective of whether the items have been loaned or gifted to Council.

Council's insurance policy extends cover to public art and other items in Council's care control and custody regardless of whether or not Council owns the items.

What is important for insurance purposes is that documentation exists confirming that the items have been either loaned or gifted to Council and that Council has accepted care, control and custody of the items. The Policy has been reviewed to reflect this.

Examples of items covered by Council's insurance policy but not owned by Council include the Wool Art at the Doris Golder Gallery and the items of military memorabilia in the Avenue of Honour at The Rock. A loan agreement was already in place in relation to the Wool Art and one is now being put in place with The Rock RSL Sub-Branch for the military memorabilia.

Integrated Planning and Reporting Reference

D2 – Our built heritage and our public art are enhanced to support our strong town and village identities.

D2 – Provide a public art experience that reflects our community identity.

Legislative Policy and Planning Implications

Council's insurance policy extends cover to public art and other items in Council's care, control and custody regardless of whether or not Council owns the items.

Budget and Financial Aspects

Nil.

Attachments

1. Amended *Policy 2.6 Public Arts Policy*.

**Recommendation:** That the amended *Policy 2.6 Public Arts Policy*, as presented, be adopted.

<b>Notes:</b>

**Attachment 1. – Amended Policy 2.6 Public Arts Policy**

## 2.6 Public Arts Policy

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POLICY TITLE: PUBLIC ART POLICY

FILE REF: C70-025

EXPIRY DATE: MARCH 2021

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### OBJECTIVE

This Policy is to provide guidance to members of the community who wish to make art or other items available to Lockhart Shire Council for the purposes of being put on public display on Council land.

### POLICY STATEMENT

Council acknowledges the significant efforts of individuals and community groups throughout the Shire who contribute to the arts within the Shire and acknowledges that the art forms provided to Council would be of benefit in attracting additional tourists to the Lockhart Shire Council area as well as provide enjoyment for local residents.

### PROCEDURES

1. Those organisations/individuals who wish Council to accept artworks or other items of interest e.g. memorabilia, heritage items etc. to be placed on Council controlled land must make written application to Council indicating the preferred location for the public art to be displayed.
2. If the organisation/individual disagrees with where the public art is to be displayed the matter be referred to Council for a final decision.
3. Council's staff will consider the requested location for the public art and take into consideration such matters as possible traffic congestion, public liability, safety issues, maintenance etc. and be authorised to approve the location without reference back to Council.
4. In all cases a written agreement must be prepared and signed by Council and the organisation/individual who wish to make the item available to Council. The agreement must indicate whether the subject item is being loaned to Council for display purposes or gifted to Council.
5. Irrespective of whether the subject item is loaned or gifted to Council, Council will arrange for appropriate insurance cover for the item. Council's insurance policy extends to items in Council's care, control and custody regardless of ownership.

*Amended by Council 19 March 2018  
Refer minute xxx/18*

*Adopted by Council 19 September 2011  
Refer minute 310/11*



13. DEVELOPMENT APPLICATIONS

(MES/P25-010)

Executive Summary

Monthly report on development applications approved by the Council.

Report

The following development applications were approved, with conditions, from 1 January 2018 to 28 February 2018.

DA No	Development	Applicant/Owner	Site of Development
38/18	New dwelling	M Shaw	18 Semmens Rd, The Rock
39/18	Erection of a fence	R Coulson	24 Queen St, Yerong Creek
41/18	Extension to existing residence	C Hopkins	10 Cape St, Milbrulong
42/18	Detached shed	A Pearson	37 King St, The Rock
43/18	New dwelling	Dennis Family Homes	37 King St, The Rock
44/18	New dwelling	Dennis Family Homes	1 Nicholas St, The Rock
45/18	Detached shed	I Burkinshaw	87-89 Brookong St, Lockhart
46/18	Second-hand dwelling	T & S Lord	58 Old Trunk Rd, The Rock
47/18	Demolition of residence	E Heffernan	93-95 Federal St, Lockhart
CDC48/18 PC	New dwelling	Metricon Homes	2 Carson Rd, The Rock
51/18	Shipping container	F Nagengast	11 King St, The Rock

Integrated Planning & Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Nil.

Attachment

Nil.

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

<b>Notes:</b>

## **STRATEGIC DIRECTION E: Strong Leadership and Governance**

### 14. INVESTMENT AND BANK BALANCES REPORT – JANUARY 2018

(DCCS/F10-010)

Executive Summary

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

Report

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

Investments:	Interest Rate per Annum	Amount Invested	% of Total
Bankwest	2.35	500,000.00	9.09%
BENDIGO	2.20	250,000.00	4.55%
BENDIGO	2.20	250,000.00	4.55%
BENDIGO	2.40	500,000.00	9.09%
BENDIGO	2.10	250,000.00	4.55%
Curve Securitys/AMP	2.30	250,000.00	4.55%
IMB Limited	2.45	500,000.00	9.09%
IMB Limited	2.45	300,000.00	5.45%
IMB Limited	2.50	250,000.00	4.55%
NAB	2.54	500,000.00	9.09%
RIM AMP	2.55	300,000.00	5.45%
RIM AMP	2.55	400,000.00	7.27%
Rim AMP	2.40	250,000.00	4.55%
RIM-amp	2.60	500,000.00	9.09%
T Corp-At Call		500,000.00	9.09%
		<b>5,500,000.00</b>	
			100.00%
Bank Account(s):			
Bank Statement Balance as at:	31 January 2018	Bendigo	757,322.02
		Macquarie	72,455.41
		Prichard Trust	31,583.62
			861,361.05
	Plus:	Outstanding Deposits	13,099.08
			874,460.13
	Less:	Outstanding Cheques	9,069.00
			<b>865,391.13</b>
General Ledger:			
General Ledger Balances as at:	31 January 2018		
	<u>FUND</u>		<u>AMOUNT</u>
	General	1490-3000-0000	98,483.12
	Combined Sewerage	8490-3000-0000	735,324.39
	Trust Fund	9991-3000-0000	31,583.62
			<b>865,391.13</b>
<b>TOTAL FUNDS HELD ARE:</b>			<b>6,365,391.13</b>

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Council's 2017/18 Operational Budget has forecast a total of \$134,000 income from interest on investments, being split between General Fund of \$110,000 and Sewer Fund of \$24,000. For the period July 2017 to January 2018, the average end of month balance of funds invested has been \$6.65 million and the average return on invested funds has been 2.41%. On these year to date figures, Council's budgeted income on investments will be achieved.

