



BUSINESS PAPER

**of the
Ordinary Meeting
Held
20 November 2017**

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

The Prayer

We humbly beseech Thee to vouchsafe Thy blessings on this Council.
Direct and prosper our deliberations to the glory and welfare
of the people of this Shire and throughout our country.
Amen

The Council's Guiding Principles

The following general principles apply to the exercise of functions by councils:

- Councils should provide strong and effective representation, leadership, planning and decision-making
- Councils should carry out functions in a way that provides the best possible value for residents and ratepayers
- Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community
- Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements
- Councils should work cooperatively with other councils and the State Government to achieve desired outcomes for the local community
- Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way
- Councils should work with others to secure appropriate services for local community needs
- Councils should act fairly, ethically and without bias in the interests of the local community
- Councils should be responsible employers and provide a consultative and supportive working environment for staff.

The following general principles apply to decision-making by councils (subject to any other applicable law):

- Councils should recognise diverse local community needs and interests
- Councils should consider social justice principles
- Councils should consider the long term and cumulative effects of actions on future generations
- Councils should consider the principles of ecologically sustainable development
- Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

(Section 8A Local Government Act, 1993)

File Ref: PV:LA:C70-005

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15 November 2017

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

Dear Councillors

Please Note:

Representatives of the NSW Audit Office and Crowe Horwath (contractors to the Audit Office) will be in attendance at 5.00pm to present the Auditors Report in relation to the 2016/17 Financial Statements (refer Agenda Item 17).

I wish to advise that the Ordinary Monthly Meeting of Lockhart Shire Council will be held at the Council Chambers, Green Street, Lockhart on **Monday, 20 November 2017** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

Yours faithfully



Peter Veneris
GENERAL MANAGER

Order of Business

Opening with a Prayer	
Apologies	
Nil.....	
Leave of Absence	
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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.

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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.

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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:

- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of the person who supplied it.

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Mayoral Minute

Nil.

Mayoral Report

Nil.

Urgent Matters

Nil.

Notice of Motion

Nil.

Committee Reports

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

MINUTES OF THE TOURISM/ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING OF LOCKHART SHIRE COUNCIL HELD AT LOCKHART COUNCIL CHAMBERS ON TUESDAY, 7 NOVEMBER 2017 COMMENCING AT 6.35PM.

PRESENT

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

APOLOGIES

Ms Sandra Johnstone, Mrs Susan Creek, Councillor Gail Driscoll.

LEAVE OF ABSENCE

Colin Wiese, who has been a valuable member of the TEDSC for a number of years, announced his retirement from the committee as he will be relocating to Wagga Wagga. The TEDSC thanked Colin for his knowledge, diligence and commitment to both the Committee and to Lockhart Shire, noting his presence at the meetings would be greatly missed.

PERCURINARY INTEREST

Nil.

CONFIRMATION OF MINUTES

The minutes of the Meeting held Tuesday, 3 October 2017, as printed and circulated, be taken as read and confirmed on the Motion of M Jenkyn, seconded C Wiese.

1. **Lockhart Shire Business Survey**

There was a very strong response to the 2017 Lockhart Shire Business Survey, with 79 surveys completed. This is a significant increase on the 45 surveys returned last year. The response rate from the agricultural sector was once again very high, with replies received from all areas across the Shire. The information received enabled the analysis of data essential to the economic development and growth of the Shire.

The TEDSC reviewed discussed a number of actions including potential agricultural and team building training; onerous regulations regarding work experience and the need to advocate for more hands-on training; the importance of continuing to work to attract businesses and residents; and, the ongoing promotion of Lockhart Shire and shopping local campaigns.

A report on the Business Survey will be submitted for the November Ordinary Meeting of Council.

Recommendation: That the information be noted.

Notes:

2. Lockhart Shire Business Awards

The TEDO is in the process of organising the 2018 Lockhart Shire Business Awards. Lockhart Rotary advised they are supportive of interchanging the venue between Lockhart and The Rock each year, and The Rock Progress Association have confirmed they will undertake the hosting for the 2018 Awards Presentation evening. The TEDO will be meeting with members of The Rock Progress to confirm timings and planning.

Feedback from the inaugural awards has been reviewed, and improvements will include online voting, online bookings for the awards evening and visual information presentations.

Recommendation: That the information be noted.

Notes:

3. Lockhart Railway Building

The TEDO is continuing to liaise with John Holland regarding the annual fee for change of purpose of the Railway Building from non-profit to commercial use.

Below are the annual costs incurred by Council:

Description	Cost \$
Lease Fee	580
Cleaning	200
Electricity	600
Fire checks	200
Insurance	990
Payroll / Plant	300
R & M	500
Rates	758
Water	200
Total	\$4,328.

Based on current costs, a fee of \$100 per week is needed to cover the annual expenses for maintaining the building.

There are a number of opportunities currently being investigated and the TEDO will update the committee on developments at the next meeting.

Recommendation: That the information be noted.

Notes:

4. Lockhart Visitor Numbers

The TEDO tabled the current figures for the Lockhart Visitor Information Centre, noting that as of 31 October, visitor numbers for 2017 had surpassed those for 2016.

LOCKHART Visitor Information Centre - ANNUAL VISITOR NUMBERS					
Month	2013	2014	2015	2016	2017
January	45	39	201	143	155
February	50	44	96	160	95
March	165	95	211	246	285
April	311	183	241	266	308
May	102	153	212	274	194
June	110	127	176	170	241
July	156	127	181	135	204
August	83	96	113	126	123
September	194	101	294	366	318
October	627	967	729	576	955
November	162	123	122	226	
December	85	73	127	134	
Total	2099	2128	2703	2822	2878

Recommendation: That the information be noted.

Notes:

5. Current TEDO Projects

Destination NSW/Destination Riverina Murray	The TEDO has attended a number of stakeholder meetings hosted by both Destination NSW and Destination Riverina Murray in the past two weeks regarding the new regional Destination Management Plan and funding opportunities.
Thrive Riverina (formerly Riverina Regional Tourism)	AGM to be held in Lockhart Shire. 30 stakeholders from across the Riverina expected to attend. Hosting has been confirmed in Greens Gonyah Museum
Greg Grainger – Travel Oz	The Travel Oz segment is due to air shortly. The TEDO will advise dates as soon as available.
Regional Development Australia – Country Change	Successful filming of new resident and streetscapes. Footage will be used to promote Lockhart Shire as a great place to live. The TEDO is working with RDA to update details on the Shire’s economic profile.
Regional Economic Development Strategies	TEDO is working with the GM on the Regional Economic Development Strategies with Wagga, Coolamon and Junee Council. Ongoing project.
South Western Wireless Communications (SWWC)	Grant is due to open at the end of 2017. Information obtained from the Business Survey will be used to support funding requests.
The Rock Outdoor Gym	The TEDO has submitted the grant application with Stronger Communities Programme for the outdoor fitness stations for installation along the new walking track to The Rock Hill. Awaiting grant outcome.
Lockhart Water Tower	The TEDO has made an application for grant funding through the Community Arts Support Program (CASP). Awaiting grant outcome.

Lockhart Verandah Project	Alan Gundrill, Manager of Environmental Services, was successful in the EOI for funding for restoration works on the Lockhart Verandahs. A full grant application is being worked on.
Walk of Fame	TEDO working on content for the Walk of Fame boards and liaising to contact nearest relatives
Drovers Way Touring Route	The project is slowly progressing, some LGAs still working on stories.
Town Visitor Information Boards	Project with signmaker. On completion of The Rock frame, Lockhart Rotary to produce matching frame. The TEDO has designed first draft for an information board at The Rock Recreation Ground, which is being funded by The Rock Progress Association.
Lockhart Progress Association	Possible outdoor movie screening at Galore Hill – Man From Snowy River. Progress to advise re timing and TEDO will assist.
The Rock Progress	The Progress Association are looking for funding for the Faerie Tree project. Working on astronomy project. B&S Ball for 2017. A separate committee are working on a Rodeo in December. Sponsoring information sign.
SOL	A very successful weekend. Rain hampered Sundays attendance but was still a very good weekend with great feedback.
Lockhart Museum	Waiting for grant funding announcements, are proceeding with improvements to Billabong Motors in the meantime.
The Rock Museum	The sound system project is underway, the artist having met with a number of residents and community groups. The TEDO has heard a quick clip and it is very well done.
The Rock Hill	Works by NPWS are ongoing. Further interpretative signage is in process. Moama NPWS has been very progressive.
Go Local in Lockhart Shire	TEDO is working on other possible ideas to assist businesses connect to the community.
Promotional flags – main street shopping areas	Flags for the main street featuring the words Welcome to Lockhart have been received and are due to be installed shortly.
The Spirit of Christmas	The TEDO is working with local community groups on a revised Spirit of Christmas which will feature an outdoor Christmas movie at Brookong Lagoon, starting with a BBQ commencing at 6pm, Santa arrival at 6:30pm and movie viewing at 7:15pm.
Lockhart Shire Tourism Logo	Temporarily on hold due to other projects.

The February TEDSC meeting will be held at Pleasant Hills Community Hall on Tuesday, 6 February 2018 at 6.00pm.

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

Notes:

Delegates' Reports

DELEGATES REPORT FOR RIVERINA WATER COUNTY COUNCIL (RWCC) - NOVEMBER 2017

1. Councillors Verdon and Funnell re-elected as Chair and Deputy Chair unopposed.
2. Financial Statements for 2016/17 were received, along with address from the Auditor who was very complimentary of Council's Finances.
3. Minutes of Audit & Risk Committee received and noted.
4. Quarterly Budget Review presented.
5. Council agreed to waive charges of \$53,000 for Australian Clay Target Association.
6. Works Reports for August and September were received and noted.
7. Water Treatment Plant is making good progress with Coffey Dam almost completed; anticipate plant will begin in time for summer consumption. Full completion time pushed out to next year.
8. The Board appointed Mr Andrew Crakenthorp as General Manager to replace Graeme Haley who retires in January 2018.
9. A number of Policy reviews were completed and adopted.

Cr Greg Verdon
Delegate

DELEGATES REPORT FOR RIVERINA REGIONAL LIBRARY ADVISORY COMMITTEE – NOVEMBER 2017

I attended the RRL Advisory Committee Meeting along with General Manager Peter Veneris on 8 November 2017 at Wagga Wagga City Council.

Key Items of interest were:

1. Councillors Dallas Tout and Pam Halliburton elected Chair and Deputy Chair unopposed.
2. Annual Financials presented which showed a small surplus of \$4,522.
3. Annual Report distributed to all Councils.
4. All outstanding building works including new air-conditioning completed.
5. New State Librarian appointed, Dr John Vallance.
6. Government Budget has approved subsidy of \$1.85 per capita. Rural and Regional Councils receive an additional \$4.355.
7. The Mobile Library is the 5th busiest library behind Wagga, Cootamundra, Tumut and Bland. Lockhart had 5,892 loans - one of the highest.
8. RRL administration centre received an overall satisfaction rating of 97% in 2016 survey. New survey next year.
9. There will be a standardisation of Loan Limits across RRL.

Greg Verdon
Council Delegate

Recommendation: That the delegates reports be received.

Notes:

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 16 October 2017			
267/17	GM/ DEES	Closed Agenda – Tender – Spray Sealing a) Downer EDI Works Pty Ltd to be awarded spray sealing contract for 2017/18; and b) General Manager and Director Engineering & Environmental Services authorised to execute Purchase Order and Contract.	GHSC advised of Council's decision. Awaiting formal conformation from GHSC.
266/17	DEES	Closed Agenda – Tender – Waste Contract a) Contract for 'Domestic Garbage, Recyclables & Organics Collection & Transport Service' to be awarded to Cleanaway, adjusted for two bin collection service for an interim 6-month period as required; Contract to be 7 years – 2 April 2018 to 2 April 2025, renewable annually thereafter by mutual consent for up to three by one-year agreements; and b) General Manager and Director of Engineering & Environmental Services authorised to sign Contract and Purchase Orders; and c) Council to make application for grant funding to supply FOGO bins and kitchen caddy's; and d) Undertake resident education program on 3-bin system and FOGO collection; and e) Staff authorised to enter into negotiations with Kurrajong Waratah to continue with Recyclables processing on behalf of Lockhart Shire Council.	(a) & (b) Letter issued to Cleanaway. Contracts prepared. (c) & (d) Council engaging consultant to assist with grant application (e) Council met with Kurrajong Waratah. Negotiations progressing well, waiting on CDS information before can finalise agreement.
263/17	GM	Policy 1.10 Investment Policy Amended Policy 1.10 Investment Policy to be adopted as presented.	Policy Register updated. Complete.
261/17	GM	2017 Annual Union Picnic Day Annual Union Picnic Day to be held on Fri, 3 November 2017.	Union Picnic Day held on 3 November 2017 as scheduled. Council's office remained open to the public. Complete.
260/17	DCCS	Audited Financial Statements – 2016/17 a) Council certify that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements as prepared, are in accordance with the attached certificates and that the certificates by completed by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer; and b) The funds as listed in the attached schedule be reported as internally restricted in Council's accounts as at 30 June 2017.	Completed. Refer item 17, report to Council.
258/17	MES	Fees for Microchipping Council endorse the proposed new fee for microchipping for public exhibition and consider any submissions received before formal adoption of the fee.	Completed. Refer item 15 report to Council.
257/17	MES	Variation to Building Line Setbacks, DA18/18 Through determination of a Development Application for the works, permit a variation to the Lockhart DCP for reduced building line setback for a carport at 25 Brookong St, Lockhart.	DA approved and issued. Complete.

