



MINUTES

of the
Ordinary Meeting
Held
15 May 2017

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

**Minutes of the Ordinary Monthly Meeting of Lockhart Shire Council held in the Council Chambers,
Green Street, Lockhart on Monday, 15 May 2017 at 5.00pm.**

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, Cr J. Walker.

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

The meeting opened with a prayer.

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil requested.

CONFIRMATION OF MINUTES ORDINARY MEETING 18 APRIL 2017

92/17 RESOLVED on the motion of Crs Verdon and Walker that the Minutes of the Ordinary Meeting held on Tuesday, 18 April 2017 as printed and circulated be taken as read and confirmed.

DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS

General Manager – Non-Pecuniary Interest, Staff Reports, Item 1, Spirit of the Land Festival Request, and Non-Pecuniary Interest, Closed Session, Item 25, Performance Agreement - General Manager.

Director Corporate and Community Services – Non-Pecuniary Interest, Staff Reports, Item 1, Spirit of the Land Festival Request.

Cr J. Walker – Non-Pecuniary Interest, Closed Session, Item 22, Request to be Released from Contract of Sale – Lot 5 DP1220989, 10 Carson Road, The Rock.

MAYORAL MINUTE

Nil.

MAYORAL REPORT

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

- | | |
|---------------|---|
| Fri, 21 Apr | Conducted a naturalisation ceremony in the Council Chambers. |
| Tue, 25 Apr | Attended ANZAC Day Service at the Lockhart Cemetery, followed by the main ANZAC Day march and Service in Lockhart. |
| Thurs, 11 May | Along with Crs Verdon and Marston and the GM, attended an Integrity Management Workshop held in the Council Chambers. |
| Fri, 12 May | Attended and cooked at Lockhart Shire Council's Annual Volunteer BBQ held at Walter Day Park, Lockhart. Crs Day, Marston, Verdon at the GM were also in attendance. |

93/17	RESOLVED on the motion of Crs Driscoll and Rockliff that the Mayoral Report be received.
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URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

COMMITTEE REPORTS

Nil.

DELEGATES REPORTS

Nil.

Status Report/Précis of Correspondence Issued

Status Report: Council Resolutions and Tasks to be finalised

Res. No:	Officer to Action	Info	Action Taken
Ordinary Council Meeting held 18 April 2017			
85/17	GM	Related Party Disclosures Council endorsed Draft Policy 1.20 Related Party Disclosures for public exhibition and will consider and submissions received before formal adoption of the policy.	Draft Policy on public exhibition, to be formally adopted at the June Council meeting.
84/17	GM	NSW Audit Office – 2016-2017 Audited Statements A letter of protest to be sent to LGNSW.	Letter sent. Complete.
80/17	DEES	Billabong Creek Floodplain Management Plan Council resolved: a) to not undertake enlargement of the culvert H17 at this stage b) DEES write back to DPI requesting funding assistance and advising Council will be taking no action due to funding constraints.	Letters sent. Complete.
76/17	DEES	Kerbside Collection Waste Contract Council to extend current Waste Contract with Transpacific Cleanaway until 1 April 2018 to be in line with Wagga Wagga City Council.	Letter sent to current contractor and WWCC has been advised. Complete.
74/17	GM	LGNSW – Proposed Motion to 2017 Annual Conference b) Authorise the General Manager (GM) to serve orders in accordance with section 124 of the Local Government Act c) Authorise the Director Engineering and Environmental Services (DEES), the Manager of Environmental Services (MES) and the Environmental Officer to enter premises in accordance with Section 191 of the Local Government Act d) Authorise the GM, DEES and MES to issue penalty infringement notices in accordance with Section 679 of the Local Government Act e) Appoint the GM, DEES and MES as an “authorised officer” pursuant to Section 187 of the Protection of the Environment Operations Act, and f) Adopt revised Policy 2.10.	Amended Policy 2.10 has been incorporated into Council’s Policy Register. Relevant enforcement documentation templates currently being reviewed. Training in issuing Penalty Infringement Notices and other enforcement actions is being arranged for the ‘authorised officers’. Photo ID’s being arranged for officers authorised to enter private property.
73/17	GM	Acknowledgement of Saggars Family Contribution Council to install a new seat, with an appropriately worded plaque, on the corner of Green & Matthews St’s, in recognition of the contribution that the Saggars Family has made to the community.	Contact has been made with Mr Gordon Saggars, both verbally and in writing. Mr Saggars supports and appreciates Council’s initiative. The following wording for the plaque has been agreed with Mr Saggars: - <i>“In recognition of the significant contribution made by the Saggars family to the Lockhart District in providing 70 years of continuous dental services to its residents.”</i>

72/17	GM	<p>Caravan Parks</p> <p>a) Information noted pending a further more detailed report</p> <p>b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and</p> <p>c) Expressions of Interest (EOI) be invited for Management of the Lockhart Caravan Park for 1 July 2017 to 30 June 2018 with option of 2 x 12 month extensions on mutual agreement.</p>	<p>More detailed report to be presented at a future Council meeting.</p> <p>Expressions of Interest for the management of the Lockhart caravan park closed on 8/5/17.</p> <p>Interviews with shortlisted candidates currently being undertaken.</p> <p>Report and recommendation to be tabled at the Council meeting (closed section) on 15/5/17.</p>
71/17	GM	<p>Active Farmers – Request for Financial Assistance</p> <p>Council to decline request as it does not comply with “Policy 1.16 Donations/Contributions to Community Groups & Individuals” which requires organisations to be “not-for-profit”.</p>	<p>Letter sent.</p> <p>Complete.</p>
70/17	GM	<p>Disability Inclusion Action Plan (DIAP)</p> <p>Council to:</p> <p>a) Adopt the Disability Inclusion Action Plan 2017-2021, and</p> <p>b) Advise both the Minister Disability Services and Disability Council of its Disability Inclusion Action Plan 2017-2021.</p>	<p>DIAP uploaded to Council’s website and forwarded to Minister Disability Services and the Disability Council.</p> <p>Complete</p>
63/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Volunteer BBQ</p> <p>2017 Lockhart Shire Volunteer BBQ to be held in Lockhart on Friday, 12 May.</p>	<p>TEDO organising</p>
62/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Tourism & Economic Development Strategies and Incentives</p> <p>Strategy to be tabled to the TEDSC for feedback.</p>	<p>Strategy disseminated. To be reviewed by TEDSC.</p>
59/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – South West Wireless Communications</p> <p>TEDO to approach SWWCC to conduct an initial assessment to ascertain the possibility of rolling out this internet service throughout Lockhart Shire.</p>	<p>TEDO has contacted SWWCC.</p>
Ordinary Council Meeting held 20 March 2017			
49/17	DEES	<p>Request for Road Name Change</p> <p>a) Council supported the road name change necessary process to be commenced</p> <p>b) DEES to write back to applicant informing them of Council’s decision.</p>	<p>(a) Council has commenced process for name change.</p>
48/17	DEES	<p>Draft Policy – Awnings, Verandahs and Balconies over Footways</p> <p>a) Council endorsed the draft ‘Awnings, Verandahs and Balconies Over Footways’ policy</p> <p>b) Policy to be placed on public exhibition for 28 days and a further report to be brought back to Council</p>	<p>Draft policy placed on exhibition.</p> <p>See separate report to May Council meeting.</p> <p>Complete.</p>

47/17	GM	<p>Request for Financial Assistance – Osborne Recreation Ground Committee</p> <p>a) Council to contribute \$8,000 towards erection of player changeover benches, coaches' shelters, media platform and storage shed at the Osborne Recreation Ground.</p> <p>b) Osborne Recreation Ground Committee, in view of its status as a Section 355 Committee, to inform Council when it is considering applying for government grants in future.</p>	<p>Osborne Recreation Ground Management Committee has been advised of Council's contribution and requested to liaise with Council's Finance Manager regarding administration of the grant.</p> <p>Complete</p>
40/17	GM	<p>Residential Subdivision – Carson Rd, The Rock</p> <p>Authority granted for the Deed of Covenant relating to Lots 1 to 5 DP1220989 Carson Rd, The Rock, as presented, to be executed under the seal of Council.</p>	<p>Deed of Covenant has been executed under Council's seal and returned to Council's solicitor for registration on the titles.</p>
39/17	GM	<p>The Rock Regional Observatory Project</p> <p>Council, as Trust Manager of the Lockhart Crown Reserve Trust to:</p> <p>a) Provide in-principle support for The Rock Regional Observatory Project</p> <p>b) Seek consent of the Minister to authorise Reserve 48746 for Racecourse and Showground to be used for an additional purpose that is consistent with the Project</p> <p>c) Assist in identifying any potential grant opportunities relevant to the Project.</p>	<p>A submission has been forwarded to the NSW Crown Lands Office requesting that "Community purposes" and "Public Recreation" be added as permitted uses of the Reserve for Racecourse and Showground.'</p> <p>The Rock progress Association has been advised of Council's decision and its submission to the Crown Lands Office.</p>
37/17	GM	<p>ANZAC Day 2017 Commemorations</p> <p>Council representatives to participate at respective ANZAC Day ceremonies and to lay a commemorative wreath on behalf of Council to be as follows:</p> <ul style="list-style-type: none"> • Lockhart – Crs Schirmer and Day • The Rock – Crs Driscoll and Walker (Dawn Service) and Cr Marston (10.30am Service) • Pleasant Hills – Cr Sharp • Yerong Creek – Cr Driscoll. 	<p>RSL Sub-branches have been advised of Council's representatives at the respective commemoration ceremonies.</p> <p>Council's representatives provided with Commemorative wreaths.</p> <p>Complete</p>
33/17	TEDO	<p>Minutes of the Tourism/Economic Steering Committee Meeting – Shire Signs</p> <p>Designs for the Shire signs to be investigated.</p>	<p>Dependent on budget.</p>
31/17	TEDO	<p>Minutes of the Tourism/Economic Steering Committee Meeting – Australian Kelpie Hall of Fame</p> <p>TEDO to apply for grant funding.</p>	<p>Awaiting response.</p> <p>Complete</p>
Ordinary Council Meeting held 6 February 2017			
12/17	MES	<p>Planning Proposal for Variation to Lockhart LEP – DA25/17</p> <p>a) Support the application for variation to the Lockhart LEP, by permitting the change of use of a former church to a dwelling; and</p> <p>b) Refer the application to the Secretary for consideration; and</p> <p>c) If concurrence of the Secretary is obtained, continue to process and determine the development application DA25/17 under delegated authority from the General Manager</p>	<p>Letter issued to Secretary to obtain concurrence. Secretary currently assessing the application, with no feedback to date.</p> <p>Secretary has issued concurrence for the development.</p> <p>DA issued.</p> <p>Complete.</p>

