



# **MINUTES**

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

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

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**Minutes of the Ordinary Monthly Meeting of Lockhart Shire Council held in the Council Chambers,  
Green Street, Lockhart on Monday, 19 March 2018 at 5.05pm.**

## **PRESENT**

Cr R. Schirmer (Mayor), Cr G. Verdon (Deputy Mayor), Cr M. Day, Cr D. Douglas, Cr G. Driscoll, Cr I. Marston, Cr A. Rockliff, Cr P. Sharp and Cr J. Walker.

Also in attendance were the General Manager, Director Corporate and Community Services, Director Engineering and Environmental Services and Executive Assistant.

The meeting opened with a prayer.

## **APOLOGIES**

Nil.

## **LEAVE OF ABSENCE**

Nil.

## **CONFIRMATION OF MINUTES ORDINARY MEETING 5 FEBRUARY 2018**

<b>30/18</b> <b>RESOLVED</b> on the motion of Crs Verdon and Day that the Minutes of the Ordinary Meeting held on Monday, 5 February 2018 as printed and circulated be taken as read and confirmed.
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## **DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Cr G. Verdon - Non-Pecuniary Interest – Staff Reports, Item 2, Request for Financial Assistance.

Cr G. Driscoll – Pecuniary Interest – Closed Committee, Item 23, Tender – Swimming Pool Amenities Upgrade – Lockhart and The Rock.

## MAYORAL MINUTE

Nil.

## MAYORAL REPORT

The Mayor, Cr Schirmer, verbally reported on activities during the past month as follows:

Fri, 23 Feb                      Attended 25<sup>th</sup> Anniversary of Declaration of Wagga Wagga as First Rotary Peace City.

Attended REROC Executive Meeting in Wagga Wagga.

Fri, 16 Mar                      Attended announcement at the Lockhart Swimming Pool to receive \$1.5M in Stronger Country Communities Funding from Daryl Maguire MP, Member for Wagga Wagga for the refurbishment of Lockhart and The Rock swimming pools.

<b>31/18</b> <b>RESOLVED</b> on the motion of Crs Rockliff and Verdon that the Mayoral Report be received.
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## 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>32/18</b> <b>RESOLVED</b> on the motion of Crs Douglas and Marston that the information be noted.
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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>33/18</b> <b>RESOLVED</b> on the motion of Crs Driscoll and Douglas that the information be noted.
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**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 Gunyah 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>34/18</b> <b>RESOLVED</b> on the motion of Crs Douglas and Sharp that all entries to the 2018 Love Lockhart Shire Photography Competition are in digital format.
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**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.

**35/18**

**RESOLVED** on the motion of Crs Douglas and Rockliff 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.

**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.

**36/18**

**RESOLVED** on the motion of Crs Walker and Douglas that the following nominees are approved as the design selection committee for the Lockhart Water Tower Public Art Project:

- Greg Verdon
- Rodger Schirmer (alternate Peter Veneris)
- Jennifer Connor
- Scott Howie
- Myra Jenkyn.

**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>37/18</b>	<b>RESOLVED</b> on the motion of Crs Verdon and Day that a Lockhart Shire Events Policy be developed.
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**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>38/18</b>	<b>RESOLVED</b> on the motion of Crs Walker and Douglas that the information be noted.
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**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>39/18</b>	<b>RESOLVED</b> on the motion of Crs Rockliff and Sharp that the TEDO undertake the Start a Business in Lockhart Shire campaign.
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**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>40/18</b>	<b>RESOLVED</b> on the motion of Crs Day and Douglas that the Lockhart Shire Council participate in the joint marketing campaign.
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**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>41/18</b>	<b>RESOLVED</b> on the motion of Crs Marston and Walker that the information be noted.
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**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>42/18</b>	<b>RESOLVED</b> on the motion of Crs Verdon and Douglas that the Volunteer BBQ be held in The Rock with the assistance of a local community group.
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**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>43/18</b>	<b>RESOLVED</b> on the motion of Crs Marston and Douglas that the information be noted.
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**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>44/18</b>	<b>RESOLVED</b> on the motion of Crs Douglas and Sharp that the information be noted.
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**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>45/18</b>	<b>RESOLVED</b> on the motion of Crs Douglas and Walker that the information be noted.
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## 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>46/18</b>	<b>RESOLVED</b> on the motion of Crs Rockliff and Walker that the delegates report be received.
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## 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	<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.	Excess Long Serve Leave payment made and the balance of Council’s Long Service Leave Liability reduced accordingly. Complete.
27/18	DEES	<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.	Lease prepared and issued to Lessee for signing.  Leased signed. Lessee has possession of site. Complete.
26/18	GM	<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.	Deed of Release executed by both parties and the Development Service Charge has been paid by Council to Riverina Water. Complete.
23/18	GM	<b>Policy 3.11 Smoke Free Workplace Policy</b> Revised Policy 3.11 Smoke-Free Workplace Policy, as presented, be adopted.	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	<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.	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	<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.	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 Sewage 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.</p> <p>Further report to February 2018 meeting.</p> <p>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.