255/17	DEES	<p>Replacement of Culverts across Brookong Creek, Green St, Lockhart Endorse proposed new culvert upgrade across Brookong Creek on Green St, Lockhart.</p>	<p>No further action until funding is received.</p> <p>Complete.</p>
254/17	DEES	<p>Voluntary Purchase Scheme Update Council:</p> <p>a) Allocates sheds from the third property to be purchased in Lockhart, if agreement with owner is reached, as follows: (i) Pleasant Hills Community Hotel, and (ii) Lockhart Shire Council for the Lockhart Depot; and</p> <p>b) Makes application in next round of OEH Floodplain Management Program to continue with the Voluntary Purchase Scheme in Lockhart of up to two properties per year.</p>	<p>(a) Negotiations with property owner failed. Staff is discussions with next on the list.</p> <p>(b) Next round of grants not likely to be open until 2018.</p> <p>Complete.</p>
253/17	DEES	<p>Grant Applications – Swimming Pools Upgrade Council to make the following grant applications for Lockhart and The Rock swimming pools upgrade:</p> <p>a) NSW Government “Liveable Communities Grants Program Round 3”, up to \$100,000; and</p> <p>b) NSW Government – Department of Industry - Liquor & Gaming – Club Grants Category 3 Fund - Infrastructure Grants Program, up to \$300,000.</p>	<p>(a) Upon attending information session, Council project not eligible for the “Liveable communities grant”.</p> <p>(b) Grant applications opened 1/11/2017 and closes 20/11/2017. Grant has been submitted.</p> <p>Complete.</p>
252/17	DEES	<p>Grant Application – Safe and Secure Water Program Council to submit an Expression of Interest (EOI) application under “Safe and Secure Water Program” fund of up to \$5M for replacement of the sewerage treatment plant at Lockhart.</p>	<p>Council staff currently preparing EOI.</p> <p>EOI has been submitted.</p> <p>Complete.</p>
251/17	GM	<p>Consolidation of Titles at 33-39 Urana St, and 55-59 Hebden St, Lockhart The following documents be executed under Council’s seal:</p> <p>a) Plan of consolidation and associated documentation relating to the consolidation of Lots 1 to 7 Section 1 DP4749, being 33-39 Urana Street, Lockhart, and;</p> <p>b) Plan of consolidation of Lots 1 & 2 Section 8 DP230301, Lot 1 Section 9 DP26186 and Lot 10 DP1067716, being 55-59 Hebden Street, Lockhart.</p>	<p>Documents executed under Council seal and returned to Council’s solicitor for lodgement at the Land Titles Office.</p> <p>New consolidated title has been received.</p> <p>Complete.</p>
246/17	DEES	<p>Renewable Energy Project Lockhart Council:</p> <p>a) Supports the project in principal; and</p> <p>b) Enters into ‘Memorandum of Understanding’ with Better Energy Technology to further investigate the proposal; and</p> <p>c) Assist with grant funding applications with ARENA as well as Federal & NSW Government agencies applicable to the project; and</p> <p>d) Undertakes community consultation in a form and time that is applicable; and</p> <p>e) Further report be brought to Council as new information becomes available.</p>	<p>Flyer for Lockhart community sent out early November, with public information sessions scheduled for 21/11/2017.</p>

245/17	GM	<p>Request to refund/Waive Fees Payable to Council</p> <p>1. Council agree to:</p> <p>a) Refund the Development Application fee paid by The Rock and District's Men's Shed; and</p> <p>b) Waive the Brookong Nook Craft Shop's health inspection fee for 2017/18 year; and</p> <p>c) Refund Development Application and related fees for 2017 Thommos Express Charity Rodeo, provide two skip bins for waste management at the event and advertise the event in Council's Newsletter.</p> <p>2. The cost of the financial assistance outlined above be met from Council's 2017/18 Section 356 Contributions Budget.</p>	<p>Relevant organisations have been advised in writing of Council's decision and fees have been refunded in accordance with council's resolution.</p> <p>The 2017 Thommos Express Charity Rodeo has been advertised in Council's Newsletter.</p> <p>Complete.</p>
238/17	GM	<p>Minutes of the Tourism/Economic Development Steering Committee – The Rock Nature Reserve</p> <p>Letter to be sent to NPWS requesting consideration be given to the continued management of The Rock Hill Nature Reserve by their Moama/Griffith Office.</p>	<p>Correspondence forwarded to NPWS.</p> <p>Complete.</p>
Ordinary Council Meeting held 18 September 2017			
229/17	DEES	<p>Closed Agenda – The Rock Pool Contractor, 2017/18 Season</p> <p>a) The Rock Swimming Pool contract for 2017/18 season to be awarded to Ms Sally Hunter; and</p> <p>b) GM and DEES authorised to execute Contract.</p>	<p>Letter issued to Ms Hunter. Contract to be signed on 24th October. Pool to open 13 November 2017. Contract executed. Complete.</p>
222/17	DEES	<p>Regional Growth Fund</p> <p>Council to:</p> <p>a) Make application under "Stronger Country Communities" fund of up to \$2M for swimming pool upgrades at Lockhart and The Rock; and</p> <p>b) Make application under "Growing Local Economies" fund of up to \$1M for repairs/upgrades to bridges and culverts to allow HML access.</p>	<p>(a) "Stronger Country Communities" application for pools submitted prior to closing date of 18 October 2017.</p> <p>(b) "Growing Local Economies" application to be submitted after pool application submitted.</p>
221/17	DEES	<p>Request for Road Name Change</p> <p>a) Council does not support the road name change</p> <p>b) Add 'Bourke' to list of potential new road and parks names; and</p> <p>c) DEES to write back to applicant informing them of Council's decision</p> <p>DEES will contact LLS regarding reinstatement of signage at Bourkes Reserve.</p>	<p>Letter written to applicant as well as LLS, with no response as yet.</p> <p>LLS has provided new sign for the Reserve. Council to install.</p>
209/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting - Internet Coverage</p> <p>Subject to SWWC proposal for provision of reliable fast speed internet to Lockhart Shire being relevant to the assessment criteria for "Connecting Country Communities: grants program, Council to submit grant application under that program.</p>	<p>Funding round opens late 2017, date to be advised.</p>

Ordinary Council Meeting held 21 August 2017			
198/17	GM	<p>LGNSW 2017 Annual Conference</p> <p>a) Council's voting delegate for voting on policy motions, and for the election of office bearers and LGNSW Board at the 2017 LGNSW Annual Conference be Cr I. Marston, and</p> <p>b) The General Manager also attend the 2017 Annual Conference.</p>	<p>Registration has been completed for conference attendees.</p> <p>LGNSW has been formally advised of Council's voting delegate.</p> <p>Complete.</p>
195/17	MES	<p>Development Application – Consolidation of Lots 33-39 Urana St, Lockhart</p> <p>Council to:</p> <p>a) Grant consent for Council staff to approve the Development Application under delegation; and</p> <p>b) Refund the development application fees paid by the applicant, as prescribed by Policy 2.36 – Refund of Fees to Community Organisations; and</p> <p>c) Agree to cover costs of the consolidation, including payment of solicitor's fees and costs for registration of deposited plans.</p>	<p>Staff have commenced with consolidation works. Letter issued to Historical Society.</p> <p>DA approved and plans gone to solicitor for registration with LPI.</p>
181/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Lockhart Railway Station</p> <p>Addition time to be given to source an alternative use/tenant for the Lockhart Railway Station building.</p>	In progress.
Ordinary Council Meeting held 17 July 2017			
159/17	DCCS	<p>Public Toilet Facilities</p> <p>a) Install paper towel and soap dispensers, and bins where required in Council's public toilets,</p> <p>b) Conduct a review in 12 months' time.</p>	<p>Quotes being sourced from suppliers.</p> <p>Order placed.</p>
Ordinary Council Meeting held 19 June 2017			
129/17	TEDO	<p>Minutes of the Tourism/Economic Development Steering Committee Meeting – Wall of Fame</p> <p>Walk of Fame project to be undertaken.</p>	In progress.
Ordinary Council Meeting held 15 May 2017			
115/17	GM	<p>Councillor Professional Development</p> <p>Councillors to nominate any professional development they would like to undertake to assist in the development of a Professional Development Program for Councillors for 2017/18.</p>	Training and Development opportunities distributed to Councillors as they arise.
108/17	GM	<p>Council's Application for a Special Rate Variation – IPART Determination</p> <p>Council to 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.</p>	<p>Representations being made with the focus on securing funding for the swimming pool refurbishments.</p> <p>Application for funding has been lodged under the Stronger Country Communities Fund.</p>
101/17	DEES	<p>Bridge Assessment Reports</p> <p>a) Council to apply for grant funding in next rounds of Fixing Country Roads (State), and/or Bridges Renewal programme (Federal) and/or Heavy Vehicle Safety and Productivity Programme (Federal); and</p> <p>b) A programme of repair works to upgrade the structures to HML to be put in place, subject to funding applications.</p>	<p>Fixing Country Roads grant applications closed 1/9/2017. Currently assessing applications.</p> <p>Also see report to October meeting on Green Street culvert system.</p> <p>Waiting on outcome of funding application, due to be announced March 2018.</p>

Ordinary Council Meeting held 18 April 2017			
73/17	GM	<p>Acknowledgement of Sagers 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 Sagers Family has made to the community.</p>	<p>Contact has been made with Mr Gordon Sagers, both verbally and in writing.</p> <p>Mr Sagers supports and appreciates Council's initiative. The following wording for the plaque has been agreed with Mr Sagers: -</p> <p><i>"In recognition of the significant contribution made by the Sagers family to the Lockhart District in providing 70 years of continuous dental services to its residents."</i></p> <p>Seat and plaque ordered.</p>
72/17	DEES	<p>Caravan Parks</p> <p>a) Information noted pending a furthermore detailed report</p> <p>b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and</p> <p>c) Expressions of Interest (EOI) be invited for Management of the Lockhart Caravan Park for 1 July 2017 to 30 June 2018 with option of 2 x 12 month extensions on mutual agreement.</p>	<p>More detailed report to be presented at a future Council meeting.</p> <p>Items (b) & (c) are complete. Staff currently compiling information to put together further report.</p>
Ordinary Council Meeting held 20 March 2017			
33/17	TEDO	<p>Minutes of the Tourism/Economic Steering Committee Meeting – Shire Signs Designs for the Shire signs to be investigated.</p>	<p>Dependent on budget. Nil progress</p>
Ordinary Council Meeting held 6 February 2017			
5/17	GM	<p>Coffee Shop Proposal Council to invite Mandy Strong, Liz Lane and Susan Gooden to meet with Mayor and GM to discuss the proposal of a coffee shop in the former Billabong Motors building adjacent to the Green Gunyah Museum.</p>	<p>Meeting held on 1 March 2017. Discussions continuing with Council's Manager Environmental Services regarding regulatory requirements.</p>
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			
241/16	TEDO	<p>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.</p>	<p>In progress</p>

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. No potential tenants have enquired. Promoting venue as a regional meeting site. Very little activity to date.
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.	Draft Lease forwarded to Men’s Shed Committee for consideration.
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. Revised policy adopted by Council. Procedure Manual has been developed. Meetings currently being arranged with Section 355 Committees to present revised Policy and Procedure Manual.
Ordinary Council Meeting held 16 October 2017 – Councillor Questions & Statements			
Councillor’s Questions	DEES	Cr Sharp – Mowing of Nature Strips in Pleasant Hills – Thanked Council staff for mowing of village at short notice last week.	DEES will pass thanks on to staff. Complete.
	DEES	Cr Sharp – Residents Mowing Nature Strips – Enquired if residents could mow nature strips in the Pleasant Hills village area in between Council mows?	DEES advised that this is permissible and would be greatly appreciated. Complete.
	DEES	Cr Douglas – Lockhart Industrial Park – Enquired if trees could be planted on southern side of the Lockhart Industrial Park as a screen?	DEES will investigate and advise.
	DEES	Cr Rockliff – Overhanging Sidewalk Trees – Advised he had received complaints regarding overhanging trees along footpath on northern side of Green St, between O’Connell & Day Sts.	DEES advised he had also received complaints & had inspected the area with one tree needing trimming, and that this will be attended to in due course. Offending tree has been trimmed. Complete.
	DEES	Cr Rockliff – Street Lights – Enquired as to who is responsible for street lights?	DEES advised Council is responsible with Essential Energy undertaking repairs on our behalf. The public can report faults online direct to Essential Energy or can let Council know and it will report. Exact location of pole and pole number is very useful to allow a quick response by Essential Energy. No further action for Council. Complete.
Ordinary Council Meeting held 18 September 2017 – Councillor Questions & Statements			
Council lor’s Questio ns	DEES	Cr Marston – Drainage Wash Outs, Emily St to Semmlers Ln, The Rock – Cr Marston advised of complaints received.	DEES advised he will investigate and take appropriate action. Nil progress to-date.