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6/17	DEES	<p>Cadet Engineer</p> <p>a) Endorse inclusion of position of 'Cadet Engineer' into the organisation structure, and</p> <p>b) Authorise the GM and DEES to sign the Charles Sturt University Memorandum of Understanding for Industry Placement Cooperation.</p>	<p>MOU signed and returned to CSU. Advertisement for position completed and placed on noticeboard at CSU. Interviews scheduled for 26 April 2017.</p> <p>Interviews have occurred. Find out placement week 8 May 2017.</p> <p>Successful candidate confirmed and due to commence on 1/7/17.</p>
5/17	GM	<p>Coffee Shop Proposal</p> <p>Council to invite Mandy Strong, Liz Lane and Susan Gooden to meet with Mayor and GM to discuss the proposal of a coffee shop in the former Billabong Motors building adjacent to the Green Gunyah Museum.</p>	<p>Meeting held on 1 March 2017. Discussions continuing.</p>
2/17	GM	<p>Notice of Motion - The Rock to Boree Creek rail Line</p> <p>Council:</p> <p>a) Fully supports the upgrading of The Rock to Boree Creek rail line to heavy rail to enable the more efficient and cost effective use of rail infrastructure.</p> <p>b) At the appropriate time submit a submission to Transport NSW outlining the benefits of the upgrade.</p>	<p>Awaiting Round 1 of Fixing Country Rail funding programme to be announced. Discussions held with Transport for NSW and Graincorp in anticipation of submission being prepared. Letters of support obtained from neighbouring Councils. Personal and written representations made to newly appointed NSW Infrastructure Co-ordinator.</p>
Ordinary Council Meeting held 19 December 2016			
345/16	DEES	<p>Swimming Pool Upgrade – Lockhart & The Rock</p> <p>Council:</p> <p>a) Continues undertaking detailed design and planning works for both Lockhart and The Rock pool upgrades to ensure project is shovel ready this year with works funded from Council reserves;</p> <p>b) Continues engaging with respective pool Steering Committees to assist and provide guidance to Council;</p> <p>c) Applies for funding of \$1M for the pools under the current round Building Better Regions Fund; and</p> <p>d) Commence upgrade of the pools in 2016/17, 2017/18 and 2018/19 years subject to confirmation of grant funding, with project funding being combination of grant funding, third party contributions, loan and Council reserves.</p>	<p>Design works for The Rock buildings commenced.</p> <p>Grant application under BBRF closed 28 Feb 2017. Design work for buildings well advanced. DA's submitted for all works.</p>
Ordinary Council Meeting held 21 November 2016			
315/16	GM/ TEDO	<p>Australian Kelpie Hall of Fame</p> <p>a) Greens Gunyah Museum be requested to develop and provide a long-term business plan to Council, outlining future developments and how they will be funded, and</p> <p>b) The item be brought back to Council for further discussion in the 2017/18 FY.</p>	<p>Lockhart & District Historical Society have developed a strategic plan and are working on extending this into a business plan.</p>

Ordinary Council Meeting held 19 September 2016			
264/16	DEES	F111 Stabiliser Display, The Rock a) Council supports installation of F111 Stabiliser Fin b) Site meeting to occur to agree position for installation c) Council to meet costs of up to a maximum of \$3,000 in-kind support to complete project (incl. installation of soon to be delivered anchor).	Letter written to The Rock RSL. Displays have been delivered to The Rock. Works to be undertaken in New Year. Welding works for Anchor have been completed. Anchor sand blasted & painted. Concrete works scheduled for after Easter weekend. Displays installed. Further concreting works required when resourcing permits. Complete.
241/16	TEDO	Minutes of Tourism/Economic Development Steering Committee - Town Visitor Information Boards New town visitor information boards to be designed and installed in The Rock and Lockhart.	Frame and information boards in progress
Ordinary Council Meeting held 18 July 2016			
185/16	DEES	Sewer Financial Plan and Proposed Extension at The Rock a) Commence with design and planning of sewer extension at The Rock in 2016/17 as per Lockhart Sewerage Business: Capital Works Plan and Financial Plan b) Undertake construction of Stages 1-6 of proposed low pressure sewer extension at The Rock in 2017/18 as per Lockhart Sewerage Business Capital Works Plan and Financial Plan c) Investigate feasibility of sewerage Council subdivision on Milne Rd in advance of rest of works.	Will commence quotes for design works once Project Officer is engaged. Project detailed design to commence Oct Sept. Quotations being sought for design consultant. Consultant engaged, design works well under way. Currently liaising with other Authorities for access.
Ordinary Council Meeting held 16 May 2016			
109/16	DCCS	Old Lockhart Railway Station Building Council to: a) Seek to find a suitable use/tenant for the building b) Begin negotiations with JHR to hand building back, if suitable use/tenant not found within next 6 months.	Ongoing.
92/16	TEDO	Minutes of the Tourism/Economic Development Steering Committee – Virtual Touring Route TEDO investigate the potential to develop Drovers Way as a virtual touring route through the region.	TEDO working with all councils along the route to develop the Drovers Way
Ordinary Council Meeting held 17 November 2014			
328/14	DCCS	Request for Financial Assistance – The Rock Men’s Shed a) Suitable lease conditions be negotiated between Council and The Rock Men’s Shed.	In progress.
Ordinary Council Meeting held 14 October 2014			
294/14	DCCS	Report of Section 355 Committees - Finances Council to endeavour to meet with all 355 Committees & Pleasant Hills Community Hotel to work with them to understand their costs and future projects	Plan being developed with correspondence to be sent. Workshop material in planning & being developed.

Ordinary Council Meeting held 18 April 2017 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Verdon – Song Written by Former Grader Operator Mr Keith Ball – Enquired as to whether Council had a copy of the song about working on Council and if not, could a copy be obtained for historical purposes?	DEES advised he is not aware of the song and will contact the Funeral Director. Staff have spoken with family, a copy to be forwarded to Council in due course.
	DEES	Cr Verdon – Could The Rock Bowling Club become an Emergency Evacuation Centre – Enquired if The Rock Bowling Club could become an Emergency Evacuation Centre?	DEES advised if the Club could write to Council he would present the request to the next LEMC meeting in June 2017. Complete.
	DEES	Cr Verdon – Road Tidy Up Works to The Rock Recreation Ground – Requested some internal road tidy up works to The Rock Recreation Ground, particularly jetpatching at the entrance and potholes on the perimeter track, as well as tidy up around the public toilets.	DEES advised a tidy up around the public toilets is scheduled and he will arrange for other works to be undertaken. Works to occur when resourcing permits. Complete.
	DEES	Cr Day – Placement of Sculpture at Front of Greens Gunyah Museum – Enquired if Council has had any discussions with the Museum regarding placement of a sculpture at the front of the Museum?	DEES advised has sent a response letter to the Museum Committee requesting a site meeting to agree on location of a sculpture. A second copy forwarded to Museum committee. Site meeting to be held in due course. Complete.
	GM	Cr Driscoll – Recent Councillor Training Day Conducted by REROC – Thanked Council and REROC for recent Councillor training day and enquired as to whether further training could be provided to Councillors like the Planning Session conducted by Tony Donoghue.	GM will convey the positive feedback to REROC.
	DCCS	Cr Driscoll – Activities/Short Courses for Senior Citizens – Enquired if Council could look into providing activities/special programs for our Senior Citizens, e.g. computer/internet training, food/cooking days, millinery or craft days, etc.?	DCCS advised he will consider this request and advise.
	DEES	Cr Marston – Potholes in The Rock – Advised there are potholes on the cnr of John and King Sts, The Rock , as well as along John St.	DEES advised he will investigate and take appropriate action. Works scheduled to occur shortly. Complete.
	DEES	Cr Rockliff –Unrestrained Dogs Roaming Lockhart Streets – Advised there are several local dogs that are being allowed to roam Lockhart streets unrestrained and are urinating in our shopping precinct.	DEES advised Council is currently trying to sort out Ranger Services for our Shire as Wagga Wagga City Council is unable to assist at present and Council staff are now making contact with other neighbouring councils to engage this service.
	DEES	Cr Rockliff – Temporary Table and Seats Located on the Pavers near Walkway in Greet Street – Advised that the temporary table and seats are being well utilised and requested consideration of a permanent installation.	DEES advised he will consider this request.

	DCCS	Cr Douglas – Requested Consideration of Provision of Liquid Soap Dispenser’s in our Shire’s Public Toilets.	DCCS advised he will investigate and provide costing to the next meeting.
Ordinary Council Meeting held 20 March 2017 – Councillor Questions & Statements			
Councillors’ Questions	DEES	Cr Driscoll – Donation Box at Upgraded Recreation Ground Toilets, The Rock – Requested Council provide a donation box at the upgraded recreation ground toilets in The Rock	DEES advised he will action and install when available. Donation boxes ordered. Signs to be ordered. Boxes and signs to be installed shortly. Boxes and signs installed. Complete.
Ordinary Council Meeting held 19 December 2016 – Councillor Questions & Statements			
Councillors’ Questions	GM	Cr Driscoll – New Crown Lands Management Act – Enquired as to status of review of Crown Lands Management Act and has it been discussed at Council?	GM advised nothing happening at this stage as the majority of the new legislation will commence in early 2018, with further information to be provided in 2017, therefore it has not been discussed at Council as all current legislation remains in place.
Ordinary Council Meeting held 21 November 2016 – Councillor Questions & Statements			
Councillors’ Questions	GM/ DEES	Cr Day – Refurbishment of Lockhart Town Signs – Enquired on status of refurbishing the Lockhart town signs?	GM advised there is no money in current budget for town signs upgrades. DEES advised he will meet with Cr Day to discuss possible works. Cr Day & DEES working on refurbishment of the signs. Staff has removed one of the signs and Cr Day talking with Littlewood signs regarding refurbishing. All signs currently at Littlewoods for refurbishment.
Ordinary Council Meeting held 24 October 2016 – Councillor Questions & Statements			
Councillors’ Questions	DEES	Cr Verdon – Council Disaster Management Plan Availability – Also queried if Council Disaster Management Plan was available?	DEES advised the new Emergency Management Plan was almost complete and to expect a presentation to Council at a future meeting. Proposed to present EMP to June 2017 meeting.