Ordinary Council Meeting Held 16 November 2015 – Councillor Questions & Statements			
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>47/18</b> <b>RESOLVED</b> on the motion of Crs Rockliff and Verdon that the information be noted.
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## 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-Branched 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.

**48/18**

**RESOLVED** on the motion of Crs Sharp and Marston that Council's representatives to participate at the respective ANZAC Day ceremonies and to lay a commemorative wreath on behalf of Council be as follows:

**Lockhart** – Crs Schirmer and Day

**Pleasant Hills** – Cr Sharp

**The Rock** – Cr Verdon (Dawn Service and Main Commemorative Service)

**Yerong Creek** – Cr Walker.



**Cr Verdon declared a non-pecuniary interest in the following item and vacated the Chambers for its duration.**

**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>49/18</b>	<b>RESOLVED</b> on the motion of Crs Driscoll and Walker 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.
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## **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.

**50/18**

**RESOLVED** on the motion of Crs Verdon and Rockliff 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 Mayor and General Manager to sign the Service Partnership Agreement and other relevant documentation between Service NSW and Council under Council's seal.

**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.

**51/18**

**RESOLVED** on the motion of Crs Walker and Rockliff 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.

**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>52/18</b>	<b>RESOLVED</b> on the motion of Crs Douglas and Driscoll that consideration of the draft Policy 2.50 Event Management Policy be deferred to the April 2018 Council Meeting.
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## **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 (*Marrubium 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.

**53/18**

**RESOLVED** on the motion of Crs Walker and Driscoll that the information in this report be noted.

## **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.

**54/18**

**RESOLVED** on the motion of Crs Rockliff and Douglas that the information be noted.

**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 Stevens 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>55/18</b>	<b>RESOLVED</b> on the motion of Crs Verdon and Marston that the information be noted.
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**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>56/18</b> <b>RESOLVED</b> on the motion of Crs Sharp and Marston that the information be noted.
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## **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.

**57/18**

**RESOLVED** on the motion of Crs Rockliff and Marston that Council:

- 1) That Council make application to the NSW Treasury Corporation (T-Corp) for a loan of \$3.2 million for the purposes of extending the sewer at The Rock and upgrading the Lockhart and The Rock swimming pools;
- 2) That the loan funds be distributed as follows:
  - a. General Fund \$2.2 million upgrading of the Lockhart and The Rock swimming pools;
  - b. Sewer Fund \$1.0 million extending the sewer at The Rock.
- 3) 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.

**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.

**58/18**

**RESOLVED** on the motion of Crs Day and Walker that Council applies for grant funding in Round 6 of the Heavy Vehicle Safety and Productivity Program of up to \$800,000.



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>59/18</b>	<b>RESOLVED</b> on the motion of Crs Driscoll and Walker that the amended Policy 2.6 Public Arts Policy, as presented, be adopted.
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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>60/18</b>	<b>RESOLVED</b> on the motion of Crs Verdon and Rockliff that: a) DA No. 43/18 should read 29 Urana St, The Rock b) The information be noted.
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## **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.

**61/18**

**RESOLVED** on the motion of Crs Rockliff and Verdon 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.

**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.

Investments:	Interest Rate per Annum	Amount Invested	% of Total
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%
 Bank Account(s):			
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
 General Ledger:			
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.