Responsible Accounting Officer Statement

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

**Recommendation:** That:

- a) the January 2018 Investment and Bank Balances Report be received and noted.
- b) the Responsible Accounting Officer Statement be noted, and the report be adopted.

<b>Notes:</b>

**15. INVESTMENT AND BANK BALANCES REPORT – FEBRUARY 2018**

**(DCCS/F10-010)**

Executive Summary

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

Report

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

<b>Investments:</b>	<b>Interest Rate per Annum</b>	<b>Amount Invested</b>	<b>% of Total</b>
Bankwest	2.35	500,000.00	9.09%
BENDIGO	2.10	250,000.00	4.55%
BENDIGO	2.25	250,000.00	4.55%
BENDIGO	2.20	250,000.00	4.55%
BENDIGO	2.20	500,000.00	9.09%
Curve Securitys/AMP	2.30	250,000.00	4.55%
IMB Limited	2.45	500,000.00	9.09%
IMB Limited	2.45	300,000.00	5.45%
IMB Limited	2.50	250,000.00	4.55%
NAB	2.45	500,000.00	9.09%
RIM AMP	2.55	300,000.00	5.45%
RIM AMP	2.55	400,000.00	7.27%
Rim AMP	2.40	250,000.00	4.55%
RIM-amp	2.60	500,000.00	9.09%
T Corp	At Call	500,000.00	9.09%
		5,500,000.00	100.00%
 <b>Bank Account(s):</b>			
Bank Statement Balance as at:	28 February 2018	Bendigo	870,962.22
		Macquarie	250,216.20
		Prichard Trust	31,587.64
			1,152,766.06
Plus:	Outstanding Deposits		94,780.08
			1,247,546.14
Less:	Outstanding Cheques		17,464.98
			1,230,081.16
 <b>General Ledger:</b>			
General Ledger Balances as at:	28 February 2018		
	<u>FUND</u>	<u>JOB NO.</u>	<u>AMOUNT</u>
	General (PTD)	1490-3000-0000	589,064.05
	Combined Sewerage	8490-3000-0000	609,429.47
	Trust Fund	9991-3000-0000	31,587.64
			1,230,081.16
<b>TOTAL FUNDS HELD ARE:</b>			<b>6,730,081.16</b>

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Council's 2017/18 Operational Budget has forecast a total of \$134,000 income from interest on investments, being split between General Fund of \$110,000 and Sewer Fund of \$24,000. For the period July 2017 to February 2018, the average end of month balance of funds invested has been \$6.60 million and the average return on invested funds has been 2.40%. On these year to date figures, Council's budgeted income on investments will be achieved.

Responsible Accounting Officer Statement

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

**Recommendation:** That:

- a) the February 2018 Investment and Bank Balances Report be received and noted.
- b) the Responsible Accounting Officer Statement be noted, and the report be adopted.

<b>Notes:</b>

**16. JOINT ORGANISATIONS OF COUNCILS**

**(GM/R30-015)**

Executive Summary

The purpose of this report is to provide an update in relation to the establishment of Joint Organisations (JOs) including the release of Draft Regulations and the opportunity to provide feedback in relation to them.

Report

Council at its meeting held on 5 February 2018 passed the following resolution:

*"In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (Act) the Lockhart Shire Council (Council) resolves:*

- 1) *That the Council inform the Minister for Local Government (Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (Joint Organisation) in accordance with this resolution.*
- 2) *To approve the inclusion of the Council's area in the Joint Organisation's area.*
- 3) *That the Joint Organisation be established to cover the Council's area and any one or more of the following council areas:*
  - *Bland*
  - *Coolamon*
  - *Cootamundra-Gundagai*
  - *Greater Hume*
  - *Junee*
  - *Snowy Valleys*
  - *Temora*
  - *Wagga Wagga.*
- 4) *That before 28 February 2018 the General Manager provide the Minister with a copy of this resolution including the date on which Council made this resolution.*
- 5) *That, on the expiry of a period of 28 days from the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded."*

In accordance with 4) above the Minister was informed of Council's decision and provided with a copy of the resolution. In accordance with 5) above, and following the expiration of 28 days, the Minister was advised that the resolution has not been rescinded.

The other Local Government Areas named in Council’s resolution for the establishment of a JO are the current member councils of the Riverina Eastern Regional Organisation of Councils (REROC). Set out below is a summary of resolutions passed by REROC member councils and other councils in the region with respect to the Local Government Areas (LGAs) each Council has nominated in its resolution for the purposes of establishing a JO.