Councillors' Questions	DEES/ MES	<p>Cr Douglas – Yerong Creek Noise Complaint re. Chooks – Enquired as to status of noise complaint in Yerong Creek re. chooks.</p>	<p>DEES/MES advised an onsite meeting has been held to discuss implementation measures to reduce noise at night. Council will be following up on Tues, 25 Oct 2016. Council has followed up complaint and is currently monitoring the situation. Staff have meet with owner three times. Have made modifications to enclosure and rooster has been removed. Staff currently monitoring situation. Offending rooster removed from site and other modifications made to enclosure. Several inspections undertaken by council staff. Seems to be in hand at present. Complete.</p>
Ordinary Council Meeting Held 16 November 2015 – Councillor Questions & Statements			
Councillors' Questions	DEES	<p>Cr Morgan – Funding Application for Brookdale Hill Blackspot 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>
Ordinary Council Meeting Held 17 August 2015 – Councillor Questions & Statements			
Councillors' Questions	DEES	<p>Cr Verdon – Solar Power Concerned about high cost of electricity at public recreation grounds and pools within Shire and enquired if Council has considered solar power, especially for The Rock Recreation Ground?</p>	<p>DEES has spent considerable time/gone to seminars investigating this issue and will be putting a report to Council shortly. DW will also investigate if s355 Committees could come under Council's power supply contract to obtain a saving.</p> <p>DEES has investigated and grouping all electrical accounts into Council account is possible. Staff currently investigation total number of accounts that could be rolled over.</p>
Ordinary Council Meeting Held 22 June 2015 – Councillor Questions & Statements			
Councillors' Questions	Cr Day	<p>Cr Day - Milbrulong Silos Cr Day will talk to Graincorp about Milbrulong silos and possibility of obtaining more land for bunkers – maybe eastern end of Lockhart Industrial Park?</p>	

15 May 2017 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
18/04/17 (e-mail)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #14 – 13 April 2017	S20-007
18/04/17 (e-mail)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
19/04/17 (e-mail)	ALGA News Editor	ALGA News 13 April 2017	A75-005
26/04/17 (e-mail)	ALGA News Editor	ALGA News 21 April 2017	A75-005
26/04/17 (e-mail)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #15 – 21 April 2017	S20-007
26/04/17 (e-mail)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
01/05/17 (e-mail)	ALGA News Editor	ALGA News 28 April 2017	A75-005
01/05/17 (e-mail)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #16 – 28 April 2017	S20-007
01/05/17 (e-mail)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
08/05/17 (e-mail)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #17 – 5 May 2017	S20-007
08/05/17 (e-mail)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
08/05/17 (e-mail)	ALGA News Editor	ALGA News 5 May 2017	A75-005

Recommendation: That the information be noted.

94/17 RESOLVED on the motion of Crs Marston and Day that the information be noted.

Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

The General Manager and Director Corporate and Community Services declared a non-pecuniary interest in the following item and vacated the Chambers for its duration.

1. **SPIRIT OF THE LAND FESTIVAL REQUEST**

(DEES/C95-020)

Executive Summary

Request for contribution for 2017 Festival.

Report

The Spirit of the Land Committee (SOL) has forwarded a letter thanking Council for its continued support for the Festival.

It has also requested Council to continue its contribution of \$10,000 for first prize in the Farm Art Sculpture Award for 2017. In addition, Council also provides in-kind support of up to \$2,000 to the festival in the form of extra bins, traffic control and ground preparations.

This would be in accord with Council's resolution some three years ago when Council agreed to continue its support for the following 3 years on the understanding that the ultimate goal would be for the Festival to become self-supporting. There has been no further advice from the committee on the achievement of this goal.

The festival brings about \$1.3M into our economy over its 2 days, so Council's contribution is well worthwhile.

Integrated Planning and Reporting Reference

A1.3 - Support community driven projects.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

\$12,000 budget allocation required in 2017/18 budget, consistent with past budgets.

Attachment

1. Letter dated 18 March 2017 from Spirit of the Land Lockhart.

Recommendation: That Council continues to support the Spirit of the Land festival and includes \$12,000 in its draft budget for 2017/18.

<p>95/17 RESOLVED on the motion of Crs Rockliff and Walker that Council continues to support the Spirit of the Land festival and includes \$12,000 in its draft budget for 2017/18.</p>
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STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

Nil.

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

2. BIOSECURITY AND ENVIRONMENTAL REPORT

(DEES/N10-025)

Executive Summary

Monthly report on biosecurity and environmental matters.

Report

Weeds

Property Inspections

The majority of inspections were carried out on residential properties, prompted by notification of a change of ownership, and notification of the presence of weeds from the general public.

The weeds most commonly found were Privet (*Ligustrum sp.*), Bathurst Burr (*Xanthium spinosum*), Green Cestrum (*Cestrum parqui*), and Athel Pine (*Tamarix aphylla*).

Other weeds found in lower frequency were Horehound (*Marrubium vulgare*), St John's Wort (*Hypericum perforatum*), Prickly Pear (*Opuntia sp.*), Scotch Broom (*Cytisus scoparius*), Bridal Creeper (*Asparagus asparagoides*), Blackberry (*Rubus fruticosus sp. aggregate*), and Asparagus Weed (*Asparagus sp.*).

No. 1 st Inspections	No. Re-inspections required	No.2 nd Inspections	No. Sect 18A's issued	No.3 rd Inspections	No. Section 18's issued
12	2	3	1	1	0

Spray Program

Priority for spraying has been given to the control of Horehound (*Marrubium vulgare*), Bathurst Burr (*Xanthium spinosum*), Silverleaf Nightshade (*Solanum elaeagnifolium*), Spiny Burrgrass (*Cenchrus spinifex*), and Feathertop Rhodes Grass (*Chloris virgata*) on roadsides within the Shire.

Travelling Stock Reserves

Successful communication between council and Local Lands Services has resulted in the controlling of noxious weeds on some TSRs within the shire, which is an encouraging progression.

Pests

Rabbits

RHDV1 K5 post-release spotlighting counts occurred in April. Unfortunately the release does not appear to have had any significant effect on the rabbit populations. Analysis of the results from the release sites over the national parks are in their early stages, but it would appear that the virus has had the most effect in coastal areas, and areas that receive high rainfall, possibly due to a higher number of vectors in these areas to transfer the virus from one rabbit to another.

Biosecurity Matters

Riverina Regional Strategic Weed Management Plan 2017-2022 Public Consultation

In April the NSW Department of Primary Industries released the ELearning training package to prepare weed officers for the implementation of the NSW Biosecurity Act 2015. The training consists of eleven modules which need to be completed before the face to face training which will occur in Wagga Wagga in early June.

Environmental Matters

Galore Hill Scenic Reserve

The final stages of the Galore Hill Scenic Reserve Rehabilitation Project commenced in April. The designated site was slashed in preparation for the direct seeding to occur in May. Due to the large amount of Paterson's Curse (*Echium plantagineum*) seedlings present under the dead matter, chemical application will also occur prior to direct seeding.

Integrated Planning and Reporting Reference

C1.4 – Decreased occurrence, spread and impact of weeds and pests throughout the Shire.

Legislative Policy and Planning Implications

Weed inspections and associated activities are carried out in accordance with the Noxious Weeds Act 1993.

Budget and Financial Aspects

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

Attachment

Nil.

Recommendation: That the information be noted.

96/17 RESOLVED on the motion of Crs Verdon and Day that the information be noted.

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

3. ENGINEERING REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering matters.

Background Information

- (a) *Works Report:* Construction projects have been slightly held up due to recent rains and short weeks due to public holidays.

The Urana Lockhart Road Causeways Upgrade project is nearing completion with last run of culverts now installed. New pavement construction for 700m over the new culverts has commenced. It should be noted that the culverts are designed to take low to moderate creek flows. Any large creek will still over top the road however should be a minimal depth that will not cause a road closure. This project is scheduled for completion mid-May 2017

Grubben Road Upgrade involves reconstructing and sealing 12km of rural road. It is progressing well with 10km sealed. Earthworks and drainage is now complete with gravelling now also complete. Sealing of the final 2km is scheduled to occur shortly. This project is now not scheduled to be completed till mid-May 2017 with erection of warning signs.

Resealing programme for 2016/17 is also well advanced and is now likely to continue into May 2017 with only a couple of minor works to be completed. Some delays to traffic are expected whilst sealing contractor undertakes this work.

At present one grader crew is undertaking construction projects with two on preparation works for gravel re-sheets. Two crews will continue on gravel re-sheets once construction projects are completed.

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

Concrete crew is continuing with undertaking construction of drainage structures for the year being new works. Once this is completed then the crew will continue with maintenance of footpaths, kerb and gutter as well as signs maintenance throughout the Shire.

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

- (b) *Flood Mitigation:* Refer to Major Projects update.
- (c) *Road Safety Officer:* Nil to report.
- (d) *Traffic Committee:* Traffic committee has approved safety and warning signage for the newly sealed Grubben Road, as well as reported trouble spots on intersection of Tinamba and Wattles Lanes, Yerong Creek Mangoplah Road near WWCC boundary and Bidgeemia Road near JR Smith Lane.
- (e) *Lockhart Local Emergency Management Committee:* Next meeting is scheduled for Friday, 16 June 2017.
- (f) *Fleet:* The jetpatcher has been delivered. The emulsion tank is now expected to be delivered mid-May 2017.

Legislative Policy and Planning Implications

Nil.

Integrated Planning and Reporting Reference
D3.1 – Develop infrastructure for our community.

Budget and Financial Aspects
Will be conducted within Council's allocated budget.

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

Recommendation: That the information be noted.

97/17 RESOLVED on the motion of Crs Rockliff and Walker that the information be noted.
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4. MAJOR PROJECTS UPDATE

(DEES/T10-005)

Executive Summary
Update on Council's current major projects.

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

- a) *Swimming Pools Upgrade:* The architectural and structural drawings for the Lockhart swimming pool buildings have been completed. The architectural and structural drawings for The Rock pool buildings have commenced and are expected to be completed by early June 2017.
- b) *The Rock Sewer Extension:* The final survey and design works documents have been completed. The REF is nearly completed. Expect to go to tender shortly once approvals from authorities (ARTC and RMS) are given.
- c) *The Rock STP Tertiary Ponds Upgrade:* The first new pond has been completed and is fully operational. Cleaning out of the old pond has been completed and earthworks have commenced.
- d) *Demolition of Voluntary Purchase Properties:* Demolition work of the Day Street house at The Rock is expected to start on 22 May 2017.
- e) *Flood Mitigation Construction:* It is expected that staff will call for tenders for the construction works for the Lockhart Levee mid-year. There is some administration works required regarding an Aboriginal Land Claim on the Commons that needs to be completed before construction works can commence. Consultants have completed the necessary Environmental assessments. The Rock Streven Street drainage works remains on reserve list for funding from the Office of Environment and Heritage (OEH).