**62/18**

**RESOLVED** on the motion of Crs Verdon and Douglas 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.

**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.

**63/18**

**RESOLVED** on the motion of Crs Walker and Marston that the information be noted.



**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

3. 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>64/18</b>	<b>RESOLVED</b> on the motion of Crs Rockliff and Driscoll 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.
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**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>65/18</b>	<b>RESOLVED</b> on the motion of Crs Verdon and Rockliff that the amended Policy 3.2 Telephone Rents and Charges – Staff Residences, as presented, be adopted.
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## Questions and Statements

**Cr Walker**  
Nil.

**Cr Sharp**

- (i) **School Bus Signs, Figtree Road** – on behalf of a resident, enquired as to a request for school bus signs on Figtree Lane.

Response – Director Engineering and Environmental Services

DEES advised he is aware of the request and there has been some correspondence between parties. Council is to meet with the resident to find a resolution.

**Cr Douglas**

- (i) **Rural Addressing and Postal Deliveries** – Enquired regarding rural addressing issues.

Response – Director Engineering and Environmental Services

DEES advised that Council creates the address in accordance with NSW rural addressing guidelines and Australia Post determines postal services and post codes.

**Cr Rockliff**

- (i) **Speed Limit in Green Street, Lockhart CBD Area** – Enquired if the speed limit on Green St, Lockhart CBD area could be reduced to 40 km/hr for the safety of older pedestrians and people using scooters/gophers.

Response – Director Engineering and Environmental Services

DEES advised that this would be unlikely however he will make some enquiries.

**Cr Marston**

- (i) **Dust on Chaplins Lane, The Rock** – Advised that residents of Chaplins Lane had written to Council advising of excessive dust.

Response – Director Engineering and Environmental Services

DEES advised he had received the letter and noted that Chaplins Lane is a gravel road and any treatment of the issue may cause a precedent across the Shire. DEES advised he will inspect Chaplins Lane to see if any work can be done.

**Cr Driscoll**

Nil.

**Cr Day**

- (i) **Fargunyah Lane, Lockhart** – Advised there is loose gravel on Fargunyah Lane, Lockhart.

Response – Director Corporate and Community Services

DEES advised he had recently inspected the Lane and considered it satisfactory. DEES advised he will re-inspect.

- (ii) **Enquired as to List of Potential Families wishing to be part of the Lockhart Paving Project** – Enquired if Council has a list of potential families wishing to be part of the Lockhart Paving Project if it is ever extended to the front of the Museum?

Response – General Manager

GM advised he will investigate and advise.

- (iii) **Jim Nolan** – Enquired if Jim Nolan could potentially be recognised by Lockhart Shire in the future naming of a Shire road or laneway?

Response – Director Engineering and Environmental Services

DEES advised this is noted, however nomination would be subject to public consultation at the time of the road naming.

- (iv) **Shade Trees in Green St, Lockhart CBD Area** – Advised he has been approached about having shade trees in the Green St, Lockhart CBD Area.

Response – Director Engineering and Environmental Services

DEES advised the suggestion is not practical given Lockhart's unique heritage and verandah situation, however he will consider the request in any future upgrade/beautification works.

- (v) **North Side of Green St, Lockhart CBD in need of Painting** – Stated that the north side of Green St CBD is in need of painting.

Response – Director Engineering and Environmental Services

DEES advised comments are noted, however any action is largely up to the property owners.

**Cr Verdon**

- (i) **Paint on Pavers in Green St, Lockhart** – Enquired as to status of removing the paint from the pavers in Green St, Lockhart?

Response – Director Engineering and Environmental Services

DEES advised he was expecting paint remover to be delivered to Council shortly with Council staff attempting to remove the spray marks later this week with any costs incurred proposed to be passed on to those responsible.

- (ii) **Enquired as to the Spelling of “Oak” St, The Rock?**

Response – Director Engineering and Environmental Services

DEES advised he believes it is “Oak” and not “Oaks”, however he will investigate and advise.

- (iii) **Rail Crossing at Yerong Street, The Rock** – enquired if Council had had discussions with RMS regarding the upgrade of the rail crossing at Yerong St, The Rock due to an increased volume of traffic using the crossing?

Response – Director Engineering and Environmental Services

DEES advised he spoke with RMS a few years ago and RMS advised they had no plans for this area. DEES agreed to take this matter up with our Local Member.

- (iv) **Subdivision of Kings Own Hotel Land** – Enquired if the subdivision of Kings Own Hotel land is permissible?

Response – Director Engineering and Environmental Services

DEES advised it is permissible, however there would be restrictions/conditions that would need to be applied.