<b>Name of Council</b>	<b>Other LGAs nominated in Council Resolution for Establishment of a JO</b>	<b>No. of LGAs in the JO</b>
Bland	No decision at this stage	-
Coolamon	All current REROC Member Councils*	9
Cootamundra-Gundagai	All current REROC Member Councils*	9
Greater Hume	All current REROC Member Councils*	9
Junee	All current REROC Member Councils*	9
Lockhart	All current REROC Member Councils*	9
Snowy Valleys	No decision at this stage	-
Temora	All current REROC Member Councils*	9
Wagga Wagga	Leeton, Narrandera, Snowy Valleys “...and any other council area where the council also seeks to be part of a joint standalone organisation with Wagga Wagga, Leeton, Narrandera and Snowy Valleys Councils”.	4+
Albury	All current RAMROC Member Councils	13
Federation	No decision at this stage.	-
Leeton	Leeton, Narrandera, Snowy Valleys, Wagga Wagga “...and any other council that resolves to join this Joint Organisation.”	4+
Narrandera	1 <sup>st</sup> Preference – All Councils in the Riverina-Murray Planning Region*	20
	2 <sup>nd</sup> preference – Leeton, Narrandera, Snowy Valleys, Wagga Wagga “...any other council who resolved to join that organisation.”	4+

*\*Includes Lockhart Shire Council.*

*#Balranald and Wentworth Councils whilst being members of RAMROC are not in the Riverina-Murray Planning Region.*

In the meantime, the Office of Local Government (OLG) has extended the deadline for all councils to submit nominations for the establishment of JOs from 28 February to 23 March 2018. OLG has also released a Draft Regulation that will support JOs. Bearing in mind that JOs will be constituted under the Local Government Act 1993, the information released by OLG identifies which provisions of the existing Regulation applying to councils will also apply to JOs and which will not.

The Draft Regulation has been released for consideration by councils and feedback. The closing date for submissions from Council’s in relation to the Draft Regulation is Friday 16 March 2018. Bearing in mind that Council’s next ordinary meeting is scheduled to be held on Monday 19 March 2018, an extension to Tuesday 20 March 2018 was sought from and granted by OLG should Council wish to provide any feedback.

Documents released by OLG titled “*Key Aspects of the Draft Regulation*” and “*Local Government Act and JOs – What Applies and Does Not Apply*” are attached for the information of Councillors. Some of the key aspects of the Draft Regulation include:

- The JO will be required to prepare and adopt a charter that must contain, but will not be limited to the following:
  - Operational principles for the JO;
  - Governance principles for the JO;
  - A methodology for determining annual financial contributions to the JO by member councils;
- Election of chairperson to be by open voting, ordinary ballot or preferential ballot;
- Chairperson elected for a two-year term;
- Chairperson will NOT have a casting vote;
- Motions subject to a tied vote are deemed to be defeated;
- Board members can participate in and vote at meetings remotely i.e. by telephone or other electronic means;
- JOs must prepare on an annual basis the following reports:
  - Annual Financial Statements to be subject to audit;
  - A Statement of Strategic Regional Priorities (SSRP);
  - Annual Performance Statement reporting on its progress in implementing its strategic regional priorities;
- The JO is required to take into consideration the Community Strategic Plans of individual member councils when preparing and adopting their SSRP.
- The position of Executive Office must be advertised and an appointment made on merit. This requirement will be suspended for 12 months so that JOs can make an interim appointment to enable a smooth start-up process at the end of which the position will have to be advertised and a merit appointment made.

#### Integrated Planning and Reporting Reference

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

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

#### Legislative Policy & Planning Implications

A legislative framework for the formation of JOs has been provided with the passing of the Local Government Amendment (Regional Joint Organisations) Act 2017 which came into force on 15 December 2017.

#### Budget & Financial Aspects

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

#### Attachments

1. OLG publication – “Key Aspects of the Draft Regulation”.
2. OLG publication – “Local Government Act and JOs – What Applies and Does Not Apply”.

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

<b>Notes:</b>



**Attachment 1. – OLG Publication – “Key Aspects of the Draft Regulation”**

# 3 Key aspects of the Draft Regulation

## 3.1 The Charter

The Charter will be unique to each JO. It outlines how the JO will operate.

### What the Act requires

The Act (section 400U(3)) requires each JO to prepare and adopt a Charter that contains, but is not limited to, the following:

- Operational principles for the JO
- Governance principles for the JO.

### What is proposed in the Draft Regulation

The Draft Regulation proposes to require JO's Charters to include a methodology for determining annual financial contributions to the JO by member councils to ensure transparency (clause 397B(1) of the Draft Regulation). It will be up to each individual JO to develop its own methodology.

The Draft Regulation also proposes requiring that each JO makes its Charter available to the public by publishing it on its website (clause 397B(2)).

## 3.2 Election of the Chair

The JO Chairperson will play an important leadership role in representing the region and ensuring the efficient conduct of JO business. Councils have made it clear that they want the Chairperson to be a serving Mayor, chosen from amongst the voting members.

### What the Act requires

The Act (sections 400T and 400V) prescribes that the Chairperson:

- is elected by the mayors who are voting representatives on the Board
- preside at meetings of the Board
- does not have a casting vote, and
- holds office for a term of 2 years.

The Act also allows each JO to decide whether or not it would like to have an independent, non-voting Chairperson to facilitate decision-making. Where this is the case the following will apply:

- the non-voting chair must still be the Mayor of a member council
- the Deputy Mayor of that council will be appointed to vote on their behalf as a member of the Board
- where there is no Deputy Mayor (or the Deputy is already a voting member), another councillor may be appointed to vote.

### What is proposed in the Draft Regulation

The Draft Regulation proposes a process for electing the JO Chairperson that is similar to the way that the chair of a county council is currently chosen. In essence, it requires that:

- a Chairperson must be elected at the first meeting of the Board, at the first meeting after each two year term expires, or any time the position becomes vacant;
- the Executive Officer will usually be the election returning officer;
- the election can be either by open vote, ordinary ballot or preferential ballot; and
- where the vote is tied, the Chairperson can be chosen by lot.

For more details of the process see Schedule 7A of the Draft Regulation.