Integrated Planning and Reporting Reference
D – Infrastructure for the long-term needs of the community.

Legislative Policy & Planning Implications
Nil.

Budget & Financial Aspects

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

Attachment

Nil.

Recommendation: That the information be noted.

98/17 RESOLVED on the motion of Crs Verdon and Sharp that the information be noted.

5. PARKS AND GARDENS REPORT

(DEES/P10-005)

Executive Summary

Monthly report on parks and gardens.

Report

Green Street, Lockhart

The pavers in the CBD have been pressure washed to have them looking their best for the Easter long weekend and ANZAC Day. Hedges were trimmed, gardens weeded and tidied and gutters swept before that ANZAC Day march.

The start of work on the section of naturestrip from The Rio to the walk bridge has been delayed due to wet weather and short weeks detaining contractor, work has been rescheduled for mid-May. Lawn will be removed between the footpath and kerb and replaced with granite and mulch; the mulch sections will include the planting of ground covers and low shrubs to tie it in with the Museum side of the street. Steps will also be constructed to highlight the location of the Lovelocks arch and garden. Crepe Myrtles will be replaced where necessary and it is hoped the mulch will assist their establishment as it has on the opposite side of the street.

ANZAC Day

The memorial sites, cemeteries and surrounds all received attention in the lead up to commemoration ceremonies.

Walter Day Park

Landscaping of the new public toilet site will be scheduled with contractor once Green Street naturestrip is completed. The site will include a permanent site for 'At the Dance', gravel paths to it and 'Nine Martyrs' and the extension/refurbishment of garden beds.

Playgrounds

Softfall maintenance and topping up has commenced.

Trees

Annual pruning of street trees has commenced including the Peppercorns and Melaleuca in Green St, Lockhart in the lead up to Easter and ANZAC Day. Some replacement planting is also planned during the cooler months.

Parks and Gardens

The Shire's roses are being deadheaded regularly to encourage autumn blooms.

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

Irrigation systems are being turned down or off. Irrigation contractors were employed to resolve some ongoing issues; quotes have been accepted and work scheduled early May to extend the irrigation system at Hodgson Park and upgrade the aging system at Lockhart Cemetery.

Mowing and Slashing

The autumn slashing program is underway, including streets, main roads and town entrances. Growth has been slow but the recent rainfall is seeing the roadsides starting to green up. Village, Lockhart airstrip and Osborne Recreation Ground mowing will be scheduled for May. Mowing and edging of most irrigated areas is still being conducted fortnightly, some areas including recreation grounds have required weekly mowing due to ideal growing conditions.

Weed Control

Regular weed control is being conducted on Council property including hand spraying and weeding of gardens. Khaki weed and cathead are in season, known problem areas will be monitored throughout the warmer months.

General maintenance

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

Integrated Planning and Reporting Reference

D1 – Infrastructure that facilitates an active community.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

Nil.

Recommendation: That the information be noted.

99/17 RESOLVED on the motion of Crs Verdon and Walker that the information be noted.
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6. POLICY – AWNINGS, VERANDAHS AND BALCONIES OVER FOOTWAYS (DEES/C70-025)

Executive Summary

Council proposed at its March 2017 meeting a draft policy for the construction, management and maintenance requirements and responsibilities in relation to awnings, verandahs and balconies constructed over Council public roads, including footways.

Report

Council proposed at its March 2017 meeting a draft policy for the construction, management and maintenance requirements and responsibilities in relation to awnings, verandahs and balconies constructed over Council public roads, including footways. A copy of the draft policy is attached.

There has been literature and quite a few Council policies regarding safety of awnings over public lands following a fatal accident at Bathurst in 1998. One thing that is consistent, is that as awnings are part of the buildings to which they are attached, they are therefore the responsibility of the owner of the building, even when the awning is located over a public footpath. The Roads Act (1993) clarifies in s142(1) the responsibility for awnings over roads (including footpaths) by requiring that a person having the right to control the structure must maintain it in a satisfactory state of repair.

Council placed the draft policy on public exhibition for 28 days and received no responses from the public.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

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

Attachments

1. Draft Policy – Awnings, Verandahs and Balconies over Footways.

Recommendation: That Council adopts the “Awnings, Verandahs and Balconies over Footways” policy.

100/17 RESOLVED on the motion of Crs Day and Driscoll that Council adopts the “awnings, Verandahs and Balconies over Footways” policy.
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Cr Rockliff requested it be noted that he is supportive of the Policy but feels that Council will need to monitor the condition of the verandahs as all Green Street shopping precinct building owners may not be supportive of the policy and it would be a shame to allow gutters to overflow during rain events and potentially rust when the verandahs are a major drawcard to Lockhart.

7. BRIDGE ASSESSMENT REPORTS

(DEES/B20-005)

Executive Summary

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

Report

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 Brookong 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. The consultant who undertook the assessments has provided Council with remedial works design to allow staff to cost and undertake the repairs.

Council staff will, in the interim, most likely place either speed restrictions and/or load limits, (i.e. one heavy vehicle at a time) on the structures.

Integrated Planning and Reporting Reference

D3.1 – Develop infrastructure for our community.

Legislative Policy & Planning Implications

Roads Act 1993.

Budget and Financial Aspects

- Total cost is unknown at this stage; however it is expected that works to upgrade/repair the 9 bridges is in the order of \$600,000 to \$900,000
- For best chance of grant application success Council should contribute minimum 25% of the cost of the works.

Attachments

Nil.

Recommendation: That:

- a) the information be noted;
- b) Council applies for grant funding in next rounds of Fixing Country Roads (State), and/or Bridges Renewal Programme (Federal) and/or Heavy Vehicle Safety & Productivity Programme (Federal); and
- c) A programme of repair works to upgrade the structures to HML is put in place, subject to funding applications.

101/17 RESOLVED on the motion of Crs Rockliff and Marston that:

- a) The information be noted;
- b) Council applies for grant funding in next rounds of Fixing Country Roads (State), and/or Bridges Renewal Programme (Federal) and/or Heavy Vehicle Safety & Productivity Programme (Federal); and
- c) A programme of repair works to upgrade the structures to HML is put in place, subject to funding applications.

8. LIVESTOCK LOADING SCHEME

(DEESR40-065)

Executive Summary

The NSW Government implemented a livestock loading scheme to enhance productivity and increase efficiency in the NSW meat and livestock industry in 2012.

Report

The NSW Government implemented a livestock loading scheme (LLS) to enhance productivity and increase efficiency in the NSW meat and livestock industry in 2012. The scheme provides increased mass limits for livestock loads. Most of the common truck types used in Lockhart Shire are eligible to participate in the scheme.

There is an industry and NSW Government push to have the state's network of roads opened to the LLS. To-date Council has not received any applications to participate in the scheme.

The main concern Council staff have with the LLS is that it allows Higher Mass Limit (HML) vehicles on the road network. This is an issue for Council because recent bridge assessments have shown many of Council's road drainage structures are not suitable for HML loadings (this is subject to another report to Council). The inclusion or participation in the LLS will automatically allow these vehicles to travel at HML on Council roads.

One area where Council can assist is to allow vehicles to travel up to 4.6m high. Currently Lockhart Shire roads are approved to 4.3m and anything over this height requires a permit. Increasing height limits up to 4.6m at General Mass Limits (GML) will allow the newer livestock trailers to be used, as well as other general freight such as hay. At a recent industry presentation, it was explained that allowing up to 4.6m would greatly assist freight movement. Council staff do not see any issues on the road network with allowing this request.

Integrated Planning and Reporting Reference

D3.1 – Develop infrastructure for our community.

Legislative Policy & Planning Implications

- Heavy Vehicle National Law.
- Roads Act 1993.

Budget and Financial Aspects

Opening network to HML at this stage may result in increased damage and wear to road network.

Attachments

1. Letter from Roads and Maritime Services, received 1 May 2017.
2. NSW Livestock Loading Scheme fact sheet.

Recommendation: That Council:

- a) Does not participate in the Livestock Loading Scheme and continues to assess permit applications on merit as requested; and
- b) Undertakes gazettal of all Lockhart Shire Council roads for up to 4.6m high vehicles to General Mass Limits (GML) only.

102/17	RESOLVED on the motion of Crs Verdon and Rockliff that Council: <ol style="list-style-type: none">a) Does not participate in the Livestock Loading Scheme and continues to assess permit applications on merit as requested; andb) Undertakes gazettal of all Lockhart Shire Council roads for up to 4.6m high vehicles to General Mass Limits (GML) only.
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9. DEVELOPMENT APPLICATIONS

(MES/P25-010)

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

DA No	Development	Applicant/Owner	Site of Development
25/17	Change of Use	Bettina Brauner & Jamie Gilmour	3725 Bidgeemia Rd, Urangeline
33/17	Verandah at rear of Dwelling	B & D Turton	28 Green St, Lockhart
35/17	Detached Steel Shed	Callam Collins	15 Hay St, Yerong Creek
36/17	New Detached Dwelling	Davis Sanders Homes	7 Matthews St, Lockhart

Integrated Planning & Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Nil.

Attachment

Nil.

Recommendation: That the information be noted.

103/17	RESOLVED on the motion of Crs Sharp and Walker that the information be noted.
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10. SWIMMING POOL INSPECTION PROGRAM

(MES/S55-025)

Executive Summary

Progress with the Lockhart Shire Swimming Pool Inspection Program is presented to Council for its information.

Report

The Lockhart Shire Swimming Pool Inspection Program, adopted by Council in March 2014, is relevant to all swimming pools regulated under the Swimming Pools Act 1992 in the Lockhart Shire.

The inspection program is designed to provide measures to identify non-compliant swimming pools, ensure upgrade works are carried out and in the process, raise swimming pool safety awareness.

In NSW, and under the Act, landholders are required to register their pool on the NSW Swimming Pool Register, which can then be monitored by Council staff. Currently, there are 115 pools registered in the Shire, and since January this year, Council staff have been inspecting three pools per week, in conjunction with other commitments. The response by landholders has been relatively well received, with a general understanding of the responsibilities of pool owners, and the overriding issue that is swimming pool safety.