	DEES	Cr Marston – Follow Up – Condition of Back Lanes in The Rock – Enquired as to progress on work to tidy up some back lanes in The Rock due to recent Riverina Water works.	DEES advised RWCC has issued works order to Council and staff were still waiting for lanes to dry sufficiently for works to be undertaken. Contractor on standby for when conditions suit. Was scheduled for week 9 th October 2017. Works have commenced. Lanes have been left in very poor state and trenches not backfilled correctly.
Ordinary Council Meeting held 21 August 2017 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Douglas – Newly Constructed Culverts over Brookong Creek – Enquired about the soft patch of road on the newly constructed culverts over Brookong Creek.	DEES advised he is aware of issue and explained that staff made a conscious decision to seal the works (with the soft section) to save 90% of the road, as the winter weather would not allow staff to continue working, and to deal with the soft section when warmer weather permits. Council staff currently re-working the soft areas. Areas rectified. Project has been completed. Complete.
	DCCS	Cr Douglas – Long Day Care in Lockhart – Enquired about the current status of the provision of long day care facilities in Lockhart?	DCCS to provide a preliminary report at a future meeting of Council. Arranging meetings with both Lockhart primary schools to gather information. Refer item 27, report to Council.
Ordinary Council Meeting held 17 July 2017 – Councillor Questions & Statements			
Councillor's Questions	MAYOR	Cr Driscoll – Fit For the Future Process – Enquired as to where Council was up to regarding the FFTF process and ensuring we comply with our Action Plan.	The Mayor advised we are working on external contracting and other options regarding expanding the Shire's scale and capacity.
	COUNCILLORS	Cr Schirmer – Councillor Relaxed Visits throughout Shire – Thanked Councillors who attended recent Friday night at the Pleasant Hills Pub and advised the visit was well received by the locals with positive feedback being given.	The next Councillor visit will be at Osborne Football Club training on a Thursday night, followed by a Friday fish & chips night at Yerong Creek.
Ordinary Council Meeting held 19 June 2017 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Sharp – Culvert Cleaning – Enquired if there is a schedule for culvert cleaning throughout the Shire?	DEES advised he is aware of the issue and action is taken when resourcing permits. Staff currently preparing a drainage maintenance schedule.
Ordinary Council Meeting held 15 May 2017 – Councillor Questions & Statements			
Councilor's Questions	DEES	Free Camping Site at The Rock – Advised The Rock free camping site currently has a long-term occupier and enquired as to whether signage could be installed to advise that the site is short-term only?	DEES advised he will install appropriate signage following the current review of all caravan park/camping sites in the Shire.

Ordinary Council Meeting held 18 April 2017 – Councillor Questions & Statements			
Councillors' Questions	DEES	<p>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?</p>	<p>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.</p>
Ordinary Council Meeting held 24 October 2016 – Councillor Questions & Statements			
Councillors' Questions	DEES	<p>Cr Verdon – Council Disaster Management Plan Availability – Also queried if Council Disaster Management Plan was available?</p>	<p>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 October 2017 meeting. 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. Application has been unsuccessful at Federal level, currently being assessed at State level. Council currently undertaking design works for the intersections. Design work complete. Currently investigating services relocations required. Project surveyed and working with Telstra regarding relocation of service. Order given to Telstra. Telstra cables have been relocated. Works to commence shortly on site.</p>

20 November 2017 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
16/10/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #40 – 13 October 2017	S20-007
16/10/17 (e-mailed)	ALGA News Editor	ALGA News 13 October 2017	A75-005
16/10/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
24/10/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #41 – 20 October 2017	S20-007
24/10/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
24/10/17 (e-mailed)	ALGA News Editor	ALGA News 20 October 2017	A75-005
24/10/17 (e-mailed)	Kim Biggs, Kim Biggs Consulting	Lockhart Museum Advisor Annual Report 2017	H15-010
30/10/17 (e-mailed)	ALGA News Editor	ALGA News 27 October 2017	A75-005
30/10/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #42 – 27 October 2017	S20-007
30/10/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
03/11/17 (e-mailed)	Office of Local Government	Updated Issue of the Councillor Handbook 2017	C85-010
06/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #43 – 3 November 2017	S20-007
06/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
06/11/17 (e-mailed)	ALGA News Editor	ALGA News 3 November 2017	A75-005
13/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	LGNSW Weekly #44 – 10 November 2017	S20-007
13/11/17 (e-mailed)	Cr Keith Rhoades, LGNSW	President of LGNSW Weekly Update	S20-007
13/11/17 (e-mailed)	ALGA News Editor	ALGA News 10 November 2017	A75-005

Recommendation: That the information be noted.

Notes:

Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. AUSTRALIA DAY AWARDS 2018

(GM/C15-005)

Executive Summary

The purpose of this report is to outline the arrangements for the 2018 Australia Day celebrations and the Australia Day Awards nomination process.

Report

Australia Day 2018 will be celebrated on Friday 26 January 2018.

The Osborne Recreation Ground Management Committee has agreed to host the event at the Osborne Recreation Ground and Council staff have been liaising with the management Committee regarding planning for the Day's activities.

Nominations are currently being invited for the 2018 Australia Day Awards. A notice has appeared in Council's October Community Newsletter and will appear again in the November edition of the Newsletter. The notice is also on Council's website and has been posted on the Lockhart Community Facebook page as well as being placed in numerous shop windows in the Shire.

Nominations are being invited in the following categories by the closing date of 1 December 2017:

1. Citizen of the Year
2. Young Citizen of the Year
3. Sportsperson of the Year
4. Australia Day Award.

It has been Council's practice to appoint an Australia Day Awards Committee to consider the nominations received and make recommendations to Council. Last year the Awards Committee comprised Councillors Driscoll, Schirmer and Sharp.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

Provision has been made in Council's 2017/18 Operational Plan Budget for the hosting of the 2018 Australia Day celebrations and Awards ceremony.

Attachments

Nil.

Recommendation: That Council:

- a) Endorse the Osborne Recreation Ground Management Committee to host the 2018 Australia Day celebrations; and
- b) Determine the composition of the Australia Day Awards Committee for the 2018 Awards.

Notes:

2. REQUEST TO REFUND/WAIVE FEES PAYABLE TO COUNCIL

(MES/F10-005)

Executive Summary

A request to refund fees payable to Council has been received from Osborne Recreation Ground Management Committee, which is tabled for Council's consideration.

Report

Council has received a request to refund fees to the value of \$940.44 charged to the Osborne Recreation Ground Management Committee. The fees relate to lodgement of a development application for construction of a new interchange bench, coach and media box, and storage shed. The application was approved with conditions, under delegation of the General Manager.

Policy 2.36 – Refund of Fees to Community Organisations - allows certain organisations to apply for refund of development related fees, at the discretion of the General Manager. The types of organisations identified in the Policy include service clubs, Section 355 Committees and community based pre-school kindergartens.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

If Council agrees to the request, the Development Application fees payable will be met from Council's Section 356 Contributions Budget. An amount of \$52,100 has been allocated in the 2017/18 Budget for this purpose.

Attachments

1. Letter from The Osborne Recreation Ground Management Committee dated 7 November 2017.

Recommendation: That:

- a) Council agree to refund the Development Application fee paid by the Osborne Recreation Ground Management Committee; and
- b) The cost of the financial assistance outlined above be met from Council's 2017/18 Section 356 Contributions budget.

Notes:

Attachment 1. – Letter from the Osborne Recreation Ground Management Committee, dated 7 November 2017



Osborne Recreation Ground Committee

(A Committee of Lockhart Shire Council)

7 November 2017

The General Manager
Lockhart Shire Council
P O Box 21
LOCKHART NSW 2656

Dear Sir,

I write to you requesting a refund of the cost of the development application for works to be taken out at the Osborne Recreation Ground later this year, as per your invoice for DA 17/18 . (Copy of Receipt attached)

It is my understanding that we are entitled to **\$940.44** being the total cost of our development application, construction certificate, Long Service levy, and Occupation certificate under Section 355 committees being not for profit organizations.

Looking forward to hearing from you.

Yours faithfully

Michelle Gleeson
SECRETARY
Osborne Recreation Ground Management Committee

STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

3. LOCKHART SHIRE 2017 BUSINESS SURVEY

(GM/T26-020)

Executive Summary

A summary of responses for the Lockhart Shire 2017 Business Survey is outlined below.

Report

The 2017 Lockhart Shire Business Survey better allows Council to understand the state of business in the Shire and the needs of the business community. This year's survey includes expanded questions on quality of and access to telecommunication services.

While gaining access to a comprehensive list of all businesses in the Shire has been problematic due to ongoing restrictions by the Australian Business Register, 547 businesses received the survey, with a moderately even spread of responses received from across Lockhart Shire.

An analysis of the survey results is as follows:

- a) A total of 79 responses were received, a significant increase from 45 replies received in 2016.
- b) 88.6% businesses have been in operation for 10 years or more.
- c) 73% of responses were from agriculture based industries, an increase of 5% on last year.
- d) 68.9% of businesses were home based, compared to 71.4% of responses last year.
- e) Annual turnover ranged mainly between \$50K to 3 Million, as per the last two years.
- f) 85.5% of businesses were optimistic or slightly optimistic about the future of their business compared to 91% in 2015-16 and 72.5% in 2014-15.
- g) 56.9% of businesses were more successful compared to 56% last year and 32% in 2014-15.
- h) 94.9% of businesses sourced goods and services from other local businesses, down on 97.7% in 2015-16 and 96.1% in 2014-15.
- i) The results showed businesses sourced staff from all three locations - within 10kms of their business; within Lockhart Shire; and from further afield.
- j) 55.2% of businesses were confident in their ability to attract and retain staff compared to 63.4% in 2015-16 and 38.2% in 2014-15.
- k) 22 employees were apprentices, trainees, work experience students and studying a higher educating qualification, an increase on 11 in 2015-16 and 4 in 2014-15.
- l) 51.6% of businesses felt their staff did not require further training, up significantly from 38.7% in 2015-16 and similar to the 52.9% in 2014-15.
- m) 51.8% of businesses require annual certificates and licences, up from 41.94% in 2015-16.
- n) 65% felt training in agriculture would be useful, up from 58.8% last year.
- o) 53% of businesses do not advertise, a significant increase from 38.24% last year.
- p) 16.6% of businesses have their own website, down from 29.41% last year.
- q) 12% of businesses advertise in business and community directories, significantly down from 26.4% last year and 24.4% the previous year.
- r) 28.7% of businesses promote on social media, down from 35.29% last year.
- s) Advertising in local newspapers dropped to 13.6% from 26.47% last year
- t) Business use of the internet remained similar to figures last year, however there was a 10% increase in online education and training.
- u) 74% of businesses considered it extremely important to have high speed broadband, up from 65% in 2015-16 and 52.9% in 2014-15.