## 3.3 Tied votes

Member councils of JOs have equal voting rights on the Board as an equal partnership is fundamental to the success of JOs.

### What the Act requires

Section 400T (10) of the Act provides that the regulations may prescribe a mechanism for resolving decisions of a board in the event of an equality of votes.

### What is proposed in the draft Regulation

The Draft Regulation (clause 397D) clarifies that, in the event of an equality of votes, a motion at a JO Board meeting is taken to be defeated.

## 3.4 Alternates

There will be circumstances where the Mayor is not able to attend a JO meeting, for example due to illness or leave, so it is important to provide a process for appointing an alternate representative.

### What the Act requires

The Act (section 400W) allows the regulations to make provisions about the appointment and functions of alternates for voting representatives on the JO Board.

## Key aspects of the Draft Regulation

### What is proposed in the Draft Regulation

The Draft Regulation (clause 397E) proposes that the Deputy Mayor of a member council is to be the standing alternate for the Mayor. If there is no Deputy Mayor, or if the Deputy Mayor is already a voting member of the JO, the member council is to appoint another councillor as alternate for a 2 year period (or any other period that they see fit). The alternate has all the functions of the JO representative when acting in their place on the Board and is legally taken to be a representative.

### 3.5 Expenses and facilities

Like a council, a JO will be required to have an expenses and facilities policy and JOs will only be able to reimburse expenses in accordance with that policy.

#### What the Act requires

The Act (Schedule 6, item 17B) allows for regulations to be made about matters including travel and other expenses payable to board representatives.

#### What is proposed in the draft Regulation

The Draft Regulation (clause 397J) proposes to apply section 252 of the Act to JOs. This will require JOs to adopt an expenses and facilities policy within 12 months of being established and require reimbursement to be in accordance with that policy. JOs would be required to consult their member councils in developing this policy.

### 3.6 Remote participation and voting

JOs may cover very large geographic areas and it may not be practical for voting representatives to attend every meeting in person. Board members are to be enabled to attend and vote at Board meetings remotely - either by telephone or videoconferencing. This and other key differences in JO meeting practices are proposed to be reflected in a Model Code of Meeting Practice.

#### What the Act requires

Schedule 6 Regulations (Item 17B) of the Act provides for various regulations to be made in relation to JOs and lists examples that include remote voting and remote participation in a meeting.

### What is proposed in the Draft Regulation

The Draft Regulation (clause 397F) provides that the Board of a JO may transact any business at a meeting in which representatives participate by telephone or other electronic means, as long as the representative speaking can be heard by the other representatives.

### 3.7 Planning and Reporting

Planning and reporting requirements for JOs are proposed to be minimal, fit for purpose and aligned to Integrated Planning and Reporting (IP&R) requirements for councils.

#### What the Act requires

The Act says that a principal function for JOs is to establish strategic regional priorities for the local government areas covered by the JO, and to develop plans to deliver those priorities (see section 400R of the Act). The Act requires the relevant strategic priorities or plans of member councils (including Community Strategic Plans) and those of the NSW Government are considered by a JO in establishing its strategic regional priorities.

The Act (section 413(1)) also requires each JO to prepare financial reports for each year, and refer them for audit as soon as practicable after the end of that year.

#### What is proposed in the Draft Regulation

Three key planning and reporting requirements are proposed in the Draft Regulation:

1. a Statement of Strategic Regional Priorities;
2. an Annual Performance Statement - reporting on progress in implementing its priorities; and
3. financial reports.

#### Statement of Strategic Regional Priorities

It is proposed in the Draft Regulation (clause 397G) that each JO will have a succinct Statement of Strategic Regional Priorities (SSRP) outlining the JO's vision for its region and how it plans to work with others towards achieving that vision. This builds on, rather than duplicates, the planning work of councils in their Community Strategic Plans and provides important connections between local and regional planning.

The Draft Regulation proposes the JO Board prepare and adopt the SSRP following the adoption by councils of their Community Strategic Plans so that the JO can take these into account. A JO must consult with member councils about the content of the proposed SSRP.

To assist JOs in their first year, it is proposed that the first SSRP be prepared and adopted by the end of 2018 or six months after the date JOs officially commence (whichever is later)(clause 397G(3) of the Draft Regulation). After this, JOs must prepare and adopt a SSRP within 12 months of the local government general elections (i.e. generally every 4 years).

## Key aspects of the Draft Regulation

### Annual Performance Statement

It is also proposed that each JO produce a succinct Annual Performance Statement (APS) (clause 397H of the Draft Regulation) each year to show how the JO has progressed against its strategic priorities and plans. APS documents are to be prepared for each financial year and adopted and published before 30 November each year. JOs may, but need not, prepare an Annual Performance Statement for the first year they are established (clause 397H(3) of the Draft Regulation).

### Financial Reports

To assist JOs in their first year of operations, the Draft Regulation allows JOs to wait until after their first full year of operations to prepare their first financial report (clause 397K).

## 3.8 Executive Officers

It will be up to each JO to determine whether to engage a full-time person in the Executive Officer role, the level of remuneration to be offered and the performance-based requirements to be applied.

### What the Act requires

The Act (section 400Y) provides for the role of the Executive Officer. The role has responsibility for the day-to-day management of the JO in accordance with the strategic regional priorities and other plans, programs, strategies and policies of the organisation, and, to implement, without delay, lawful decisions of the JO.

### What is proposed in the Draft Regulation

The Draft Regulation (clause 397L) assists JOs through their first year of operations by providing that the standard provisions to advertise the Executive Officer position and make an appointment on merit are suspended for 12 months. This will allow JOs to make an interim appointment of the Executive Officer, should they choose to do so, to enable a smooth start-up process. After this period, the JO must advertise the position and make an appointment on merit.