Alarming, though as suspected, almost 70% of pools have been deemed non-compliant at the first inspection. Non-compliance issues relate to several items, but most specifically, the pool gate not closing and/or latching shut from any position, or items located in the non-climbable zone (NCZ). Any pools deemed non-compliant must be followed up through re-inspection, after repairs/adjustments have been made to ensure compliance. Some pool owners could make repairs at the time of inspection, negating the need for a re-inspection.

Education is the most effective tool to creating awareness of pool safety, and so Council staff work to provide educational materials and self-assessment checklists, while also engaging the landholder during inspections to identify and explain non-compliance issues and how they can be rectified.

It is important to note that every pool safety barrier is designed differently, influenced by the yard design and pool style. Various Australian Standards apply depending on the date of build, so each inspection requires thorough investigation.

The inspection program will be ongoing until all pools have been inspected deemed compliant. A compliance certificate, if issued in accordance with the Act, remains valid for three years.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

A local control authority must inspect swimming pools in its area in accordance with its adopted inspection program, under CI 22B(4) of the Swimming Pools Act 1992.

Budget and Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted.

104/17 RESOLVED on the motion of Crs Walker and Marston that the information be noted.
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STRATEGIC DIRECTION E: Strong Leadership and Services

11. STATEMENT OF FUNDS FOR APRIL 2017

(DCCS/F10-010)

The reconciled position of funds held in Council's bank accounts and on investment as at **30 April 2017** is shown below for the information of members.

Statement of Funds as at:	30 April 2017	
Combined Bank Accounts:		\$
Bank Balance as at:	1 April 2017	1,228,921.68
Plus: Receipts to:		
Rates receipts bank 2 & 5	29,790.55	
Sundry Debtor receipts	39,873.57	
Galore Hill Trust Interest	4.01	
Investments redeemed	500,000.00	
Interest on Investment	5,844.16	
BAS Refund	50,794.00	
Other receipts	107,738.27	
Total receipts for month		734,044.56
		1,962,966.24
Less: Payments for Month less Canc. Chqs		1,287,615.13
New Term Deposits		0.00
Current Bank Balance		675,351.11

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP Call	At Call	500,000.00	8.20%
Bankwest	2.55	250,000.00	4.10%
Bankwest	At Call	300,000.00	4.92%
BENDIGO	2.35	250,000.00	4.10%
BENDIGO	2.20	500,000.00	8.20%
BENDIGO	2.35	500,000.00	8.20%
Curve Securitys/AMP	2.50	250,000.00	4.10%
IMB Limited	2.50	250,000.00	4.10%
IMB Limited	2.55	300,000.00	4.92%
nab	2.65	250,000.00	4.10%
nab	2.52	250,000.00	4.10%
NAB	2.53	250,000.00	4.10%
NAB	2.58	500,000.00	8.20%
NAB	2.63	300,000.00	4.92%
NAB	2.53	300,000.00	4.92%
Rim AMP	2.50	250,000.00	4.10%
RIM AMP	2.50	400,000.00	6.56%
RIM-amp	2.50	500,000.00	8.20%
		6,100,000.00	
TOTAL FUNDS HELD ARE:		6,775,351.11	100.00%

These funds are comprised as follows:

	CURRENT A/C	INVESTMENTS	TOTAL
General Fund	-787,948.69	5,139,035.51	4,351,086.82
Combined Sewerage	1,431,751.73	960,964.49	2,392,716.22
Galore Hill Trust Fund	31,548.07	0.00	31,548.07
	675,351.11	6,100,000.00	6,775,351.11

RESERVES	Externally Restricted	2,424,264.29
	Internally Restricted	3,675,735.71
	Unrestricted	675,351.11
		6,775,351.11

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



Director Corporate Services
2 May 2017

Integrated Planning and Reporting Reference

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

Recommendation: That the Statement of Funds for April 2017 be received.

105/17 RESOLVED on the motion of Crs Verdon and Driscoll that the Statement of Funds for April 2017 be received.

**12. DRAFT DELIVERY PROGRAM 2017-21 AND OPERATIONAL PLAN 2017-18 AND BUDGET
(DCCS/I13-005)**

Executive Summary

The Draft Delivery Program 2017-2021 and Operational Plan 2017-2018 and Budgets 2018-2021.

Report

General Fund Report

The Draft Delivery Program 2017-2021 and Operational Plan 2017-2018 and Budget documents have been prepared in accordance with Sections 404 and 405 of the Local Government Act 1993 and following Council's consideration a Council resolution is required to place the Draft Delivery Program & Operational Plan & Budgets on public exhibition for a period of 28 days inviting comments from the community.

The Draft Budget preparations have been facilitated by conducting workshops with Council. The Draft Budget, as presented, being the outcome of the workshops where detailed analysis of current expenditure and income, allocation of funds for Capital Works and Asset Replacement Program plus all of Council's recurrent expenditure activities was considered.

The following table provides a summary of General Fund expenditure for 2017-18.

Total Operating Expenditure (excl. Depreciation)	5,777,000
Total Depreciation	2,818,900
Total Capital Expenditure	5,682,601
Total Expenditure	14,278,501

The Draft Budget for the General Fund provides a balanced budget with a small surplus of \$24,668.00.

Special Rates Variation

Council adopted a Council Improvement Action Plan (CIAP) as part of its submission to the Fit For the Future process.

A key action included in the CIAP was to make application to the Independent Pricing and Regulatory Tribunal (IPART) for a Special Rate Variation. The application was for a 4.6% per annum increase for seven years (i.e. a cumulative increase of 37%) to enable Council to increase its own source revenue and fund community infrastructure including swimming pool refurbishments, flood mitigation works and road restoration.

IPART's Determination was published on 9 May 2017. IPART determined not to approve the application.

IPART's decision means that Council can only increase its General Rate Income in 2017/18 by no more than the rate peg of 1.5%. It also means that the projects that were proposed to be funded by the Special Rate Variation will need to be reviewed and/or re-scoped.

Accordingly, the 2017/18 Draft Operational Plan Budget has been prepared on the basis of a 1.5% increase in General Rates Income.

Swimming Pools

With the SRV application not being approved, the total refurbishment of the two town swimming pool complexes will be put on hold pending further investigation and scoping of remedial works to keep the pools operational into the short to medium term. The scoping of works are to be performed in 2017/18 year with the plan for these works to be undertaken in 2018/19. This will also allow more time to source grant funding to possibly still undertake the full refurbishment works as planned if the SRV was approved. The pools will continue to operate as they have in the past for the 2017/18 season.

Sewer Fund Report

The following table provides a summary of Sewer Fund expenditure for 2017-18.

Total Operating Expenditure (excl. Depreciation)	373,800
Total Depreciation	165,000
Total Capital Expenditure	1,285,000
Total Expenditure	1,823,800

Moving to Best Practice with regards to Sewer Fund operations, 2017/18 will be the third year resulting in Residential Sewer Charges being unified across the Shire. 2017/18 will be the second year of moving toward equalisation of the Non-Residential Sewer Charge across the Shire.

Also to be noted, 2017/18 will see the commencement of Sewer Capital Works Program which includes \$1,285,000 of new Capital Works on the Council's sewer network, with the main project being the sewer extension at The Rock.

Integrated Planning and Reporting Reference

E4.2.1 – Advocate and prepare for the long term sustainability of our Shire.

E4.2.1a – Continue to develop sound financial management policies and practices that help ensure Council's long term financial sustainability.

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

Attachments

1. Draft Budget 2017-2018 (attached as a separate document).
2. Draft Fees & Charges 2017-18 (attached as a separate document).
3. Draft Delivery Program 2017-2021 and Operational Plan 2017-2018 (attached as a separate document).

Recommendation: That Council:

- a) Apply the maximum permissible rate pegging limit 1.5% authorised by the Minister for Local Government in respect to the 2017/18 financial year;
- b) Apply the maximum permissible limit on interest for overdue rates for 2017/18 when advised by the Office of Local Government;
- c) Place the Draft Delivery Program 2017-2021 and Operational Plan Budget 2017-2018 and Delivery Program Budget 2017-2021 on public exhibition seeking comments as required under the Local Government Act 1993.
- d) Sewer Fund Access Charge: for 2017/18 Council to apply the one standard Access Charge for all water meter connection sizes while Council reviews the Best Practice Pricing guidelines with regards to fees and charges for different water meter connection sizes with a view to recommending fees and charges structure for the 2018/19 financial year budget.

Budget & Financial Aspects

Fund	Original Estimates @ 1 July 2016	Amendments @ 30 Sept 2016	Amendments @ 31 Dec 2016	Amendments @ 31 Mar 2017	Revised Estimates @ 30 June 2017
General Fund- Net of Inc & Exp and Capital Budget	\$25,167.00	-\$78,623.00	\$16,519.00	-\$30,119.00	-\$67,056.00
Sewerage Fund	\$4,600.00	\$5,513.00	-\$5,000.00	\$3,212.00	\$8,325.00
Net Consolidated Budget Surplus/(Deficit)	\$29,767.00	-\$73,110.00	\$11,519.00	-\$26,907.00	-\$58,731.00

Attachments

1. Quarterly Budget Review Statement for the period 1 January 2017 to 31 March 2017 (attached as a separate document).

Recommendation: That:

- a) The information be noted, and
- b) The adjustments in income, expenditure and reserves in the March 2017 Quarterly Budget Review be adopted.

107/17 RESOLVED on the motion of Crs Marston and Rockliff that:

- a) The information be noted, and
- b) The adjustments in income, expenditure and reserves in the March 2017 Quarterly Budget Review be adopted.

14. COUNCIL'S APPLICATION FOR A SPECIAL RATE VARIATION – IPART DETERMINATION (GM/I05-005)

Executive Summary

The Independent Pricing and Regulatory Tribunal (IPART) has declined Council's application for a Special Rate Variation (SRV). This means that Council can only increase its General Income in 2017/18 by no more than the rate peg i.e. 1.5%.

Report

At the Council meeting held on 6 February 2017 it was resolved that "...Council apply for a SRV to commence in the 2017/18 financial year of 4.6% per annum inclusive of rate pegging cumulative for 7 years, to remain permanently in the rate base, for the purpose of increasing Council's own source revenue and to be applied to the provision of community infrastructure including flood mitigation works, road restoration and swimming pool refurbishments".

Submitting an application for a SRV was also a key component of the Council's Improvement Action Plan submitted as part of the Fit for the Future (FFTF) process and followed an extensive community engagement process.

In accordance with the Council resolution an application was lodged with IPART by the closing date of 13 February 2017. On 9 May 2017 IPART published its Determination. Council's application was not approved. IPART determined that Council may increase its General Income in 2017/18 by no more than the rate peg, i.e. 1.5%.