- v) Only 9% of businesses were very satisfied or extremely satisfied with available internet access, while 32.4% were somewhat satisfied and 28.5% were not at all satisfied.
- w) 80% of businesses use email and internet of their mobile phone for businesses, with several responders indicating they do not use this service as it is not available due to connectivity.
- x) 100% of businesses consider mobile telephone access important to their business.
- y) 24.35% of businesses are very or extremely satisfied with their mobile telephone coverage in Lockhart Shire; 30.7% are somewhat satisfied while 39.7% are not at all satisfied.
- z) 32.3% felt lack of customers/sales were a barrier to business growth, an increase from 26.8% in 2015-16 and 22.4% in 2014-15.
- aa) 66.2% felt rising costs were a barrier, up from 51.2% last year and 61.2% in 2014-15.
- bb) 22.54% felt lack of infrastructure in the shire was a barrier compared to 12% last year.
- cc) 40.3% of businesses felt Council could assist with more people in the region, up from 32.43%.
- dd) 34.3% felt Council could assist with development opportunities, up from 16.2%.
- ee) 19.4% felt Council could assist with the availability of more local suppliers and contractors, up from 10.8%.
- ff) 13.4% felt Council could assist with better understanding of government regulations, down from 21.6% last year.
- gg) 72% of businesses utilised Council's website, up from 64% last year.
- hh) 64% contacted Council about applications and permits, remaining consistent with last year.
- ii) 28% accessed conferences or workshops provided or promoted by Council, down from 44% last year.
- jj) 16% downloaded or read the Operation Plan, up from 8% in 2015-16.
- kk) 35.1% of businesses are members of a local organisation that assists with business, up from 33.1% last year and 27.6% in 2014-15.

Item	Future Action
Internet and Mobile Phone	<ul style="list-style-type: none"> • Investigate opportunities to improve telecommunications infrastructure throughout Lockhart Shire
Population	<ul style="list-style-type: none"> • Continue to raise profile of Shire to attract more businesses and residents • Continue support for projects including Regional Development Australia's revised Country Change Program which promotes opportunities for those moving to the country.
Development	<ul style="list-style-type: none"> • Increased promotion to the Investment Attraction Incentives • Support for projects that progress and enable development
Regional Promotion	<ul style="list-style-type: none"> • Continue to promote Lockhart Shire as open for business; to continue the Go Local Shopping Campaigns

Integrated Planning and Reporting Reference

B3 – Maintain and provide an up-to-date database of local businesses in the Lockhart Shire.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That Council:

- a) Note the outcomes of the business survey;
- b) Make the survey results available online; and
- c) Use the survey outcomes to inform future strategic decision making in Delivery Programs and budget priorities.

Notes:

4. THE ROCK REGIONAL OBSERVATORY PROJECT

GM/E05-020)

Executive Summary

At the March 2017 Council meeting a report was tabled regarding a proposal to establish The Rock Regional Observatory (TRRO). The purpose of this report is to provide a further update in relation to that proposal.

Report

The TRRO project involves the construction of a research and teaching astronomical observatory on the grounds of The Rock showground. The proponents of the Project include The Rock Progress Association in conjunction with other stakeholders namely Dr Graeme White and members of the region's astronomical community. The TRRO includes two research grade telescopes with supporting cameras and computer controls to be supplied by Dr White.

The land identified as a suitable site for the TRRO was described as Reserve 48746 for Racecourse and Showground. Lockhart Shire Council is Trustee of the Reserve. At the March 2017 Council meeting it was noted that Crown land must be used for the declared purpose for which it was reserved, in this case racecourse and showground. However pursuant to section 121A of the Crown Lands Act the Minister may, by order published in the Government Gazette, authorise a reserve to be used for an additional purpose.

At the March 2017 Council meeting it was resolved that Council, as Trustee of the Reserve:

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

Since the above resolution was passed the following progress has been made;

- 1) As a result of representations made to the Crown Lands Office in accordance with b) above, "public recreation" and "community purposes" are now additional purposes for which Reserve 48746 can be used. The additional purposes were notified in the NSW Government Gazette on 30 June 2017.

The opportunity was taken to add "public recreation" as an additional purpose in order to legitimise the use of part of the Reserve for a golf course. Whilst the golf course has existed on the Reserve for many years, it was not consistent with the permitted uses of Racecourse and Showground.

"Community purposes" was added as an additional purposes because, of the Crown Lands Office's available descriptions of permitted uses, this was considered the closest and most consistent to the TRRO project proposal.

- 2) The Rock Progress Association has made application under the NSW Government's Community Building Partnerships (CPB) Grant Program for a grant of \$100,000.

Under the CPB program \$27.9 million is available in 2017 for community infrastructure projects. The total funding is divided in equal allocations of \$300,000 available to each State electorate of NSW. Whilst local councils (including their Section 355 committees) are required to provide matched funding to CBP grants in the form of cash, incorporated not-for-profit organisations such as The Rock Progress Association are eligible to seek the entire project cost as a grant.

The Rock Progress Association's application for \$100,000 if successful is sufficient to undertake stage 1 of the project which involves the construction of the observatory building to house the telescopes. Subsequent stages would be undertaken as further grant opportunities become available in the future.

The outcome of the grant application is expected to be known in mid-December. If successful, the project will still require planning approval and the lodgement of a development application with Council.

Integrated Planning and Reporting Reference

B2 - Better use of our natural strengths and assets to build our tourist sector.

B2 - Support and develop infrastructure for our tourist sector.

B2 - Develop partnerships that support our tourism industry.

Legislative Policy and Planning Implications

In the event that grant funding is secured by The Rock Progress Association the project will still require planning approval and the lodgement of a development application with Council.

Budget and Financial Aspects

Whilst providing in principle support for the proposal and arranging for additional uses of the Crown Reserve being authorised, Council has not committed any funds to the Project. Depending on the final design of the observatory building to be submitted as part of a development application, it is anticipated that some in-kind contribution may be sought from Council towards landscaping, etc.

Attachments

Nil.

Recommendation: That the information be noted.

Notes:

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

5. BIOSECURITY AND ENVIRONMENTAL REPORT

(DEES/N10-025)

Executive Summary

Monthly report on biosecurity and environmental matters.

Report

Weeds

Spray Program

Priority for spraying has been given to the control of all weeds on the shoulders of roads with high traffic volume in preparation for the oncoming fire hazard season. Spot spraying of Horehound (*Marrubium vulgare*), Bridal Creeper (*Asparagus asparagoides*), and Sweet Briar (*Rosa rubiginosa*) on roadsides within the Shire has also continued, with additional cut and swab application occurring on Privet (*Ligustrum* sp.) plants.

NSW Weeds Conference

Council's Environmental Officer attended the 19th NSW Weeds Conference in Armidale between the 16 to 19 October. The emphasis of the conference was the NSW Biosecurity Act 2015 and developing technology. Topics of interest include:

- The collaboration of NSW Department of Primary Industries, NSW Government Local Land Services, and Local Government Agencies in the delivery of the NSW Weeds Action Program, including responsibilities of each level of government, and inconsistency in the transfer of information and guidance.
- The development of Kombo 950, which is a single product combination adjuvant system, facilitating the use of bore water or creek water into glyphosate application.
- The development of a public video, targeted at rural land holders, addressing weed hygiene and consideration for the introduction and transportation of weeds onto properties.
- Queensland's experience with the Queensland Biosecurity Act 2014 and what NSW can learn from their process.
- Herbicide resistance and implications for weed management, with particular emphasis on roadsides.
- Post flood surveillance for aquatic weed introduction.
- Illegal online trade of weeds.
- The biosecurity information system.
- Biological control and the techniques involved in the rearing of biological agents.
- The spread of invasive grasses into National Parks, and their detection in isolated locations.
- Mapping and remote sensing techniques.
- Resource management.
- Detection dog experienced in locating hawkweeds in alpine situations becoming trained in detecting alligator weed along waterways.
- Steam weed control.
- Breaking down depression and building resilience.
- Exercise as medicine.
- Implications of fire for weed control.
- Improving biodiversity assets.
- Initiation of an ornamental plant scheme for the involvement of the nursery industry to address the propagation and selling of invasive plant species.
- Engagement of the community and improving behaviour change.
- And the management and application of biosecurity undertakings.

Pests

Common White Snail

In response to the increase in rainfall that the Lockhart Shire Council area has received recently, snail baiting occurred on both Fairview Lane at Boree Creek and the lane running parallel to Reid and Osborne Streets in Lockhart, between Day and O'Connell Streets. Baiting occurred on 25 October 2017. The fencing at Fairview Lane has been re-erected at both ends to restrict movement within the infested area, and new signage has been ordered to replace signs that were burnt during a previous vegetation reduction. Fairview Lane received herbicide application on 31 October 2017 to eliminate any established food source. Council staff have been liaising with Local Land Services (LLS) and adjoining neighbours regarding the control of the snail. Council will continue to liaise with LLS in the future in developing a strategy to apply some form of residual herbicide, with consideration to the restrictions of chemical use imposed on councils, use of chemicals on a public road, and protection of the nearby watercourse and consequences should runoff occur.

Environmental Matters

Eastern Riverina Landcare Network Meeting

Committee members of the Eastern Riverina Landcare Network met at Henty on 9 October. Items of relevance to Lockhart Shire Council include:

- Development of a membership drive to attract new members and educe community involvement.
- Local Land Services community grant application, involving the joint project proposal between Eastern Riverina Landcare Network and Petarus Education Group, to develop and implement environmental workshops aimed for school aged children, including seven local schools, on three sites within the shire, and inviting all members of the general public on evenings.
- The Eastern Riverina Landcare Network have received funding from the Local Land Services community grants to establish vegetation to link the Galore Hill Scenic Reserve and The Rock Nature Reserve, reinforcing existing tree corridors and improving conductivity.
- The Eastern Riverina Landcare Network will be holding its Annual General Meeting on 16 November 2017, at Hanericka Farm Stay in Yerong Creek. Elections for committee members will be held, as well as two guest speakers will be present to discuss the value of paddock trees, and review past catchment management projects that have occurred in the area.

NSW Landcare & Local Land Services Conference

Council's Environmental Officer attended the NSW Landcare & Local Land Services Conference in Albury on 25-27 October. Keynote speaker included Dr Karl Kruszelnicki, who focused on climate change and its implications on biodiversity and agriculture, and Mr Stan Grant, who spoke about Aboriginal landcare, connect to land and the sharing of Aboriginal stories. Other topics of interest include:

- The establishment of the Biodiversity Conservation Trust, which will support and encourage landholders to enter into agreements to protect biodiversity on private land. The Trust will seek strategic biodiversity offsets where developers pay the Trust to meet their biodiversity offset obligations.
- Climate change and managing threatened species.
- Climate change and implications for restoration, revegetation and seed source.
- Community engagement.
- Indigenous perspectives of sustainability.
- And key projects involving the conservation of the southern pygmy perch, revegetation and recolonization of threatened frog species, and squirrel glider conservation.

Visitation to the Wirraminna Environmental Education Centre at Burrumbuttock was instrumental in developing ideas regarding the proposed project mentioned above, incorporation of native garden specimens into Council's Parks and Gardens, education of indigenous uses of native plants, and integration of themes into Council's Tourism sector.

Best Management Practice of Roadside Reserve Corridors Project

Lockhart Shire Council in conjunction with Wagga Wagga City Council have been successful in applying to the Local Government NSW Council Roadside Reserves Environmental Grants Program for \$88 000 in grant funding. The grant program aims to help Councils work towards best practice roadside environmental management, and will allow the participating Councils to: engage a consultant to undertake a rapid assessment of the current roadside vegetation condition, and provide a mapping layer to illustrate this information; revise Council's Roadside Vegetation Management Plan, and have this adopted by Council; establish signs for areas of significant vegetation; develop templates and procedures for staff and contractors to use when working in significant vegetation areas; and provide training to staff that work within this space.

During October Lockhart Council's Environmental Officer and Wagga Wagga City Council's Environmental Management Team Leader and Supervisor Contract Services have been collaborating in the evaluation of submissions from consultants to perform the rapid assessment of the current roadside vegetation. Following the notification of success, the consultant will meet with both Council's Environmental Officer and Wagga Wagga City Council's Environmental Management Team Leader to finalise details, and the rapid assessment of the roadside vegetation of both shires should happen in the near future.

Integrated Planning and Reporting Reference

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

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachments

Nil.

Recommendation: That the information in this report be noted.

Notes:

6. CONTAINER DEPOSIT SCHEME

(DEES/R20-005)

Executive Summary

The NSW Government is launching a Container Deposit Scheme to commence on 1 December 2017.

Report

The NSW Government is launching a Container Deposit Scheme to commence on 1 December 2017. TOMRA-Cleanaway has been engaged as the Network Operator for implementing and managing the collection of containers across the whole State.

Lockhart township is required to have a manual handling receival point due to its recent population data. The receival point is to collect the containers, count the applicable ones that are eligible for 10 cent rebates and hand out the cash to the person who bought the containers in. Then the containers are to be stacked and stored until collected. The containers cannot be crushed or damaged in anyway. Council would be paid 3.5 cents per eligible container as a handling fee. It is unclear if Council would be liable for damaged containers, even after been collected for transport.