## 3.9 Other Staff

While JOs are not required to have any staff other than the Executive Officer, some may wish to do so, particularly where they have agreed to take on other functions delegated by member councils.

Once each JO is proclaimed, the NSW Government will seek the support of the Commonwealth Government to order that each specific JO is not a national system employer. This will ensure that future staff are covered by the State industrial relations system.

### What the Act requires

The Act (section 400ZG) says that staff, other than the Executive Officer, may only be appointed by a JO if the entity is not a national system employer for the purposes of the Fair Work Act 2009 (Cth).

### What is proposed in the Draft regulation

The Draft Regulation (clause 397M) proposes to allow for the transfer of staff between JOs or between a JO and a council (including a county council) without loss of entitlements. This would maintain any long service and sick leave accrued under the Local Government (State) Award.

Importantly, this will rely on the Award containing the relevant provisions and does not affect any leave entitlement of a senior staff member of a council under his or her employment contract.

The draft regulation (clause 397M(2)) also proposes to modify how clauses 406C and 406D of the Local Government (General) Regulation 2005 apply to JO staff. This essentially extends the effect of those provisions, which deal with the transfer of entitlements of senior staff, to senior staff of a JO whose employment is transferred by Proclamation.

Further, it is proposed (clause 397M(3)) to enable lateral transfers of staff that are not senior staff in connection with any transfer of functions to, or from, a JO and a council. This extends the effect of section 354G of the Act to staff in these circumstances, so that:

- lateral transfer of staff can occur through an internal process in which staff have the opportunity to apply, but external advertising of position/s is not required;
- preference is then given to employees performing substantially the same duties; and
- if there is more than one employee performing substantially the same duties, the employee with the greatest merit must be given preference in the filling of available positions.

## 3.10 Application of Act and Regulation

JOs are part of the system of local government in NSW so it is important that they share the same legislative framework as local councils.

Many of the provisions of the Local Government Act 1993 will also apply to JOs – for example the requirement for JO Board representatives to comply with the Code of Conduct. Some provisions do not apply – for example the capacity to raise rates will remain with local councils and not be applied to JOs.

Where a JO is delegated a function by its member councils, dis-applied provisions will apply to the JO in carrying out those functions as delegate of the councils.

**Appendix B and C provide further details on these provisions.**

**Attachment 2. – “Local Government Act and JOs – What Applies and Does Not Apply”**

# Appendix B – Local Government Act and JOs – What applies and does not apply

*Note: The table below provides an indication only, please seek your own legal advice. Please also note the effect of section 400ZH(4) of the Local Government Act in relation to excluded provisions which may apply in certain circumstances*

Reference	Subject/s	Application
<b>Chapter 1</b>	<b>Preliminary</b>	Yes
	<ul style="list-style-type: none"> <li>• Application to Crown</li> <li>• Geographical application</li> </ul>	
<b>Chapter 2</b>	<b>Purposes of the Act</b>	Yes
<b>Chapter 3</b>	<b>Principles for Local Government</b>	No
	<ul style="list-style-type: none"> <li>• Object of principles</li> <li>• Guiding principles</li> <li>• Financial management</li> <li>• IP&amp;R principles</li> </ul>	
<b>Chapter 4 Part 1</b>	<b>How the community can influence what council does</b>	Yes
	<ul style="list-style-type: none"> <li>• Open meetings</li> <li>• Guidelines from Departmental Chief Executive</li> </ul>	
<b>Chapter 4 Part 3</b>	<b>How the community can influence what council does</b>	No
	<ul style="list-style-type: none"> <li>• Expressions of Community Opinion – council polls and referenda</li> </ul>	
<b>Chapter 5</b>	<b>What are council's functions</b>	Yes
	<ul style="list-style-type: none"> <li>• Functions under this Act</li> <li>• Other functions</li> <li>• Supplementary, incidental and consequential functions</li> <li>• DCE Guidelines</li> </ul>	
<b>Chapter 6 except for Part 3</b>	<b>Service functions of councils</b>	No
	<ul style="list-style-type: none"> <li>• General (provision of goods, services, facilities etc)</li> <li>• Public land</li> <li>• Environmental Upgrade Agreements</li> </ul> <p><i>Note: Part 2A Minister for Environment portfolio</i></p>	
<b>Chapter 6 Part 3</b>	<b>Service functions of councils</b>	Yes
	<ul style="list-style-type: none"> <li>• Restraints and qualifications that apply to service functions including:                             <ul style="list-style-type: none"> <li>- Tendering</li> <li>- Extension of requirements to council related entities</li> <li>- Water supply, sewerage and stormwater drainage works and facilities</li> <li>- Private works</li> </ul> </li> </ul>	