In summary, IPART formed the view that, having regard to its cash reserves and borrowing capacity, Council has the financial capacity to undertake the nominated projects, i.e. swimming pool refurbishments, flood mitigation works and road restoration, without an SRV.

With respect to Council's other reason for requesting an SRV i.e. to increase its Own Source Revenue (OSR), IPART separately advised that the 60% OSR benchmark identified in the FFTF process applied to metropolitan and regional councils only. It noted that rural councils were only required to "demonstrate they could improve their own source revenue within five years". IPART concluded that Council is forecast to meet this requirement and improve its OSR without an SRV. This is largely because Council's FFTF response, including its Council Improvement Action Plan and Long Term Financial Plan, contains alternative revenue raising strategies including undertaking external contracting on behalf of neighbouring councils, (e.g. roadworks).

IPART's Determination provides a detailed assessment of Council's application against five criteria. IPART determined that Council's application satisfied three of the five criteria, whilst the other two criteria were not met. A short appraisal of IPART's assessment against the relevant criteria is set out below.

- 1) Need for the SRV – not satisfied
IPART determined that Council has the financial capacity to fund the nominated SRV projects without the SRV rates increases. In doing so significant emphasis was placed on Council's Operating Performance Ratio which IPART views as an indicator of financial sustainability. IPART noted that if Council funded the nominated projects without the SRV rate increases this Ratio, whilst decreasing, would remain in positive territory and above the bench mark. IPART also noted that Council would be able to fund its SRV projects by "...taking on a small and stable level of debt".
- 2) Community engagement and awareness – not satisfied
IPART acknowledged that Council used a variety of methods to engage with its community and that the IP&R documents clearly explained the extent of the rate increase. However IPART also determined that in its community consultations the Council did not effectively communicate the cumulative size of the rate increase. IPART concluded that the consultation materials focused on the annual percentage increase of 4.6% and did not provide adequate information on the cumulative percentage increase of 37%.
- 3) Impact on ratepayers – satisfied
IPART determined that the impact of the proposed rate rises is substantial but reasonable given the Council's existing rate levels, the purpose of the SRV, indicators of the community's capacity to pay and the Council's consideration of ratepayers' willingness and capacity to pay.
- 4) IP & R Documents – satisfied
IPART determined that Council provided evidence that the relevant IP&R documents had been exhibited and adopted.
- 5) Productivity improvements and cost containment strategies – satisfied
IPART determined that Council demonstrated productivity savings and cost containment strategies in past years and indicated its intention to realise savings over the period of the SRV.

IPART's Determination is disappointing considering:

- The extensive community consultation undertaken by Council;
- The support for the proposal received from the community during the FFTF consultations and the more recent consultations focusing specifically on the Community Strategic Plan, Delivery Plan and SRV proposal;
- The focus placed on increasing Own Source Revenue during the FFTF process;
- The inadequacy of the rate peg of 1.5% applying in 2017/18.

IPART's assessment of SRV applications is based on guidelines provided by the Office of Local Government. Its decision is final and there is no avenue of appeal. There is only the opportunity to apply again in future years.

REROC is making separate representations regarding the Local Government Cost Index which IPART uses to determine the amount of the rate peg each year. REROC is collecting data from member Councils to illustrate how the Index is failing to address the rising costs of running a local council.

It is recommended that Council make its own representations having regard to its experience with the FFTF and SRV process and in so doing also redouble its efforts to secure grant funding for the nominated projects and in particular the Lockhart and The Rock swimming pools.

Integrated Planning and Reporting Reference

E4.2.1a - Continue to develop sound financial management policies and practices that help ensure Council's long term financial sustainability.

Legislative Policy and Planning Implications

Pursuant to section 506 of the Local Government Act the Minister may, by order published in the Gazette, specify the percentage by which councils' general income for a specified year may be varied. The percentage by which councils' general income may be varied in 2017/18, without approval for a special variation, is 1.5%.

Budget and Financial Aspects

IPART's Determination means that Council can only increase its General Income in 2017/18 by no more than the rate peg, i.e. 1.5%. Accordingly the Draft 2017/18 Operational Plan Budget included with this agenda (refer agenda Item 12) has been prepared on the basis of a 1.5% increase in General Income.

Attachment

The IPART Determination has been published on its website at www.ipart.nsw.gov.au.

Recommendation: That Council:

- a) Note the IPART Determination; and
- b) Make personal and written representations regarding its experience with the FFTF and SRV process and also redouble its efforts to secure grant funding for the nominated projects and in particular the Lockhart and The Rock swimming pools.

108/17 RESOLVED on the motion of Crs Verdon and Walker that Council:

- a) Note the IPART Determination; and
- b) Make personal and written representations regarding its experience with the FFTF and SRV process and also redouble its efforts to secure grant funding for the nominated projects and in particular the Lockhart and The Rock swimming pools.

15. FIRE AND EMERGENCY SERVICES LEVY

(GM/R10-017)

Executive Summary

From 1 July 2017 councils will be required to collect the Fire and Emergency Services Levy (FESL), formerly known as the Emergency Services Property Levy, alongside council rates on behalf of the NSW Government.

The fixed rates and ad valorem rates to apply for each classification of land have now been published.

Report

A report was tabled at the last Council meeting providing an outline of the FESL to apply from 1 July 2017. The report noted that Land is to be classified into the following property sectors for the purposes of the FESL:

- a) government land,
- b) public benefit land,
- c) farmland,
- d) residential land,
- e) industrial land,
- f) commercial land.

The report further noted that all landowners were to be notified of their classification for FESL purposes by 30 April 2017. NSW Treasury provided a specific leaflet for this purpose and these notices have now been issued.

The notice issued to landowners advised that the FESL rates will be published by 30 April 2017, and a FESL calculator will be available at www.fesl.nsw.gov.au.

The FESL rates have now been published and are summarised below. "Government land" is exempt from the levy.

Land Classification	Fixed Rate	Ad Valorem Rate	Ad Valorem Rate/\$100K of Land Value
Public benefit land	\$100	0.000219	\$21.90
Farmland	\$200	0.000235	\$23.50
Residential land	\$100	0.000219	\$21.90
Industrial land	\$200	0.002687	\$268.70
Commercial land	\$200	0.001791	\$179.10

The amount of the FESL landowners will pay is made up of the fixed rate plus the ad valorem rate on land value. A lesser rate applies where the Commercial, industrial or Residential land is vacant.

The table below shows the FESL payable on properties with a land value in multiples of \$100,000 for the respective property classifications.

Land Classification	Land Value						
	\$50K	\$100K	\$200K	\$300K	\$400K	\$500K	\$1M
Public benefit	\$110.95	\$121.90	\$143.80	\$165.70	\$187.60	\$209.50	\$319.00
Farmland	\$211.75	\$223.50	\$247.00	\$270.50	\$294.00	\$317.50	\$435.00
Residential	\$110.95	\$121.90	\$143.80	\$165.70	\$187.60	\$209.50	\$319.00
Industrial	\$334.35	\$468.70	\$737.40	\$1006.10	\$1274.80	\$1543.50	\$2887.00
Commercial	\$289.55	\$379.10	\$558.20	\$737.30	\$916.40	\$1095.50	\$1991.00

Bearing in mind that the FESL is supposed to be a fairer system by spreading the cost of emergency services across all landowners, not just those landowners who insure their properties. Introduction of the FESL is, on average, supposed to result in a saving.

Whilst the FESL is a NSW Government levy, the inclusion of the FESL on Council's rates notice is expected to generate numerous enquiries. A representative of NSW Treasury visited Council's office on 5 May 2017 for the purposes of providing training to Council's customer service officers.

Integrated Planning and Reporting Reference

E6.1.1 - Meet all governance and regulatory requirements in the conduct of Council's operations.
E6.1.1.b - Ensure all legislative requirements are regularly checked for compliance.

Legislative Policy & Planning Implications

The *Fire and Emergency Services Levy Bill (NSW) 2017* was passed by the NSW Parliament on 29 March 2017 and will come into effect on 1 July 2017.

Budget & Financial Aspects

The NSW Government will reimburse councils the costs of collecting the FESL. An initial payment was received prior to Christmas for the work required to be undertaken upfront by councils in categorising all land for the purposes of the FESL.

Attachments

Nil.

Recommendation: That the information regarding the implementation of the Fire and Emergency Services Levy from 1 July 2017 be noted.

109/17 RESOLVED on the motion of Crs Day and Verdon that the information regarding the implementation of the Fire and Emergency Services Levy from 1 July 2017 be noted.
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16. INITIAL LOCAL GOVERNMENT PERFORMANCE AUDITS

(GM/A65-020)

Executive Summary

Recent amendments to the Local Government Act have made the Auditor-General of NSW the Auditor of local councils in NSW. In addition to auditing councils' financial statements, the new mandate provides for the conduct of 'performance audits'.

Report

Correspondence has been received from the Auditor-General regarding the conduct of performance audits. The Auditor-General has requested that the correspondence be tabled at a Council meeting. A copy of the correspondence is attached.

Performance audits are designed to assess whether selected activities are carried out efficiently, effectively and economically. It is noted from the attached correspondence that in this first year the Auditor-General will focus on the local government sector as a whole rather than on individually selected councils.

Three performance audits will be conducted in 2017/18 focusing on the following areas:

1. Councils' own reporting to its communities on service delivery. This will include a desk top review of reporting in council annual reports and a sample of councils will be selected to profile in more detail.
2. Fraud controls in place across councils.
3. Current shared service arrangements.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Section 422 of the Local Government Act states that the Auditor-General is to be the auditor for a council.

Section 421B of the Act provides that:

- 1) *"The Auditor-General may, when the Auditor-General considers it appropriate to do so, conduct an audit of all or any particular activities of 1 or more councils to determine whether the councils are carrying out those activities effectively and doing so economically and efficiently and in compliance with all relevant laws.*
- 2) *A performance audit is separate from, and does not affect, any other audit required by or under this or any other Act.*
- 3) *The Auditor-General is to report to the Departmental Chief Executive, the councils concerned and the Minister as to the following:*
 - a) *the result of a performance audit,*
 - b) *any other matters that the Auditor-General considers call for special notice."*

Budget & Financial Aspects

With an increase in Crowe Horwath fees and the introduction of the NSW Audit-General's fee, the combined increase in audit fees for 2016/17 is 41% compared to the 2015-16 Audit Fees. The total fee for the 2016-17 audit will be \$26,730.