The whole scheme has some logistical issues as well as appears to have not been very well thought through. They have seemed to have changed somewhat from the South Australian model which has operated successfully for decades.

There is no obligation on Council to participate, as the onus is on TOMRA-Cleanaway to run the service. There would be however most likely be some community expectation that the service be provided so people can obtain their 10 cents without having to go to Wagga.

REROC councils have all agreed to decline the 3.5 cents offer as currently stands. Through REROC, an alternative proposal has been put to TOMORA-Cleanaway of Councils being paid a retainer to cover the costs of implementing the scheme. The difference between estimated income from handling fee and costs to cover additional employee and administration is \$60,000 per annum. TOMRA-Cleanaway has declined this alternative proposal.

At this stage Council staff are unsure how the whole scheme will be implemented and operated in our Shire.

Integrated Planning and Reporting Reference

C1 - Our environmental practices are sustainable.

Legislative Policy and Planning Implications

Waste Avoidance and Resource Recovery Amendment (Container Deposit Scheme) Act 2016.

Budget and Financial Aspects

- TOMRA-Cleanaway is offering 3.5 cents per applicable container; which equates to monthly handling fee of \$2,106 based on estimated number of containers that would be collected at Lockhart.
- Council has advised TOMRA-Cleanaway we would require a monthly retainer of \$7,000 to cover our costs of implementing the scheme.

Attachments

Nil.

Recommendation: That Council:

- a) Notes the information in this report;
- b) Endorses not to participate in the Container Deposit Scheme (CDS) as currently proposed by TOMRA -Cleanaway; and
- c) Another report be brought to Council as further information comes to hand.

Notes:

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

7. ENGINEERING REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering matters.

Background Information

- (a) *Works Report:* One grader crew is undertaking Stage 2 of Council's subdivision in The Rock. Second crew is undertaking shoulder widening on Yerong Creek Mangoplah Road, with third undertaking maintenance grading.

Grader crews will continue with construction and maintenance programmes, with Brookdale Hill works now schedule to commence after the New Year. We remind residents that the summer period is Council's main construction period and although we will try to avoid impact on harvest it is not always possible. Your patience with construction crews is appreciated.

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

Concrete crew is close to completing PAMPS work in widening concrete path from Urana Street to Magnolia Lodge in Lockhart. The crew is also continuing with maintenance of footpaths, drainage structures, kerb & gutter as well as signs maintenance throughout the Shire as required.

Council has also been successful in grant to install new bus shelter at Lockhart Post Office and relate existing shelter donated by Rotary to Walter Day Park, with the existing information shelter at Walter Day Park to be relocated to Milbrulong as part of its heritage upgrade project.

- (b) *Flood Mitigation:* Refer to Major Projects update.
- (c) *Road Safety Officer:* Nil to report.
- (d) *Traffic Committee:* Traffic Committee are currently assessing safety signage and works on Old Trunk Road, The Rock.
- (e) *Lockhart Local Emergency Management Committee:* LEMC meeting was held Thursday 19 October 2017.
- (f) *Fleet:* Staff are now obtained all quotes for plant replacement for 2017/18 year, with all orders placed and the second lot of the small vehicles now being delivered. The heavy trucks are due to commence arrival late November 2017.

Legislative Policy and Planning Implications

Nil.

Integrated Planning and Reporting Reference

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

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

Recommendation: That the information be noted.

Notes:

8. MAJOR PROJECTS UPDATE

(DEES/T10-005)

Executive Summary

Update on Council's current major projects.

Report

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

- a) *Swimming Pools Upgrade:* Development Approval (DA) has been granted for the amenities upgrade at Lockhart pool as well as The Rock pool new amenities building. Council recently submitted grant application under the NSW Government's Regional Growth Fund – Stronger Country Communities.
- b) *The Rock Sewer Extension:* Construction work has been progressing well with the main pipeline nearly completed. Agreement has been reached and a lease has been signed for the installation of the sewer line to run under the Sydney to Melbourne rail line. Installation of on property works has commenced. There have been 49 confirmed properties agreeing to connect to the scheme.
- c) *Demolition of Voluntary Purchase Properties:* Current grant funding allows for one more property to be purchased at each of Lockhart and The Rock in 2017/18. An agreement with property owner in The Rock has been reached with funding confirmed. Contracts have been exchanged and a contractor will be engaged shortly to begin demolition work. Negotiations with a property owner in Lockhart is occurring including discussions with OEH regarding funding confirmation.
- d) *Flood Mitigation Construction:* There was a pre-tender meeting held on site for the Lockhart Government Dam Levee construction project on 17 October with 5 contractors attending. Tenders have closed and a report is included in Closed Committee.
- e) The Rock Strevens Street drainage works funding from OEH has been received. Due to changes in the design of the drain on the eastern end of the levee resulting in changes to the drainage easement, as well as not being able to access the railway corridor yet, tenders for the works will now not be called until late January 2018.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

- (i) Pools – total refurbishment costs estimated to be \$4.2M for both pools
- (ii) The Rock Sewer Extension – budget for stage 1 construction is \$1.25M
- (iii) VP Demolition – Round 3 – purchase and demolition costs for both properties is anticipated to be \$420,000, with OEH to provide grant funding of approximately \$360,000
- (iv) Flood Mitigation Construction – funding received for Lockhart Government dams is \$327,000. Funding requested for Streven Street is \$652,941. Construction budget for both projects is \$1.226M, with \$693,000 planned for 2017/18.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

9. PARKS AND GARDENS REPORT

(DEES/P10-005)

Executive Summary

Monthly report on parks and gardens.

Report

Pools

Both pools are up and running for another season and were handed over to this year's contractors, Tammy Lenon and Sally Hunter for opening Monday, 13 November. The contractors will conduct lifeguard duties, regular vacuuming and water testing, attend to the amenities buildings, gardens and lawns until mid-March. Council staff will continue to assist the contractors where necessary.

Round-a-bout Street Lamp

Elegance Stained Glass was consulted about replacing a broken glass panel in the lamp. The glass in the panel has been identified as a texture called Pyramid which is old and rare. Council was advised to try building recyclers in the hope that they may have a fanlight containing this glass that could be cut to size. If a suitable piece cannot be sourced suitable replacement glass will need to be chosen.

Walter Day Park

Landscaping of the new public toilet site is mostly completed with granite paths to the 'Going to the Dance' and 'Nine Martyrs' sculptures, a corten steel retaining wall, the extension of garden beds and new irrigation added. Steel edging has been used to define the new granite paths and garden beds. 'Going to the Dance' has been relocated to its permanent location amongst the extended rose garden which will hopefully become an attraction in itself. The new roses have been planted, fertilized and mulched. The Red Cross and CWA memorial roses have been transplanted to their new locations; the plaques will also be moved in the near future. Further planting will be scheduled for the cooler autumn months.

Trees

Annual pruning of street and park trees is mostly complete in Lockhart, The Rock and Pleasant Hills. Work in Yerong Creek is also scheduled. Planting is completed for this season, watering will be scheduled regularly throughout the warmer months.

Parks and Gardens

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

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

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

Mowing and Slashing

Slashing has been undertaken recently at Pleasant Hills and Lockhart Airstrip; Osborne Recreation Ground, Milbrulong and main road intersections will be completed with attention given to fire restrictions and weather conditions. Urban streets and entrances of The Rock, Yerong Creek and Lockhart will then be the focus leading up to Christmas. Fortnightly mowing and edging will be scheduled for most irrigated areas during the growth season.

Weed Control

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

General Maintenance

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

Integrated Planning and Reporting Reference

D1 – Infrastructure that facilitates an active community.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Will be conducted within Council’s allocated budget.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

**10. REQUEST FOR AUTHORISATION TO EXECUTE DOCUMENTATION UNDER COUNCIL'S SEAL –
SALE OF 6 BOND STREET, LOCKHART (GM/LD3A-139)**

Executive Summary

Authority to execute documentation under Council's seal is being sought in relation to the sale of the land situated at 6 Bond Street Lockhart.

Report

Contracts have been exchanged for the sale of the vacant land situated at 6 Bond Street Lockhart being Lot 7 DP 1143991.

This Lot was the last remaining unsold Lot on the northern side of Bond Street. Three vacant lots remain listed for sale on the southern side of Bond Street. The original subdivision comprised eight lots.

Settlement is scheduled to occur in mid- December 2017. At settlement Council will be required to provide a Transfer executed under Council's seal together with the Title Deed.

In the meantime, all five lots in Stage 1 of the residential subdivision at Carson Road, The Rock have been settled. Work has commenced on the construction of Stage 2 and Council's real estate agent has indicated that he is already receiving enquiries in relation to the lots being developed. It is anticipated that development of Stage 2 will be completed by the end of the current financial year.

Council's real estate agent has been requested to provide advice in relation to pricing of the lots and this will be the subject of a separate report to a future meeting of Council.

Integrated Planning and Reporting Reference

D2 – Land use that supports the development of our community.

Legislative Policy and Planning Implications

Clause 400 (4) of the Local Government (General) Regulation provides that: -

"The seal of a council must not be affixed to a document unless the document relates to the business of the council and the council has resolved (by resolution specifically referring to the document) that the seal be so affixed".

Budget and Financial Aspects

The proceeds from the sale of 6 Bond Street Lockhart will be brought to account as part of the 31 December 2017 Quarterly Financial Review.

Attachments

The Transfer document required to be executed under Council seal will be tabled at the Council meeting.

Recommendation: That authority be granted for the Transfer relating to the sale of 6 Bond Street, Lockhart being Lot 7 DP 1143991, to be executed under Council's seal.

Notes:

11. VOLUNTARY PURCHASE SCHEME – LEASE OF LAND

(DEES/F20-032)

Executive Summary

Lockhart Shire Council is purchasing residential properties within The Rock which are high risk to life and located in a floodway.

Report

Following recent completion of Flood Studies, Lockhart Shire Council is purchasing residential properties within The Rock which are high risk to life and located in a floodway. Council has purchased and demolished two houses in The Rock with a third property purchase in The Rock due to be settled shortly. As only three properties were identified in The Rock to qualify under the Voluntary Purchase Scheme (VPS) this will complete Council's obligations in this town.

This will leave two "vacant" blocks of land in Day Street, The Rock. Council has been approached by owner of some horses to lease this land following their unsuccessful bid to lease land on Island Bend Lane, The Rock. It will require some minor fencing works to bring up to standard to keep horses.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

- Purchases are made in accordance with Office Environment & Heritage (OEH) VPS Guidelines
- Once property is purchased and demolished it is not permitted to be built upon again in the future, as well as Council is not permitted to "make money" on the use of the land
- Council's policy on "Keeping of Animals".

Budget and Financial Aspects

- Council receives grant funding from OEH at 6:1 ratio for purpose of purchase and demolition of properties
- Estimate \$1,000 to be spent on fences
- Council rates on the properties are \$956 per annum.

Attachments

Nil.

Recommendation: That Council:

- a) Leases land at 34 and 38 Day Street, The Rock for purpose of grazing of animals; and
- b) Advertises for Expression of Interest (EOI) in Council's newsletter.

Notes:

12. DEVELOPMENT APPLICATIONS

(MES/P25-010)

Executive Summary

Monthly report on development applications approved by the Council.

Report

The following development applications were approved, with conditions, from 1 October 2017 to 31 October 2017.

DA No	Development	Applicant/Owner	Site of Development
30/17	New changerooms for The Rock pool	Lockhart Shire Council	Wilson St, The Rock
18/18	2 x carport, rear and front	G & T Hounsell	25 Brookong St, Lockhart
19/18	Hay shed 24m x 38m	Cameron Turner	5164 Pleasant Hills Rd, Pleasant Hills
24/18	New Colorbond shed & carport	Betta Sheds & Garages	2 Queen St, Yerong Creek
25/18	Detached colorbond shed	Lockhart Shire Council	Reid St, Lockhart
26/18	New shed	Carmel Barrat	26 Green St, Lockhart
28/18	New manufactured home	Warren Haycox	9 Queen St, Yerong Creek

Integrated Planning & Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Nil.

Attachment

Nil.

Recommendation: That the information be noted.

Notes:

13. LOW PRESSURE SEWER SYSTEM POLICY

(MES/C70-025)

Executive Summary

This Report proposes the preparation of a Low-Pressure Sewer Systems policy to define where and when low pressure sewer systems will be allowed within the Council boundary, whose responsibility the installation and maintenance is and what systems will be permissible.

Report

With the introduction of the low-pressure sewer network to The Rock east, Council staff are eager to provide a consistent approach to the planning, delivery and maintenance of low-pressure sewer systems in the Lockhart Shire.