## Appendix B – Local Government Act and JOs – What applies and does not apply

Reference	Subject/s	Application
<b>Chapter 7</b>	<b>Regulatory functions</b> <ul style="list-style-type: none"> <li>• Activities that require approval</li> <li>• Crown activities</li> <li>• Making and determining applications for approval</li> <li>• Approvals for filming</li> <li>• Accreditation of components, processes and designs</li> <li>• Orders and Local Policies</li> <li>• Appeals</li> </ul>	No
<b>Chapter 8</b>	<b>Ancillary council functions</b> <ul style="list-style-type: none"> <li>• Acquisition of land (clause 397N of the Regulation)</li> </ul>	No
<b>Part 1</b>		
<b>Chapter 8</b> <b>Part 2</b>	<b>Ancillary council functions</b> <ul style="list-style-type: none"> <li>• Entry onto land and other powers</li> </ul>	Yes
<b>Chapter 9 -</b> <b>section 252</b> <b>(except for</b> <b>252(2))</b>	<b>How councils are established</b> <ul style="list-style-type: none"> <li>• Fees, expenses and facilities</li> </ul>	Yes
<b>Chapter 9</b> <b>except for</b> <b>section 252</b>	<b>How councils are established</b> <ul style="list-style-type: none"> <li>• Areas - constitution and dissolution, amalgamation and alteration of boundaries</li> <li>• Councils - constitution, the mayor, councillors, Local Government Remuneration Tribunal</li> <li>• Local Government Boundaries Commission</li> </ul>	No
<b>Chapter 10</b>	<b>How people are elected to civic office</b> <ul style="list-style-type: none"> <li>• Who may vote and who may be elected</li> <li>• System and timing of elections</li> <li>• Filling of casual vacancies</li> <li>• How elections are conducted</li> <li>• Postponement of elections</li> <li>• Political parties and political donations</li> <li>• Dismissal from civic office</li> </ul>	No
<b>Chapter 11 -</b> <b>sections 335</b> <b>and 342</b>	<b>How councils are staffed</b> <ul style="list-style-type: none"> <li>• Functions of General Manager</li> <li>• Appointment of Public Officer</li> </ul>	No
<b>Chapter 11</b> <b>- sections</b> <b>348(1) and</b> <b>(2) and 349</b>	<b>Advertising and merit appointments for first executive officers</b> <ul style="list-style-type: none"> <li>• A JO may choose not to comply with these provisions in appointing the first executive officer, if the appointment is for less than 12 months. Otherwise the provisions do apply.</li> </ul>	Modified

## Appendix B – Local Government Act and JOs – What applies and does not apply

Reference	Subject/s	Application
<b>Chapter 11 – section 354G</b>	<b>Staff transfers</b> <ul style="list-style-type: none"> <li>The application of section 354G is expanded so that it applies to transfers of staff between JOs and councils or county councils.</li> </ul>	Modified
<b>Chapter 11 (except for 335 and 342)</b>	<b>How councils are staffed</b> <ul style="list-style-type: none"> <li>Organisation structure</li> <li>General Manager and other senior staff* (except s.335 - functions of GM)</li> <li>The public officer – functions. While section 342 does not apply to enable appointment, note section 400Y which allows an executive officer to designate another member of staff (if there is any) as public officer</li> <li>Equal Employment Opportunity</li> <li>Other provisions about staffing (including merit, advertising, temporary appointments, restrictions etc)</li> <li>Arrangements for staff affected by amalgamations etc</li> </ul>	Yes
<b>Chapter 12 –sections 355, 365, 370, 371, 375A, 377-380 and Part 5</b>	<b>How councils operate</b> <ul style="list-style-type: none"> <li>How councils exercise functions</li> <li>How often councils meet</li> <li>Voting entitlements of councillors</li> <li>What constitutes a council decision</li> <li>Recording votes on planning matters</li> <li>Delegations <ul style="list-style-type: none"> <li>General power of council to delegate</li> <li>Delegations by the GM</li> <li>Delegations of regulatory functions</li> <li>Review of delegations</li> </ul> </li> <li>County councils</li> </ul>	No
<b>Chapter 12 (except for sections 355, 365, 370, 371, 375A, 377-380 and Part 5)</b>	<b>How councils operate</b> <ul style="list-style-type: none"> <li>Financial assistance to other councils</li> <li>Exercise of functions outside council areas</li> <li>Restrictions on forming corporations and other entities</li> <li>Councils acting as agents</li> <li>Decision making – Code of Meeting Practice</li> <li>Other council meeting requirements except <ul style="list-style-type: none"> <li>How often council meets</li> <li>Voting entitlement of councillors</li> <li>What constitutes a council decision</li> <li>Recording votes on planning matters</li> </ul> </li> <li>Delegation of functions – ONLY: <ul style="list-style-type: none"> <li>Exercise of functions conferred or imposed on council employees under other Acts</li> </ul> </li> <li>Insurance against liability</li> <li>Public private partnerships</li> </ul>	Yes

## Appendix B – Local Government Act and JOs – What applies and does not apply

Reference	Subject/s	Application
<b>Chapter 13 – Parts 2 &amp; 4, s.438T, 438ZA and 438ZB</b>	<b>How councils are accountable for their actions</b> <ul style="list-style-type: none"> <li>Strategic planning</li> <li>Annual reports</li> <li>No amalgamations or alterations to area during temporary suspension of council</li> </ul>	No
<b>Chapter 13 – section 406</b>	<b>Statement of strategic regional priorities</b> <ul style="list-style-type: none"> <li>Section 406 applies so that a reference in the section to a community strategic plan is to be read as a statement of strategic regional priorities.</li> </ul>	Modified
<b>Chapter 13 Part 3</b>	<b>First annual report</b> <ul style="list-style-type: none"> <li>The first annual report for a JO is to be prepared for the period that ends at the expiry of the first full year after the JO is established.</li> </ul>	Modified
<b>Chapter 13 (except for Parts 2 &amp; 4, sections 406, 438T, 438ZA and 438ZB)</b>	<b>How councils are accountable for their actions</b> <ul style="list-style-type: none"> <li>Financial management – including funds, accounting records and auditing, other audit functions, auditors</li> <li>Inquiries, reviews and surcharging</li> <li>Performance management – including PIOs, temporary advisers and financial controllers</li> <li>Temporary suspension of council except: <ul style="list-style-type: none"> <li>s.438T - No amalgamations or alterations to area</li> </ul> </li> <li>Public inquiries <ul style="list-style-type: none"> <li>s.438ZA - Ordinary election during suspension period</li> <li>s.438ZB - Election of Mayor during suspension period</li> </ul> </li> <li>Service of ministerial and departmental documents</li> </ul>	Yes
<b>Chapter 14</b>	<b>Honesty and disclosure of interests</b> <ul style="list-style-type: none"> <li>Conduct</li> <li>Serious corrupt conduct</li> <li>Misconduct</li> <li>Duties of disclosure, written returns and meetings</li> <li>Complaints about non-disclosure, investigations and NCAT proceedings</li> <li>Miscellaneous – acts of disorder, recovery of monetary benefits</li> </ul>	Yes
<b>Chapter 15 – Parts 10, 12 and 13 and section 620</b>	<b>How councils are financed</b> <ul style="list-style-type: none"> <li>Council fees for services and activities, certain annual charges</li> <li>Loans and restrictions</li> <li>Investments</li> <li>Minister’s grants</li> </ul>	Yes
<b>Chapter 15 (except for Parts 10, 12 and 13 and section 620)</b>	<b>How councils are financed</b> <ul style="list-style-type: none"> <li>Limit of annual income from rates and charges</li> <li>Ordinary rates, charges</li> <li>Making and levying of rates and charges</li> <li>Rateable land</li> <li>Payment of rates and charges, concessions</li> <li>Miscellaneous – records, certificates, expenses, coastal protection service charges, writing off rates, charges, accrued interest</li> <li>Grants [Local Government Grants Commission]</li> </ul>	No