Attachments

1. Letter from Auditor-General dated 27 April 2017.

Recommendation: That the information be noted.

110/17 RESOLVED on the motion of Crs Verdon and Marston that the information be noted.

17. COUNCIL IMPROVEMENT ACTION PLAN – PROGRESS REPORT

(GM/I06-005)

Executive Summary

Council adopted a Council Improvement Action Plan (CIAP) as part of its submission to the Fit For the Future process.

Report

The CIAP was tabled at the Council meeting held on 19 September 2016, i.e. the first meeting of the newly elected Council.

At that meeting Council resolved to endorse the strategic actions embodied in the report as key performance requirements for the Council.

A progress report on the implementation of the CIAP is set out below.

PROPOSED ACTION	IMPLEMENTATION TIMELINE	CURRENT STATUS
Streamlined Governance		
Reduce the number of councillors from 9 to 6 with ward retention.	2020 ordinary election.	No action to date. The number of councillors cannot be varied without a referendum which will have to be conducted in conjunction with the next ordinary council election due in 2020.
No reduction in Council Meetings.	Not applicable.	Not applicable.
Increase delegations to GM via creation of new policies.	2016	Council, at its meeting held on 6 February 2017 endorsed a proposal for the review of all Council policies. The review is progressing and is ongoing. Policies reviewed since 6 February include: <ul style="list-style-type: none"> – Policy 1.0 Policies – Procedure for Consideration & Adoption; – Policy 1.4 Code of Conduct; – Policy 2.10 Authority to Undertake Enforcement Actions; A new policy 1.20 Related Party Transactions has also been developed. Several other policies that required minor amendments without changing the intent of the policy have also been revised by the General Manager in accordance with the Council resolution of 6 February 2017.
Reduce the number of Directors from 3 to 2.	2014	Completed.

Streamlined Planning Regulation & Reporting		
<p>Propose that the following functions to be carried out by REROC/Joint Organisation(JO):</p> <ul style="list-style-type: none"> – Community Strategic Plans; – SOE reports; – Land use plans; – Regional transport plans; – Common governance; requirements; – Regional contracts; – Internal audit; – Regional economic development; – Contaminated land, asbestos, waste; management, climate change; – Strategic water issues. 	<p>Reliant on the timing for the establishment of JO's which will require legislation to be introduced into the NSW Parliament.</p>	<p>Legislation to establish JO's has been delayed several times and is yet to be introduced into the NSW Parliament.</p>
Service Reviews		
<p>Waste Management – sub-regional contract</p>	<p>2016/17</p>	<p>Tenders for a sub-regional waste management contract involving Wagga Wagga City Council were invited on 1 April 2017.</p> <p>A report regarding the assessment of any tenders received will be tabled at a future meeting of Council.</p>
<p>Asset management review</p>	<p>2018/19</p>	<p>Ongoing.</p> <p>Updated Asset Management Plans were adopted by Council at its meeting held on 6 February 2017.</p>
<p>S94A Contributions Plan</p>	<p>2015/16</p>	<p>Completed.</p>
<p>External contracting with neighbouring Councils to at least \$350K pa.</p>	<p>Ongoing</p>	<p>Negotiations with Wagga Wagga City Council have not been able to be progressed at this stage.</p>
<p>Aged accommodation review</p>	<p>2017/18</p>	<p>No action to date.</p>
<p>OOSH Needs Analysis</p>	<p>2015/16</p>	<p>Completed.</p>
<p>Solar power use review</p>	<p>2017/18</p>	<p>In progress.</p>
<p>Shire Roads Classification Review</p>	<p>2018/19</p>	<p>No action to date.</p>
<p>Swimming pool operational review.</p>	<p>2016/17</p>	<p>In progress.</p> <p>A grant application has been submitted under the Building Better Regions Fund.</p> <p>The swimming pool refurbishments are also subject to Council's application for a Special Rate Variation.</p>

Additional Options Identified By Council		
Special Rate Variation to increase Own Source Revenue by 4.6% per annum cumulative for the next 10 years	2016/17	Council's application for a Special Rate Variation was submitted to IPART by the closing date of 13 February 2017. IPART announced its decision on 9 May 2017 (refer to separate report to Council – Agenda item 14).

Integrated Planning and Reporting Reference

E4.2.1 - Advocate and prepare for the long-term sustainability of our Shire.

E4.2.1a - Continue to develop sound financial management policies and practices that help ensure Council's long term financial sustainability.

Legislative Policy & Planning Implications

With respect to Council's proposal to reduce the number of councillors from 9 to 6, Section 224 of the Local Government Act provides as follows:

- "(1) A council must have at least 5 and not more than 15 councillors (one of whom is the mayor).*
(2) Not less than 12 months before the next ordinary election, the council must determine the number, in accordance with subsection (1), of its councillors for the following term of office.
(3) If the council proposes to change the number of councillors, it must, before determining the number, obtain approval for the change at a constitutional referendum."

Budget & Financial Aspects

The abovementioned Improvement Actions are designed to result in efficiencies and, where possible, these have been quantified in the CIAP.

Attachments

Nil.

Recommendation: That the information be noted.

111/17 RESOLVED on the motion of Crs Walker and Sharp that the information be noted.
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18. INNOVATION FUND GRANT APPLICATIONS

(DEES/G10-005)

Executive Summary

The Innovation Fund is a grants program established under the NSW Government's Fit for the Future reform and targets small councils (<10,000 people) in regional NSW. One-off grants will be provided to help councils develop new ideas or innovative ways of working and improve their performance to benefit their local communities.

Report

The Innovation Fund is a grants program established under the NSW Government's Fit for the Future reform and targets small councils (<10,000 people) in regional NSW. One-off grants will be provided to help councils develop new ideas or innovative ways of working and improve their performance to benefit their local communities. Projects that can easily be replicated by other councils or provide learnings will be prioritised.

One-off grants up to \$150,000 for individual projects as well as up to \$400,000 for projects involving more than one Council (one of which must have population less 10,000) are available.

Staff have identified areas where business processes using new technology can assist in delivery of services, namely:

- Records management
- Risk/WHS/HR systems
- Biz Module for Council accounting software
- GPS tracking of equipment and electronic on site systems including asset inspections.

Currently the above listed Council systems are all paper based with significant time and resources used to record and manage information manually. The Local Government industry is transforming and Lockhart Shire Council is at risk of being left behind even further unless it implements electronic and best practice systems into its operations.

Narrandera Shire Council has indicated its desire to submit a joint application for Biz Module for Council accounting software. Similarly, Greater Hume Shire Council has done the same for GPS tracking of equipment.

Furthermore Lockhart Shire has an opportunity to join with Coolamon, Junee and Temora Shire Councils in submitting a joint application for the implementation of an internal audit program.

Recent amendments to the Local Government Act will make it mandatory for councils to have an Internal Audit and Risk Committee.

Another area of high importance for all councils is asset management and determining useful life of assets. Road seals are a large proportion of cost in road maintenance and renewals and determining optimum useful life is significant in asset management planning as well as financially through depreciation cost. Narrandera Shire Council is looking at submitting an application to undertake 'Scientifically Evaluation of Seal Useful Life'. The results of this study would be very beneficial to Lockhart Shire Council.

Applications close 9 June 2017 and require Council resolution supporting the funding submissions.

Integrated Planning and Reporting Reference

E4 – Strong and effective leadership.

Legislative Policy & Planning Implications

Nil.

Budget and Financial Aspects

- Estimated cost for each are:
 - (i) Records management - \$75,000
 - (ii) Risk/WHS/HR systems – \$30,000
 - (iii) Biz Module for accounting software - \$20,000
 - (iv) GPS tracking and electronic on site systems – \$115,000
 - (v) Scientifically Evaluation of Seal Useful Life - \$3,000 (council's contribution).
- Projects are required to have 30% funding from Councils which can be cash or in-kind.

Attachments

1. Innovation Fund Guidelines (Round 2).

Recommendation: That Council supports and endorses the following Innovation Fund (Round 2) grant applications:

- a) Electronic records management system;
- b) Risk/WHS/HR systems;
- c) Joint Application with Narrandera Shire Council for Biz Module for accounting;
- d) Joint application with Greater Hume Shire Council for GPS tracking and electronic on site systems;
- e) Joint application with Narrandera Shire Council for Scientifically Evaluation of Seal Useful Life; and
- f) Joint application with Coolamon, Junee and Temora Councils for the implementation of an internal audit program.

- 112/17 RESOLVED** on the motion of Crs Verdon and Driscoll that Council supports and endorses the following Innovation Fund (Round 2) grant applications:
- a) Electronic records management system;
 - b) Risk/WHS/HR systems;
 - c) Joint Application with Narrandera Shire Council for Biz Module for accounting;
 - d) Joint application with Greater Hume Shire Council for GPS tracking and electronic on site systems;
 - e) Joint application with Narrandera Shire Council for Scientifically Evaluation of Seal Useful Life; and
 - f) Joint application with Coolamon, Junee and Temora Councils for the implementation of an internal audit program.

19. FEES PAYABLE TO THE MAYOR AND COUNCILLORS

(GM/C85-035)

Executive Summary

The Local Government Remuneration Tribunal (LGRT) issued an Annual Report and Determination on 12 April 2017. Fees payable to the Mayor and Councillors are required to be within the range set by the LGRT.

Report

Policy 1.1 Payment of Expenses and Provision of Facilities to the Mayor and Councillors provides that the Council shall, prior to 30 June each year, set by resolution the annual fees to be paid, monthly in arrears, to a Councillor for the following year commencing 1 July, provided that such fee shall be within the range for the Council determined annually by the LGRT.

The Policy further provides that the Deputy Mayor shall be paid a daily pro-rata fee equivalent to the daily Mayoral fee for the periods of time when the Mayor advises that he/she is prevented by absence, illness or otherwise from acting in, or when the Mayor requests the Deputy to act in, the office of the Mayor. The amount of the fee so paid to the Deputy Mayor shall be deducted from the Mayor's annual fee.

The LGRT is required to report to the Minister for Local Government by 1 May each year as to its determination of categories and the maximum and minimum amounts of fees to be paid to mayors and councillors.

The LGRT has reviewed the existing categories of general purpose councils based on a range of statistical and demographic data and has determined the categories as follows:

<u>Metropolitan</u>	<u>Non-metropolitan</u>
Principal CBD	Regional City
Major CBD	Regional Strategic Area
Metropolitan Large	Regional Rural
Metropolitan Medium	Rural
Metropolitan Small.	