A pressure sewer system is broadly defined as a system where macerated sewerage is conveyed under pressure generated by a pump unit located on each property to another sewer system or treatment plant. It comprises of a pumping unit containing a grinder pump, connections of these pumping units to Council's pressure sewerage reticulation system (via a specially designed Boundary Kit), and a reticulation system.

From 2018, these systems will be in operation at Yerong Creek, at the Lockhart Industrial Park, and at The Rock.

Previously, some residents have purchased their own systems at Council's direction, while others have been supplied with a system (at cost), and taken responsibility for their maintenance. This policy sets out a standard approach to whose responsibility the installation and maintenance is and what systems will be permissible.

It confirms that Council will supply the systems at cost to the landholder, who will then install as is required, and at their own expense. Once commissioned, Council will take responsibility for the asset, including any maintenance and/or pump replacements as required. The policy also clarifies that Council will be on call, 24-hours a day, for any operating issues.

Supplementary to the policy is a Home Owner's Manual, which is regularly updated by Council staff, and provided to all residents who operate a low-pressure system, to assist them with any maintenance or operation issues.

A copy of the proposed policy is attached for Council's consideration.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

The Local Government Act 1993 regulates the approval process for connection to Council's sewer network, in addition to access to properties by Council staff for inspection and maintenance.

Budget & Financial Aspects

Nil.

Attachments

1. Draft Low-Pressure Sewer Systems Policy.

Recommendation: That Council place the "Draft Low-Pressure Sewer Systems Policy" on public exhibition for a period of not less than 28 days, and consider any submissions prior to formal adoption.

Notes:

Attachment 1. – Draft Low Pressure Sewer System Policy

Low Pressure Sewer Systems

POLICY TITLE: LOW PRESSURE SEWER SYSTEMS
FILE REFERENCE: S15-005
EXPIRY DATE: DECEMBER 2020

PURPOSE

The purpose of this policy is to define where and when low pressure sewer systems will be allowed within the Council boundary, whose responsibility the installation and maintenance is and what systems will be permissible.

SCOPE

Lockhart Shire Council has a preference for its sewers to be conventional gravity systems but it also recognises that this is not always possible and therefore will permit the limited use of Pressure Sewerage Systems within the Shire, where conventional sewerage schemes are not environmentally, economically or physically feasible.

POLICY STATEMENT

1. Definitions

Boundary Kit: Valve at the property boundary incorporating isolation valve, non-return valve and inspection tee piece.

Council: Lockhart Shire Council.

Control Panel: The box incorporating the electrical controls and high-level alarms and switches for pumps.

Equivalent Tenement (ET): An equivalent Tenement (ET) is the basic unit of measure used to quantify the demand or loading on water supply or sewerage services respectively. As previously stated, one ET represents the equivalent demand or loading from a standard residential household.

Pump Unit: Comprises of grinder pump, storage vessel control panel pressure switches and ancillary equipment.

Emergency Storage: That capacity in the storage vessel above the high-level alarm point.

Lateral Spur: Line from the reticulation main to the property kit.

Property delivery line: Pipeline connecting the property boundary kit to pump unit.

Standard connection: Single dwelling equivalent to 1 ET.

2. Roles and responsibilities

The Director of Engineering & Environmental Services will be responsible for approving all new pressure sewer installations.

The Director of Engineering & Environmental Services will be responsible for investigating if a land owner/tenant has inadvertently through introducing banned substances as set out in the home owner's manual or wilfully damaged a pressure system and for determining whether the land owner/tenant will be billed for the repairs to the unit and the relevant cost.

3. Pressure Sewer Systems

3.1 WHAT IS A PRESSURE SEWERAGE SYSTEM

A pressure sewer system is broadly defined as a system where macerated sewerage is conveyed under pressure generated by a pump unit located on each property to another sewer system or treatment plant.

A pressure sewerage system as covered in this Policy is defined as comprising of:

- a) A pumping unit containing a grinder pump, specifically designed for pressure sewerage applications, installed on each property to drain that individual property. These pumping units will only be those types that have been approved by NSW Government regulatory bodies and agreed to be used by Lockhart Shire Council for that purpose;
- b) Connections of these pumping units to Council's pressure sewerage reticulation system, via a specially designed Boundary Kit;
- c) A reticulation system specifically designed for pressure sewerage applications, and capable of supporting a number of such individual pumping units to transport the sewerage to the system discharge point. An alarm system built within the overall pumping unit to warn residents, who in turn will be required to contact Council either during work hours or after hours, that the pump is no longer working and to allow maintenance to occur within an acceptable timeframe.

3.2 WHERE CAN PRESSURE SEWERAGE SYSTEMS BE USED

Use of pressure sewerage systems will occur where designated by Council, but as a general guide this will be where:

- a) These systems are demonstrated to have significantly lower 30-year life cycle costs to Council compared with other forms of sewerage service provision, for the particular application, however even if a gravity system is more expensive it may still be the chosen option;
- b) There are particular circumstances, requiring the use of this technology;
- c) They are being used to overcome problems with on-site systems, where pressure sewerage effectively represents the only viable option;
- d) Council sewerage planning does not preclude them. It is stressed that just because pressure sewerage may, in some locations, be a lower cost technology, this will not necessarily mandate its use, as other factors may mitigate against such usage.

3.3 LIMITED PRESSURE SEWERAGE PUMP TECHNOLOGIES

Council will nominate the type/make of pressure sewer system to be used in the shire.

3.4 SUPPORTING DOCUMENTATION

Council will, in support of this Policy Statement, have the following supporting documentation:

- a) A Technical Specification to regulate the nature of all pressure sewerage pumping units purchased as well detail the manner in which they are to be installed and maintained.
- b) A Home Owner's Manual to inform the resident what is expected of them and what they can and cannot do in relation to the pressure sewerage system on their property. It will also contain instructions on what to do if their system should fail.

4. General Responsibilities

4.1 OWNERSHIP OF THE RESIDENTIAL PUMPING UNITS

The basic configuration for most pressure applications will be a separate single pumping unit provided for each separate property and this will be based on a uniform sized tank. The ownership of the pumping unit, in this standard configuration, will reside with Council and includes the following:

- a) Pump;
- b) Storage vessel;
- c) Control panel and ancillary fittings;
- d) Property delivery lines;
- e) Boundary Kit.

The hydraulic termination point for Council ownership of the pressure sewerage system will be the first flexible joint on the inlet side to the pressure sewerage storage vessel. The point for electrical termination will be the connection to the dwelling's power board where a separate 20amp circuit is to be used. Residents are reminded that under Section 635 of the Local Government Act it is an offence to wilfully or negligently remove, damage, destroy or interfere with a pressure sewer system.

In general Council will not seek to take out an easement over any part of the "on-property" installation of the pressure sewerage system. However, Council reserves the right to create an easement if required so as to ensure the safe ongoing operation of the system, the minimisation of any health concerns, or the protection of any Council property.

For non-standard connection (larger than 1ET), i.e. commercial connection, see section 5.2.

4.2 MAINTENANCE OF THE RESIDENTIAL PUMPING UNIT

Council will provide all residents with a propriety pumping unit that to-date, has a proven track record in so far as reliability and performance is concerned. Based on relevant past experience, these units do not require preventative maintenance, however if repairs are required, Council will maintain the unit on behalf of the resident with the cost being covered by the annual sewerage availability charge. However, if the unit is damaged by misuse or negligence by the householder the cost of repairs will be billed to the landowner.

It will be a condition of being connected to Council's reticulation system that the residents operate the pressure sewer system in accordance with the Manufacturer's Technical specification and Council's Home Owner's Manual.

4.3 POWER FOR THE PUMPING UNIT

The pumping unit's power connection will not be metered separately, and the residents will meet the power costs for the pressure sewerage pumping unit. The pumping unit will be installed on a separate electrical circuit breaker system. The point for electrical termination will be the connection to the dwelling's power board where a separate circuit is to be used.

5. Installing Pressure Sewerage – General

5.1 DESIGN SERVICES

The design of pressure sewerage reticulation shall be undertaken by persons with proven experience with such technology. Design of “on property” works shall be undertaken by accredited installers and designers and they are to endeavour to accommodate the property owner’s reasonable needs in a Council agreed consultation process, in the “on property” layout design.

For new systems or developments, design shall be checked by Council’s nominated supplier of Low Pressure Sewer Systems pump units.

5.2 NUMBER OF PUMP UNITS PER PROPERTY/NON STANDARD CONNECTION

Developments for commercial or industrial properties or residential properties which are greater than 1ET are classified as NON-STANDARD connections.

Any internal sewerage system within the property boundary of the non-standard connection will be the responsibility of the property owner and will require Council approval. The sizing of the pumping units and the overall design of these non-residential systems needs to be carried out by an experienced designer, based upon the actual anticipated sewerage output and the capacity of the receiving sewers.

The ownership of these systems including design, installation, replacement and payment will be the responsibility of the owner. Council will maintain the units, at its cost, subject to the unit not being wilfully or inadvertently abused, as a result of the improper introduction of a damaging substance into the unit, by the user.

6. Installation on the Property

Council will supply the pressure sewer system components to all relevant single dwelling properties at cost. Council or their representative will discuss the requirements of the property with the property owners.

Upon application to Council, the units will be installed by an accredited installer of pressure sewer system to ensure warranty, and at the property owner’s expense. The “on property” layout will be shown to the owner/ representative five days prior to construction. The owner/representative will be required to sign the layout at this time to confirm agreement to the final layout. The “on-property” design will generally involve pipelines parallel to the property boundary to minimise the impact on the property. In some cases, specific on site needs or constraints may lead to variations of this principle.

The units are to be installed to the requirements of the electricity supplier and the plumbing code of Australia.

Where a pressure unit is to be installed, to service an existing dwelling the accredited installer will first undertake a full audit of the existing dwelling power board and hydraulic connections. The installer will then advise the property owner what needs to be done to upgrade these connections if necessary to allow a pumping unit to be installed. The property owner will meet the costs associated with these upgrades.

7. Installation of the Reticulation Mains

Prior to construction of the reticulation system, the design of pressure sewerage systems shall be undertaken on behalf of Council or the proponent, by an appropriately qualified individual or company (thereby becoming the System Designer).

Construction will then be in accordance with these design plans and will be from acceptable pipe materials, generally laid at the minimal depths as defined in Council’s Technical Specification. Any civil contractor wanting to deviate from the design, as shown on the drawings, will require that Council formally sign off on any changes.

The main will be extended from the street mains to just inside of the property boundaries. A valve arrangement known as the Boundary Kit will be placed at this termination point, to allow the connection of the property at a later date. The valving arrangement within the boundary kit should allow for the isolation of the property.

8. Application of the Technology

8.1 EXISTING ON-SITE SYSTEMS AND PRIVATE “PUMP UPS”

Owners of properties that have existing on site systems or private pump up systems on the fringe of a sewerage system area are NOT covered in this policy.

Any existing property that discharges into a reticulated main through a private pumping arrangement (pump up) may continue to operate their private system. They remain the responsibility of the property owner and resident. The owners of these schemes will not be able to apply to Council to take over the operation of these schemes.

If, for reasons of public or environmental health, it is determined that a property needs to be connected to Council’s sewerage system, then Council will act in an advisory capacity only. The owner will meet all costs associated with the supply and installation of the system.

8.2 NEW SUBDIVISIONS – MULTIPLE LOTS

Where specifically requested at the Development Application stage, an assessment will be undertaken by developer and Council as to whether a pressure sewerage system would be applicable and approved for a particular development. For Council to assess the application, Council will require a 30 year whole of life cost between conventional and pressure sewer systems based on the following criteria within this section.

Under the definition of pressure sewerage systems, the developer will be responsible for the cost of design and installation of the pumping unit, the delivery line to the boundary kit and the reticulation system. Council will supply the pressure sewer system components to all relevant single dwelling properties at cost.

All mains and boundary kits for the specific stage of the development must be installed and tested prior to connection to Council’s existing sewerage system. This will be a pre-condition for release of final plan of subdivision for any stage of the development. After testing and at point of commissioning, Council will then take ownership and responsibility for the pumping unit and associated reticulation mains.

The preferred option will always be to install a gravity sewer system in all cases where gravity sewer is able to be installed, even where the cost to do so is higher.

8.3 NEW SUBDIVISIONS – SINGLE LOT

Where allowed under Councils Local Environmental Plan, installation of a low-pressure unit to service the new lot may be allowed, pending Council’s approval. The developer will be responsible for the cost of design and installation of the pumping unit, the delivery line to the boundary kit and the reticulation system. Council will supply the pressure sewer system components to all relevant single dwelling properties at cost.