**Cr Schirmer**

Nil.

## CLOSED SESSION

**66/18**      **RESOLVED** on the motion of Crs Verdon and Rockliff that Council close the meeting to the public as per section 10(A)(2)(a) of the Local Government Act 1993.

The meeting moved into Closed Session at 6.30pm.

**72/18**      **RESOLVED** on the motion of Crs Verdon and Marston that Council move into Open Council.

The meeting moved into Open Session at 6.49pm.

## OPEN COUNCIL

The following resolutions of Council, while the meeting was closed to the public, were read to the meeting by the General Manager.

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.

**67/18**      **RESOLVED** on the motion of Crs Driscoll and Sharp that:

a) Council adopt the following asking prices for Stage 2 of the residential subdivision at Carson Road, The Rock:

Lot 6	4,807sqm	\$99,000
Lot 7	4,807sqm	\$99,000
Lot 8	4,280sqm	\$99,000
Lot 9	4,280sqm	\$99,000
Lot 10	4,280sqm	\$99,000
Lot 11	8,209sqm	\$115,000
Lot 12	7,759sqm	\$115,000
Lot 13	8,653sqm	\$115,000

b) The General Manager be authorised to negotiate sales on Council's behalf as outlined in this Report.

**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.

- 68/18 RESOLVED** on the motion of Crs Douglas and Walker that:
- a) Council adopt the following asking process for the lots remaining unsold in the residential subdivision at Green Street West, Lockhart:
    - a. \$25,000 Lots 1, 6, 7, 9, 10, 23, 24, 25, 27, 28, 29, 30, 31, and 32
    - b. \$27,500 Lots 12, 16, 17 and 18
    - c. \$44,000 Lots 11 and 34
  - b) That in relation to Lots 6-7, 9-10, 23-25 and 28-31, the price of two adjoining lots sold in a single transaction, i.e. one contract of sale, be reduced to \$22,000 each or a total contract price of \$44,000.
  - c) That Lot 8 Rockliff Court in the Green Street West Residential Estate be taken off the Market whilst cost estimates are prepared for converting the allotment into a local park.
  - d) That the General Manager be authorised to negotiate with project home builders for the establishment of a display home at Green Street West with any incentives to be offered to be subject to approval by Council.

**21. TENDER – FLOOD MITIGATION CONSTRUCTION WORKS – THE ROCK - UPDATED**

**(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.

- 69/18 RESOLVED** on the motion of Crs Verdon and Douglas that Council:
- a) Awards the Contract for 'Streven Street Drainage Works' to Moane Fitzgerald Constructions Pty Ltd for \$954,789.00 (including GST), subject to confirmation of approval and revised funding from OEH; and
  - b) Authorises the General Manager and Director of Engineering and Environmental Services to sign Contract and Purchase Order.

**22. TENDER – SWIMMING POOL UPGRADE – LOCKHART AND THE ROCK - UPDATED**

**(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.

- 70/18 RESOLVED** on the motion of Crs Rockliff and Walker that Council:
- a) Awards the Contract for 'Lockhart and The Rock Swimming Pools Upgrade' to Mclean Pty Ltd T/a Total Creations & Services for \$3,690,830.00 (including GST); and
  - b) Authorises the General Manager and Director of Engineering and Environmental Services to sign Contract and Purchase Order.

Cr Driscoll declared a non-pecuniary interest in the following item and vacated the Chambers for its duration.

**23. TENDER – SWIMMING POOL AMENITIES UPGRADE – LOCKHART AND THE ROCK - UPDATED (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.

<p><b>71/18</b>     <b>RESOLVED</b> on the motion of Crs Verdon and Rockliff that Council:</p> <ul style="list-style-type: none"><li>a) Awards the Contract for 'Lockhart and The Rock Swimming Pool Amenities Upgrade' to Adaptive Interiors for \$896,962.00 (including GST); and</li><li>b) Authorises the General Manager and Director of Engineering and Environmental Services to sign Contracts and Purchase Orders.</li></ul>
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The meeting concluded at 6.53pm.

The minutes of the meeting held on Monday, 19 March 2018 were confirmed as a true and accurate record at the Ordinary Council Meeting held on 16 April 2018 at which time the signature was hereunto subscribed.

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**CHAIRMAN**