Lockhart Shire Council has been categorised by the LGRT as "Non-metropolitan – Rural". This category comprises councils with a population of less than 20,000.

The LGRT is required to have regard to the Government's wages policy when determining the increase to apply to the maximum and minimum fees payable to mayors and councillors. The public sector wages policy currently provides for a cap on increases of 2.5%.

After reviewing the key economic indicators the LGRT has determined that the full 2.5% increase is warranted and the maximum and minimum amounts have been increased by 2.5% accordingly. The new maximum and minimum amounts payable to the mayors and councillors of “Non-metropolitan – Rural” councils, including Lockhart Shire Council, from 1 July 2017 are as follows;

Annual Fee - Councillor		Annual Fee - Mayor	
Minimum	Maximum	Minimum	Maximum
\$8,750	\$11,570	\$9,310	\$25,250

The fees currently being paid for the period 1 July 2016 to 30 June 2017 were determined by Council at its meeting held on 18 July 2016. The fees are \$8,746 per annum for Councillors and \$24,030 per annum for the Mayor after the Council resolved at that meeting that the fees for the 2016/17 financial year remain the same as for the 2015/16 financial year.

Integrated Planning and Reporting Reference

E6.1 – Provision of excellent leadership and governance within Council.

E6.1.1 – Meet all governance and regulatory requirements in the conduct of Council’s operations.

E6.1.1.b – Ensure all regulatory requirements are regularly checked for compliance.

Legislative Policy & Planning Implications

Sections 248 and 249 of the Local Government Act provide that a council may fix the annual fee payable to the mayor and councillors and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the LGRT.

If a council does not fix the annual fee it must pay the appropriate minimum fee determined by the LGRT.

Pursuant to section 448 (k) of the Local Government Act Councillors are not required to disclose an interest relating to the payment of fees to councillors (including the mayor and deputy mayor).

Budget & Financial Aspects

The fees payable to the Mayor and Councillors for the period 1 July 2017 to 30 June 2018 as resolved by Council will be incorporated into the 2017/18 Draft Operational Plan Budget.

Attachments

Nil

Recommendation: That Council determine the annual fees payable to the Mayor and Councillors for the period 1 July 2017 to 30 June 2018.

MOVED on the motion of Crs Douglas and Rockliff that annual fees payable to Councillors for the period 1 July 2017 to 30 June 2018 be paid at the minimum rate for a ‘Non-metropolitan – Rural’ Council.

AMENDMENT moved by Crs Verdon and Day that Council adopts a midpoint between the minimum and maximum allowable fee for Councillors of a ‘Non-metropolitan – Rural’ Council for the period 1 July 2017 to 30 June 2018.

The AMENDMENT was carried and became the motion.

113/17 RESOLVED on the motion of Crs Verdon and Day that Council adopts a midpoint between the minimum and maximum allowable fee for Councillors of a ‘Non-metropolitan – Rural’ Council for the period 1 July 2017 to 30 June 2018.

Cr Douglas requested that his opposition to the resolution be recorded.

The Mayor, Cr Schirmer vacated the Chambers for the duration of discussion on the following resolution.

The Deputy Mayor, Cr Verdon assumed the Chair for the duration of discussion on the following resolution.

114/17 RESOLVED on the motion of Crs Rockliff and Driscoll that fees for the Mayor for the period 1 July 2017 to 30 June 2018 be set at the maximum rate allowable for a 'Non-metropolitan - Rural Council.

The Mayor, Cr Schirmer resumed the Chair at this juncture.

20. COUNCILLOR PROFESSIONAL DEVELOPMENT

(GM/C85-010)

Executive Summary

Council's will be required to develop an ongoing professional development program for the Mayor and each councillor and publish details of the program's content and degree of participation by councillors in its annual report.

Report

Section 232 of the Local Government Act outlines the role of a councillor. Recent amendments to the Act have had the effect of expanding this section so that the role of a councillor now also includes the following:

"...to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor."

The amendments to the Act also provide for regulations to be made for induction and other professional development for mayors and councillors. The Office of Local Government advised in December 2016 that work on these regulations has commenced. There has been some speculation that the regulations will make professional development for mayors and councillors mandatory however this is still unclear and won't be known until details of the regulations are released.

Whether mandatory or not it appears that, as a minimum, councils will be required to develop an ongoing professional development program for the Mayor and each councillor and publish details of the program's content and degree of participation by councillors in its annual report.

Since the ordinary election held in September 2016 several professional development opportunities have been provided to councillors. These included:

- REROC - Councillor Professional Development Workshop One (5 participants);
- Statewide Mutual and AICD – Integrity Management in Local Government (3 participants);
- LGNSW (hosted by Albury City Council) – Local Government Excellence (1 participant).

REROC proposes to provide further professional development workshops in the future. Whilst other opportunities will also arise from time to time, there are also a number of courses and workshops that are available on a regular and ongoing basis, particularly from Council's peak representative body LGNSW. These range from one day workshops on individual topics to more intensive courses run over several days.

A list of courses provided by LGNSW is attached and Councillors are encouraged to express an interest in any professional development they would like to undertake. This will assist in the development of a Professional Development Program for councillors for 2017/18.

Integrated Planning and Reporting Reference

E3.1.2 – Ensure Council staff and Councillors participate regularly in professional development to support high quality customer services and professional skills.

E3.1.2.a – Ensure attendance at training sessions by Councillors as required by the Division of Local Government following each ordinary election.

Legislative Policy & Planning Implications

Section 232 of the Local Government Act states that the role of a councillor is as follows:

- a) *“to be an active and contributing member of the governing body,*
- b) *to make considered and well informed decisions as a member of the governing body,*
- c) *to participate in the development of the integrated planning and reporting framework,*
- d) *to represent the collective interests of residents, ratepayers and the local community,*
- e) *to facilitate communication between the local community and the governing body,*
- f) *to uphold and represent accurately the policies and decisions of the governing body,*
- g) *to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.”*

Budget & Financial Aspects

The Draft 2017/18 Operational Plan Budget proposes an increase in the allocation for councillor training expenses from \$5,000 in 2016/17 to \$8,000 in 2017/18.

Attachments

1. LGNSW Learning Solutions for Councillors.

Recommendation: That Councillors nominate any professional development they would like to undertake to assist in the development of a Professional Development Program for Councillors for 2017/18.

115/17 RESOLVED on the motion of Crs Sharp and Driscoll that Councillors nominate any professional development they would like to undertake to assist in the development of a Professional Development Program for Councillors for 2017/18.

21. SUMMARY OF CUSTOMER REQUESTS REPORT

(DEES/C98-005)

Executive Summary

Summary of customer requests received by Council.

Report

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

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

Customer Requests for the January to March 2017 Quarter have trended down slightly.

Integrated Planning and Reporting Reference

E2 – Accessible and responsive service delivery.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Included in annual operational budget.

Attachments

1. Summary of Customer Requests Report as at 31 March 2017.

Recommendation: For Council's information.

116/17 RESOLVED on the motion of Crs Day and Driscoll that the information be noted.
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Questions and Statements

Cr Walker

Nil.

Cr Sharp

- (i) **Additional Money Set Aside for ANZAC Day 2018 for 100 Years since End of WW1** – Enquired if funds to be allocated to Pleasant Hills could be carried over until November 2018 to be put towards the organisation of an Armistice Day Centenary Ball?

Response – Director Corporate and Community Services

DCCS advised that this should not be an issue.

- (ii) **Statement - Cr Sharp advised he is getting quite a lot of positive feedback on Council's Monthly Newsletter.**

Cr Douglas

- (i) **Yerong Creek Mangoplah Road** – Enquired if there are any plans to widen this road?

Response – Director Engineering and Environmental Services

DEES advised that this work is already on the future capital works programme to commence once The Rock Mangoplah Road widening is completed in the next couple of years.

Cr Rockliff

Nil.

Cr Marston

- (i) **Missing Road Signs – Rods Road, The Rock** – Advised the Rods Road signs on the Olympic Highway are missing and the No Through Road sign has been knocked down.

Response – Director Engineering and Environmental Services

DEES advised he will investigate and take appropriate action.

Cr Driscoll

- (i) **The Rock Recreation Ground Toilets**– Enquired as to whether mops, toilet brushes and soap dispensers can be provided at The Rock Recreation Ground toilets as a request has come from campers?

Response – Director Corporate and Community Services

DCCS advised he will investigate and advise.

- (ii) **Lockhart Caravan Park** – Enquired if it would be possible for Lockhart Caravan Park to have a mix of powered and free sites to encourage more visitors to the town?

Response – Director Engineering and Environmental Services

DEES advised that free camping is already available at the Lockhart Showgrounds and would be better to leave Lockhart Caravan Park for customers who are happy to pay for the privilege of being able to utilise the additional facilities provided at the Caravan Park.

Cr Day

Nil.

Cr Verdon

- (i) **Free Camping Site at The Rock** – Advised that 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?

Response – Director Engineering and Environmental Services

DEES advised he will install appropriate signage following the current review of all caravan park/camping sites in the Shire.

- (ii) **New Councillor Profiles in the Shire Newsletter**– Enquired if written profiles of the new Councillors could be included in the Council Newsletter to introduce them to the residents of the Shire? Offer also extended to GM and Directors.

Response – General Manager

GM advised that this is a good idea and he will instigate shortly.

Cr Schirmer

Nil.

24. CARAVAN PARK MANAGEMENT CONTRACT

(DEES/LD25-112)

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.

- | | |
|---------------|---|
| 120/17 | RESOLVED on the motion of Crs Douglas and Walker that Council:
a) Engages John and Naomi Fox as manager of Lockhart Caravan Park from 1 July 2017 to 30 June 2018 with option of two (2) 12 month extensions on mutual agreement, and
b) Authorises the General Manager and Director Engineering and Environmental Services to execute the Contract. |
|---------------|---|

The General Manager declared a non-pecuniary interest in the following item and vacated the Chambers for its duration.

25. PERFORMANCE AGREEMENT – GENERAL MANAGER

(GM/V1)

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:

- (a) Personnel matters concerning particular individuals (other than Councillors).

- | | |
|---------------|---|
| 121/17 | RESOLVED on the motion of Crs Douglas and Rockliff that the General Manager's Performance Agreement, as distributed, be endorsed by Council. |
|---------------|---|

The meeting concluded at 7.22pm.

The minutes of the meeting held on Monday, 15 May 2017 were confirmed as a true and accurate record at the Ordinary Council Meeting held on 19 June 2017 at which time the signature was hereunto subscribed.

CHAIRMAN

CHAIRPERSON