## Appendix B – Local Government Act and JOs – What applies and does not apply

Reference	Subject/s	Application
<b>Chapter 16</b>	<b>Offences</b> <ul style="list-style-type: none"> <li>• Failure re approvals and orders</li> <li>• Public places</li> <li>• Water, sewerage and stormwater drainage</li> <li>• Street drinking</li> <li>• Parking, immobilisation and detention of vehicles                             <ul style="list-style-type: none"> <li>- Acting in civic office while disqualified</li> </ul> </li> <li>• Miscellaneous e.g. obstruction, wilful destruction</li> </ul>	Yes
<b>Chapter 17 – Part 2 Divisions 4 and 5</b>	<b>Enforcement</b> <ul style="list-style-type: none"> <li>• Proceedings by the council or its employees for the recovery of rates and charges through legal action</li> <li>• Sale of land for unpaid rates and charges (proposed by draft regulation)</li> </ul>	No
<b>Chapter 17 (except for Part 2 Divisions 4 and 5)</b>	<b>Enforcement</b> <ul style="list-style-type: none"> <li>• Legal proceedings and other remedies</li> <li>• Proceedings by the council or its employees except:                             <ul style="list-style-type: none"> <li>• Division 4 - for the recovery of rates and charges</li> </ul> </li> <li>• Proceedings against councils, councillors and staff including liability and exemptions</li> <li>• Miscellaneous except s.736(2) below.</li> </ul>	Yes
<b>Chapter 18 - Section 736(2)</b>	<b>Miscellaneous</b> <ul style="list-style-type: none"> <li>• Proclamations</li> </ul>	No
<b>Chapter 18 (except for Section 736(2))</b>	<b>Miscellaneous</b> <ul style="list-style-type: none"> <li>• General – public hearings, preliminary inquiries, proclamations (except s.736(2)) privacy, correcting errors, notice, record keeping dispute resolution, property in waste, DCE and Ministerial delegation of functions, authorised officers, review of Act</li> <li>• Regulations</li> <li>• Savings transitional and other provisions</li> </ul>	Yes
<b>Schedules 1-5</b>	<ul style="list-style-type: none"> <li>• Local Government Remuneration Tribunal</li> <li>• Boundaries Commission</li> <li>• Project Review Committees (PPPs)</li> <li>• Local Government Grants Commission</li> </ul>	No
<b>Schedules 6-9</b>	<ul style="list-style-type: none"> <li>• Regulations</li> <li>• Code of Conduct</li> <li>• Savings, transitional and consequential provisions – this Act and other Acts</li> <li>• Special provisions for winding up of Cudgegong County Council</li> </ul>	Yes
<b>Dictionary</b>	<b>All terms</b>	Yes



## Appendix C – The Local Government (General) Regulation 2005 – What applies and does not apply to JOs

Clause references	Subject of clauses	Applies?
<b>Part 1</b> all	<b>Preliminary</b>	Yes
<b>Part 2</b> all	<b>Approvals</b>	No
<b>Part 3</b> all	<b>Orders</b>	No
<b>Part 4</b> all	<b>Community Land</b>	No
<b>Part 5</b> all	<b>Rates and charges</b>	No
<b>Part 5A</b> all	<b>Environmental upgrade agreements</b>	No
<b>Part 6</b> all	<b>Water services</b>	Yes
<b>Part 7</b> all	<b>Tendering</b>	Yes
<b>Part 8</b> all	<b>Honesty and disclosure of interests</b>	Yes
<b>Part 9</b> clause 201, 217 – 219	<b>Management and accountability</b> <ul style="list-style-type: none"> <li>Annual statement of council's revenue policy</li> <li>Additional matters for annual reports</li> <li>County councils</li> </ul>	No
<b>Part 9</b> remainder	<b>Management and accountability</b> <ul style="list-style-type: none"> <li>Budgeting by councils including system for budget control and budget review statements/revision of estimates except annual statement of council's revenue policy</li> <li>Council's funds</li> <li>Accounting records and accounting practices</li> <li>Annual financial reports</li> <li>Auditor's matters</li> <li>Half yearly inspection</li> <li>Loans to council to be charge on income</li> <li>General manager to notify borrowings</li> </ul>	Yes
<b>Part 10</b> clause 235 and 236	<b>Meetings</b> <ul style="list-style-type: none"> <li>Remote attendance at meetings prohibited</li> <li>Councillor elected to preside at certain meetings</li> </ul>	No
<b>Part 10</b> remainder	<b>Meetings</b> <ul style="list-style-type: none"> <li>Definition of "councillor" will be amended to include a voting representative of a non-voting chairperson of a JO Board, so the Part will apply to them in the same way as to a councillor.</li> <li>Convening of, and attendance at, meetings</li> <li>Procedure for the conduct of council meetings - except councillor to be elected to preside at certain meetings - including: Chair to have precedence, Order of business, agendas, meeting papers, extraordinary meetings, motions, official minutes, speeches, voting, meetings are public</li> <li>Keeping order at meetings</li> <li>Council committees</li> <li>Miscellaneous including inspection of minutes, tape recording requires permission</li> </ul>	Yes
<b>Part 11</b> all	<b>Elections</b>	No