Any mains and boundary kits for the development must be installed and tested prior to connection to Council’s existing sewerage system. This will be a pre-condition for release of final plan of subdivision for any stage of the development. After testing and at point of commissioning, Council will then take ownership and responsibility for the pumping unit and associated reticulation mains.

9. Operation and Maintenance of the Pressure Sewerage System

9.1 LEVELS OF SERVICE

In general Council will endeavour to mirror the maintenance services provided for its more traditional sewerage services, particularly during business hours. For after-hours service, Council will specifically provide the following additional services:

- a) Next day repairs or replacement of the pumps for after-hours alarms.
- b) Response to any overflow situation as soon as practicable.

9.2 COUNCIL RESPONSIBILITIES

Council will be responsible for the maintenance and repair of the pumping units and will maintain a quantity of replacement pumps (and other spare components) for these purposes. It will also be responsible for:

- a) Supporting this maintenance regime with a 24 hour a day call centre;
- b) Providing the resident with a Home Owner’s Manual and Property Service Diagram.

9.3 RESIDENT RESPONSIBILITIES

The Resident's primary role is to notify Council if their system's alarm sounds or the system overflows. They are also required to:

- a) Avoid discharging into the pumping unit any of those substances identified in the Home Owner's Manual as inappropriate for pressure sewerage;
- b) Comply with the other requirements set out in the Home Owner's Manual;
- c) Not interfere with the electrical operation of the pumps in accordance with what is detailed in the Home Owner's Manual.

9.4 PROPERTY OWNER RESPONSIBILITIES

The property owner is to ensure that the resident (if different from the property owner), understands that the property is serviced by a pressure sewerage system and that they have a copy of the Home Owner's Manual.

9.5 ACCESS FOR COUNCIL MAINTENANCE OFFICERS

It will be a condition of being connected to the Council pressure sewerage reticulation system that the property owner's consent will be given to allow Council or its agents to enter the property and undertake any repairs to the pumping unit. This is reinforced by Section 191A of the Local Government Act, 1993, which also gives Council the ability to enter the property to undertake the necessary works.

Details of the Council access requirements will be set out in the Home Owner's Manual but where the resident has not provided reasonable access, or fails to secure pets, etc. Council may refuse to provide the service call. In these instances the property owner/resident may be charged the additional costs incurred by Council.

9.6 IDENTIFICATION OF MAINTENANCE EMPLOYEES AND CONTRACTORS

Any Council employee (or contractor) entering private property must have photographic identification and appropriate authorisation to enter the property.

10. Modifications or Household Additions

Building over the pressure sewerage system will not generally be allowed but Council will allow some relocation of the "on-property" pipeline or the pumping unit subject to:

- a) The hydraulics on the property allowing the pumping unit to be moved;
- b) There being a suitable alternative route/s for the property delivery pipeline;
- c) The associated costs for the relocation works being met by the property owner;
- d) All technical requirements, as set out in Council's Pressure Sewerage Technical Specification, being met;
- e) Full details of the "as constructed" works being provided to Council;
- f) Any modifications being carried out by an accredited installer.

Residents wanting to relocate the pumping unit or property delivery line are required to contact Council for advice on what will be required.

Residents interfering with delivery lines or pumping units without Council's approval may be subject to relevant fines under the Local Government Act 1993. Residents will also be required to meet any costs arising from the loss of warranty on that pumping unit, and/or damage to that unit and/or, any other costs associated with such unauthorised works.

11. Administration

The following is to be undertaken by Lockhart Shire Council to support the supply, operation and maintenance of pressure sewer system.

11.1 OPERATION RECORDS

Council will maintain records of the operation of the pressure sewer systems including each pumping unit to build a history of performance.

11.2 PROPERTY DIAGRAMS

Council will, on behalf of the residents, maintain a copy of all house service details for their records and copies may be obtained from Council's main office during office hours.

During construction/installation phase Council will also require that a package of information be supplied with the drawings such as date of installation, commissioning, serial numbers of pump unit etc.

11.3 SPARES

Replacement pumps and other spare components will be purchased and stored ready by Council, for emergency maintenance.

14. ON-SITE SEWAGE MANAGEMENT INSPECTION PROGRAM

(MES/S15-045)

Executive Summary

To align with and facilitate regulatory requirements under the Local Government Act 1993, Council staff propose to implement an On-site Sewage Management Inspection Program for the Lockhart Shire.

Report

In conjunction with Council's new Compliance Officer role, and to assist in achieving better regulation and compliance of on-site sewerage management in the Lockhart Shire, Council staff are proposing to implement an On-site Sewerage Management Inspection Program for the Lockhart Shire.

While Council currently grant approval for installation of on-site sewerage management systems under the Local Government Act 1993, to-date there have been insufficient resources to undertake follow up/compliance inspections on their operating performance. Approvals under the Local Government Act lapse after 5 years from the date of approval, and some systems are expected to be greater than 50 years old and at high risk of failure.

The inspection program will be targeting on site sewerage management systems, including septics, aerated wastewater treatment systems, grey water systems and alternate designs, and will be rolled out on a risk-based approach – targeting high risk systems first.

Matters to be considered during an inspection of a system include the following:

- a) The prevention of the spread of disease by micro-organisms
- b) The prevention of the spread of foul odours
- c) The prevention of contamination of water
- d) The prevention of degradation of soil and vegetation
- e) The discouragement of insects and vermin.

Following an inspection, if a system is operating correctly, is well maintained and presenting minimal to no risk to the environment, Council will re-issue an approval for continued operation. Alternatively, and in the event that a system is not operating correctly, rectification works may be required, and Council will provide guidance or direction on reaching an acceptable performance standard.

Council will recover the cost of the on-site sewerage management programs through fees for inspections, and infringement revenue (if applicable). A fee of \$100 is proposed, which will be charged upon completion of the inspection, and will cover the cost of travel, staff wages, administration expenses, approvals and production of educational tools for residents. As inspections will be undertaken once every 5 years, the fee will be incurred once every five years (as opposed to an annual service fee levied through rates).

Details of the on-site sewerage management inspection program is attached for Council's information.

Integrated Planning and Reporting Reference

C1 - Our environmental practices are sustainable.

Legislative Policy & Planning Implications

The Local Government Act 1993 and associated Regulations require both a one-off approval to install/alter an On-Site Sewage Management Facility (OSSMF), and a separate approval to operate an OSSMF.

Under section 103 of the Local Government Act an approval lapses after five years from the date of approval.

Budget & Financial Aspects

Council has the statutory provision to charge for services under Section 608 of the Local Government Act.

The proposed new fee, if endorsed, will be added to the list of Council's fees and charges in the 2017-18 Operational Plan, with income collected going towards offsetting the cost of administering the inspection program.

Attachments

1. Details of the on-site sewerage management inspection program.

Recommendation: That Council:

- a) Endorse the proposed new fee for inspection of on-site sewerage management systems for public exhibition, and consider any submissions received before formal adoption of the fee; and
- b) Endorse the on-site sewerage management inspection program for the Lockhart Shire.

Notes:

Attachment 1. – Details of the On-Site Sewage Management Inspection Program

ON-SITE SEWAGE MANAGEMENT SYSTEMS INSPECTION PROGRAM

OBJECTIVES

The purpose of this On-site Sewage Management (OSSM) Inspection program is to provide the framework to:

- a) Assess & regulate the design, installation and operation of on-site sewage management systems in the Lockhart Local Government Area (LGA)
- b) Protect and enhance public health and the environment in terms of on-site sewage management impacts.

SCOPE

This inspection program applies to all on-site sewage management facilities in operation within the Lockhart LGA.

POLICY STATEMENT

Legislation

The Local Government Act 1993 and associated Regulations require both a one-off approval to install/alter an On-Site Sewage Management Facility (OSSMF), and a separate approval to operate an OSSMF.

Under section 103 of the Local Government Act an approval lapses after five years from the date of approval, although Council can vary (reduce or increase) the period of the approval, which in turn will influence the frequency of renewal.

The objectives of this OSSM Inspection program are aligned with performance standards as set out in the Local Government (General) Regulation 2005, which provides that a system of sewage management must be operated in a manner that achieves the following performance standards:

- a) The prevention of the spread of disease by micro-organisms;
- b) The prevention of the spread of foul odours;
- c) The prevention of contamination of water;
- d) The prevention of degradation of soil and vegetation;
- e) The discouragement of insects and vermin;
- f) Ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned;
- g) The minimisation of any adverse impacts on the amenity of the premises and surrounding lands;
- h) If appropriate, provision for the re-use of resources (including nutrients, organic matter and water).

Objectives

In implementing the OSSM Inspection Program, Council will endeavour to:

- a) Maintain a current database of all on-site sewage management systems;
- b) Educate landholders, system operators, users and service providers on the operation and management of onsite sewage management and wastewater systems;
- c) Encourage a partnership approach with households and service agents to support ongoing maintenance of onsite sewage management;
- d) Liaise with householders to develop site specific OSSM plans that resolve any identified problems;

- e) Utilise a combination of self-assessment surveys, records of inspection and maintenance, and known site constraints (soil type, proximity to water courses, land availability, type of OSSM system installed etc) to inform and prioritise a regulation program based on risk management factors;
- f) Establish an inspection schedule and fee structure for the operation of OSSM systems in line with the relevant risk management factors identified;
- g) Achieve a target 90% operational compliance of all known systems within a period of five (5) years from the date of adoption of the OSSM Inspection program.

Implementation of the Policy

Council will, as resources allow, implement a staged inspection regime based on the risk category allocated to each OSSMF, starting with high-risk systems first.

Initially, letters will be sent to property owners advising that inspections will occur during a specific month. Where no one is home at the time of the officer's arrival at the property, notification will be left in a prominent location on the property requesting the owner contact the officer to arrange access. No access to the property beyond normal entry routes will be made by the officer without the consent of the owner.

In the case of investigation of complaints, Council's Compliance Officer may exercise relevant powers of entry to a property pursuant to the provisions of the Local Government Act & Regulation and serve Orders under the provisions of the Protection of the Environment Operations Act or Local Government Act & Regulation as necessary.

Where rectification works are required, the owner of the subject property will be advised on site and in writing of what rectification work is required and the time frame within which that work is to be completed.

When necessary, an application form to 'alter the existing OSSMF' will be included with the rectification advice and will require relevant detail to be provided to Council in respect of the proposed rectification method.

If the owner is unable to complete any required works due to financial hardship, then Council will exercise appropriate discretion by balancing the risks posed and the timeframe given for compliance.

If an OSSMF has failed and the property is located within 75 metres of sewer infrastructure, Council may require connection of sanitary drainage to the sewer infrastructure, as necessary, under the provisions of the Local Government Act.

Where ongoing defective systems are detected, site specific management plans will be formulated with the owner/occupier to resolve relevant issues. Where these measures fail, Orders for compliance may be served on the owner under the provisions of the Local Government Act & Regulation.

Where Council determines that the owner or occupier of a system has deliberately or wilfully altered any part of the system that causes pollution of the environment, or there is an immediate threat to public health, Council may issue a clean-up notice under the provisions of the Protection of the Environment Operations Act.

Where a Notice or Order has been issued and not complied with, Council may issue a Penalty Infringement Notice and any further actions as deemed necessary or appropriate under the provisions of the Local Government Act & Regulation.

Fees and Charges

Council will recover the cost of the on-site sewage management programs through fees for inspections, and infringement revenue.

Current fee amounts are available within Councils adopted fees & charges.

15. FEES FOR MICROCHIPPING

(MES/D25-025)

Executive Summary

Council propose a new fee for listing in the 2017-18 Operational Plan, for the delivery of in-house microchipping of companion animals.

Report

In conjunction with Council's new Compliance Officer role, and to assist in achieving better regulation of companion animals, Council staff are keen to provide an in-house service for microchipping of companion animals, as opposed to having this procedure being undertaken by a veterinarian.

The proposed fee for delivering the in-house microchipping service is \$35 – a saving of \$70 from the same service offered by Council through a veterinarian. The proposed fee covers the cost of the microchip, scanning, medical equipment for installation, staff time and administration expenses.

At the Council meeting held on 16 October 2017 Council endorsed the proposed fee for public exhibition.

In accordance with Council's resolution the amended Policy was publicly exhibited for a period of 28 days. Notice of the propose fee was made available to the public, and no submissions were received following the exhibition.

The fee is now presented for adoption by Council.

Integrated Planning and Reporting Reference

A2 - Our community services and facilities meet the needs of our communities.

Legislative Policy & Planning Implications

Identification of companion animals, and associated fees, are regulated by the Companion Animals Act 1998.