**17. DELIVERY PROGRAM 2017-2021, OPERATIONAL PLAN 2017-18 PROGRESS REPORT (GM/I13-005)**

Executive Summary

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

Report

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

The report on the progress of the 2017-2021 Delivery Program and 2017-2018 Operational Plan for the period 1 July to 31 December 2017 is separately enclosed.

Integrated Planning and Reporting Reference

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

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 2017-2018 Progress Report (enclosed separately).

**Recommendation:** That the report on the progress of the 2017-2021 Delivery Program and 2017-2018 Operational Plan for the period 1 July to 31 December 2017 be received and its contents noted.

<b>Notes:</b>

**18. POLICY 3.2 TELEPHONE RENTS & CHARGES – STAFF RESIDENCES (GM/C70-025)**

Executive Summary

A revised *Policy 3.2 Telephone Rents & Charges - Staff Residences* is presented for Council's consideration.

Report

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 process of reviewing Council's policies, *Policy 3.2 Telephone Rents & Charges - Staff Residences* has been reviewed and the revised Policy is tabled for Council's consideration. A copy of the revised *Policy 3.2 Telephone Rents & Charges - Staff Residences* is attached.

The Local Government (State) Award previously included clauses that provided for the costs associated with fixed line telephones installed in the residences of selected staff that were required to be contactable, to be met by Council.

These arrangements have largely become unnecessary with the advent of mobile phones and the provision of mobile phones by Council to relevant staff.

The most recent version of the Award has seen the relevant clause amended so that arrangements whereby councils meet the cost of fixed line telephones are only applicable where there is no reliable and accessible mobile network telephone coverage at the residence. The amended clause states as follows:

*“Where an employee and the employer agree that a fixed line telephone installed at the employee's residence can be used as a means of communication to such employee and there is no reliable and accessible mobile network telephone coverage at the residence, the employer shall reimburse the employee the annual rental of such fixed line telephone and for the actual charge made for all outward calls made on the employer's behalf”.*

Accordingly, Council's Policy has been revised so that it remains consistent with the Local Government (State) Award.

Integrated Planning and Reporting Reference

E1 – Meet all governance and regulatory requirements in the conduct of council operations.  
E1 – Attract and retain a quality workforce.

Legislative Policy & Planning Implications

The amended Policy, if adopted, will be consistent with Council's obligations under the Local Government (State) Award which governs the terms and conditions under which staff are employed by Council.

Budget & Financial Aspects

Nil.

Attachments

1. Amended Policy 3.2 Telephone Rents & Charges – Staff Residences.

**Recommendation:** That the amended Policy 3.2 Telephone Rents & Charges – Staff Residences, as presented, be adopted.

<b>Notes:</b>

**Attachment 1. – Amended Policy 3.2 Telephone Rents & Charges – Staff Residences**

## 3.2 Telephone Rents & Charges - Staff Residences

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POLICY TITLE: TELEPHONE RENTS & CHARGES - STAFF RESIDENCES

FILE REF: S30-005

EXPIRY DATE: March 2021

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### OBJECTIVES

To ensure compliance with the Local Government (State) Award relating to fixed telephone line rental and charges, and to clarify arrangements regarding the costs associated with the use of mobile phones provided by Council for work related purposes.

### POLICY STATEMENT

- a) Where Council and the employee agree that a fixed line telephone installed at an employee's residence can be used as a means of communication to or by the employee, and there is no reliable and accessible mobile network telephone coverage at the residence, the Council shall be responsible for the annual rental of such telephone and the cost of any call diversion, answering service and the actual charges made for telephone calls made on Council's behalf.
- b) Where an employee is responsible for a vehicle equipped with a mobile phone or an employee is issued with a mobile phone, that employee will be responsible to account for calls made on Council's behalf and to make payment to the Council for the cost of personal calls or, as the case may be, will be reimbursed the cost of calls made on the Council's behalf.
- c) No international or operator connection overseas call charges will be reimbursed unless adequate detail is provided to verify such charges were incurred on behalf of Council.

*Confirmed by Council 19 March 2018  
Refer minute xx/18*

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

*Amendments adopted by Council – 18 April 2005  
Refer Minute No. 24574*

*Amendments adopted by Council – 17 July 2000  
Refer Minute No. 22273*

## Questions and Statements

Nil.

### Closed Session Agenda

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

**19. CARSON ROAD, THE ROCK RESIDENTIAL SUBDIVISION – STAGE 2 PRICE SETTING (GM/C80-006)**

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

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

**20. GREEN STREET WEST, LOCKHART – PRICE REVIEW (GM/C80-004)**

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

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

**21. TENDER – FLOOD MITIGATION CONSTRUCTION WORKS – THE ROCK (DEES/T20-005)**

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

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

**22. TENDER – SWIMMING POOL UPGRADE – LOCKHART AND THE ROCK (DEES/T20-005)**

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

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

**23. TENDER – SWIMMING POOL AMENITIES UPGRADE – LOCKHART AND THE ROCK (DEES/T20-005)**

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

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