Budget & Financial Aspects

The proposed new fee, if endorsed, will be added to the list of Council's fees and charges in the 2017-18 Operational Plan, with income collected going towards offsetting the cost of providing an in-house microchipping service to shire residents.

Attachments

Nil.

Recommendation: That Council adopt the proposed new fee of \$35 for microchipping of companion animals.

Notes:

STRATEGIC DIRECTION E: Strong Leadership and Governance

16. STATEMENT OF FUNDS FOR OCTOBER 2017

(DCCS/F10-010)

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

Statement of Funds as at:	31 October 2017	
Combined Bank Accounts:		\$
Bank Balance as at:	31 October 2017	863,464.88
Plus: Receipts to:		
Rates receipts bank 2 & 5	76,001.36	
Sundry Debtor receipts	19,175.75	
Grant receipts -	-	
RMS - MR370 Grant	-	
Galore Hill Trust Interest	3.89	
Investments redeemed	400,000.00	
Interest on Investment	1,166.88	
DEFT transfer	-	
Other receipts	47,318.70	
Total receipts for month		543,666.58
		1,407,131.46
Less: Payments for Month less Canc. Chqs		1,035,763.33
		0.00
Current Bank Balance		371,368.13

Investments:	Interest Rate per Annum	Amount Invested	% of Total
Bankwest	2.35	500,000.00	6.94%
Bankwest	2.40	250,000.00	3.47%
BENDIGO	2.25	250,000.00	3.47%
BENDIGO	2.10	250,000.00	3.47%
BENDIGO	2.20	250,000.00	3.47%
BENDIGO	2.40	500,000.00	6.94%
Curve Securitys/AMP	2.40	250,000.00	3.47%
IMB Limited	2.40	250,000.00	3.47%
IMB Limited	2.40	300,000.00	4.17%
IMB Limited	2.40	500,000.00	6.94%
NAB	2.46	250,000.00	3.47%
NAB	2.53	300,000.00	4.17%
NAB	2.53	300,000.00	4.17%
NAB	2.54	500,000.00	6.94%
Rim AMP	2.40	250,000.00	3.47%
RIM AMP	2.55	300,000.00	4.17%
RIM AMP	2.55	400,000.00	5.56%
RIM-amp	2.60	500,000.00	6.94%
T Corp		1,100,000.00	15.28%
		7,200,000.00	
TOTAL FUNDS HELD ARE:		7,571,368.13	100.00%

These funds are comprised as follows:

	CURRENT A/C	INVESTMENTS	TOTAL
General Fund	-603,522.32	6,239,035.51	5,635,513.19
Combined Sewerage	943,318.65	960,964.49	1,904,283.14
Galore Hill Trust Fund	31,571.80	0.00	31,571.80
	371,368.13	7,200,000.00	7,571,368.13

RESERVES	Externally Restricted	2,384,616.00
	Internally Restricted	4,506,527.00
	Unrestricted	680,225.13
		7,571,368.13

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
13 November 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 October 2017 be received.

Notes:

17. PRESENTATION OF COUNCIL'S AUDITED FINANCIAL STATEMENTS – 2016/17 (DCCS/A45-010)

Executive Summary

Report to Council on Audited Financial Statements for 2016-17.

Report

Council's Auditor, The Audit Office of New South Wales, have completed the audit of Council's Financial Statements for year ending 30 June 2017. The Financial Statements and audit reports form part of Council's Annual Report.

In accordance with Section 419 (1) of the Local Government Act 1993 Council must present its Audited Financial Statements, together with the auditor's reports, at a meeting of the Council. In accordance with Section 418(3) of the Local Government Act 1993 public notice was given in the Eastern Riverina Chronicle that the Audited Financial Statements and Auditor's Report would be presented at the Council meeting to be held on 20 November 2017.

Summary of Financial Statements

Operating surplus before capital grants and contributions:
\$7.047M Surplus (2016 – \$3.25M Surplus).

Operating Revenues (excl. capital grants & contributions)

▲ 37.2% to \$17.28M

Operating Expenses

▲ 9.5% to \$10.23M

Cash and Investments

▼ 0.5% to \$7.677M (2016 - \$7.715 million).

Revenue from Rates and Annual Charges

▲ 2.9% to \$3.145M

This represents 18.2% of Council's total Income from Continuing Operations.

User Charges and Fees

▲ 28.6% to \$396,000

Interest on Investments

▼ 18.5% to \$194,000

Loans

\$821,000 balance of loan

Land Development

\$219,000 spent on developing Council's real estate holdings.

Infrastructure, Property, Plant & Equipment

\$6.33M spent on Roads, Culverts & Footpaths.

\$1.02M spent on Plant & Equipment.

The Council achieved a surplus in net operating result from continuing operations (including capital contributions) of \$7.09M (2016: \$3.25M) for the year ended 30 June 2017. The net operating surplus for the year before grants and contributions provided for capital purposes is \$7.05M (2016: \$3.25M).

The size of Council's operations has remained relatively consistent over the past three years with increases in rates and annual charges being attributable to the annual permissible increase (1.8% in 2016/2017) for rates and annual charges increase being a combination of CPI and operating costs.

User fees and charges have increased from prior year, due mainly to NSW State Government reimbursements for work performed to establish and implement the Fire & Emergency Services Levy (FESL). Although the State Government ended up not implementing the FESL and maintaining the status quo. Also scrap metal sales resulted in additional revenue of \$31,000.

Operating grants and contributions have increased due to one-off grants for Roads & Maritime Services for storm damage of \$1.67M and Heavy Vehicle Safety & Productivity Programme as well as Fixing Country Roads funding of \$2.3M for roads works to Grubben Rd and the causeway on the Lockhart/Urana Rd. In addition, Roads to Recovery (R2R) for 2017 was more than double the usual annual allocation.

Council received two capital grants for the 2017 financial year. The Lockhart Showground received \$24,000 for a poultry shed and the Milbrulong Hall received \$17,000 for capital improvements.

Employee costs have increased due to the wage increase in line with the Local Government Award, plus additional resources required for additional grant funded road projects.

Asset Management has been a focus area for the Council over the last three financial years. This resulted in a slight increase in depreciation expense in 2016, and depreciation for 2017 was consistent with prior year and industry benchmarks.

A detailed analysis of Council's Financial Statements can be found in the Audited Financial Statements, pages 77-83.

A representative of the Audit Office of New South Wales will attend Council's November meeting to elaborate on their report and to respond to any questions.

Integrated Planning and Reporting Reference

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

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

Legislative Policy & Planning Implications

Compliance with Section 413 (2c) Local Government Act 1993, and Local Government Act Section 419 Presentation of the council's financial reports.

Budget & Financial Aspects

Reporting on Council's performance for 2016-2017 financial year.

Attachments

Nil.

Recommendation: That Council endorse the Audited Financial Statements and Auditor's Report for the year ended 30 June 2017 as presented which will be included in Council's 2017 Annual Report.

Notes:

18. QUARTERLY BUDGET REVIEW – SEPTEMBER 2017

(DCCS/F10-010)

Executive Summary

In accordance with the Local Government Act, 1993, a review of Council's Budget position as at 30 September 2017 has been undertaken and the following is submitted for Councillors consideration.

Report

General Fund

When Council adopted the 2017-2018 Operational Plan Budget in June 2017 Council budgeted for a surplus of \$10,114.00. The Budget Review at 30 September 2017 indicated an estimated **SURPLUS** of **\$104,459.00** as at 30 June 2018 after taking into account movements in revenue and expenditure for the quarter.

The September 2017 Quarterly Budget Review Statement details are following this report.

Detailed on pages 3 & 4 of the Quarterly Budget Review Statement are all the budget adjustments to the adopted budget for the first quarter.

Commentary: The major factor that the first quarter budget review is showing an amended budget General Fund surplus of \$104,459.00 is due to the profit of \$155,534.00 from the sale of Carson Rd lots.

Carried Forwards from 2016-17 Budget: There are number of items of unexpended budgeted amounts from 2016/17 that are being requested to be carried forward. These are detailed on page 4 of the attached Quarterly Budget Review. There are two options to fund these carried forwards, i.e. transfer from Reserves or from current budget. It is proposed for this budget review to fund carried forwards from current budget.

TCorp Borrowings: Council has in its 2017/2021 Delivery Plan Budget to borrowing funds for sewer expansion at The Rock and swimming pool improvements for both Lockhart and The Rock pools. Lockhart has been deemed a Fit For the Future council which allows Council to access TCorp for borrowings. Council has the opportunity to borrow funds at historically low interest rates from TCorp for infrastructure projects. Current indicative interest rates from TCorp, 10 years 3.35% up to \$2 million and 4% for 20 years minimum of \$2 million.

It is proposed to table a report to the February 2018 Council meeting specifically relating to Council's borrowing requirements by which time the outcome of Council's grant application relating to swimming pool refurbishments should be known.

In addition to the borrowings already included in Council's Delivery Program Budget, Council may wish to take the opportunity to revisit other projects excluded from the budget, e.g. town entrance signs and main street beautification, due to the historically low interest rates.

Sewerage Fund

A review of Council's combined Sewerage Fund has been undertaken with the following adjustments to be noted in the budget for the first quarter:

- The total cost for the sewer expansion at The Rock will be \$1,250,000 and Stage 1 of the complete project is anticipated to be completed in this financial year. As such Council has brought forward budget \$150,000 of budget allocation from 2018/19 budget. In the adopted Delivery Plan Budget 2017/2021 Stage 1 of the sewer expansion project was to be completed over this financial year and 2018/19.
- These additional funds are proposed to be funded from a future TCorp loan application.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

It is a legislative requirement that a quarterly budget review is tabled at a Council meeting within two months of the end of each quarter.

Budget & Financial Aspects

Fund	Original Estimates @ 1 July 2017	Amendments @ 30 Sept 2017	Revised Estimates @ 30 June 2018
General Fund- Net of Inc & Exp and Capital Budget	\$10,114.00	\$94,345.00	\$104,459.00
Combined Sewerage Funds	\$5,659.00	\$5,307.00	\$10,966.00
Net Consolidated Budget Surplus/(Deficit)	\$15,773.00	\$99,652.00	\$115,425.00

Attachments

1. Quarterly Budget Review Statement for the period 01/07/17 to 30/09/17.

Recommendation: That:

- a) The information be noted, and
- b) The adjustments in income, expenditure and reserves in the September 2017 Quarterly Budget Review be adopted.
- c) Report be brought to February 2018 Council meeting on borrowing requirements.
- d) A town beautification masterplan be developed for the Shire which includes costings.

Notes:

Attachment 1. – Quarterly Budget Review Statement for the Period 01/07/17 to 30/09/17

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

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Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Lockhart Shire Council for the quarter ended 30/09/17 indicates that Council's projected financial position at 30/6/18 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  _____ date: 10/11/2017
Craig Fletcher
Responsible Accounting Officer

Lockhart Shire Council
Ordinary Meeting – 20 November 2017

GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July-	Amendment to	Amended	
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
1040-1000-0000	Ordinary Farmland Rates	1,888,946	1,889,396	450	1,889,396	Match actual
1040-1020-0000	Residential Rates	11,432	11,523	91	11,523	Match actual
1040-1040-0000	Rural Residential Rates	38,206	37,809	397	37,809	Match actual
1040-1050-0000	Business Rates	20,524	19,795	729	19,795	Match actual
1040-1080-0000	Lockhart Residential Rates	156,668	157,031	363	157,031	Match actual
1040-1110-0000	Lockhart Business Rates	55,652	55,175	477	55,175	Match actual
1040-1140-0000	The Rock Residential Rates	143,941	145,053	1,112	145,053	Match actual
1040-1180-0000	The Rock Business Rates	21,386	21,373	13	21,373	Match actual
1040-1190-0000	Yerong Creek Residential Rates	17,873	17,984	111	17,984	Match actual
2020-1140-0000	Env Services - DA Fees	18,000	8,182	3,000	21,000	
2020-1160-0000	Env Services - Construction Certificates	8,000	5,102	2,000	10,000	
3060-1000-0000	DWM Charge - Residential	351,168	352,594	1,426	352,594	Match actual
3060-1010-0000	DWM Charge - Residential Vacant	10,659	10,914	255	10,914	Match actual
3060-1030-0000	WM - Non-Residential	45,384	45,012	372	45,012	Match actual
3060-1040-0000	WM - Non-Residential Additional Services	14,152	14,762	610	14,762	Match actual
3060-1070-0000	Tip Availability Fee	19,431	19,491	60	19,491	Match actual
5620-1910-0000	Real Estate - Profit On Sale Of Land			155,534	155,534	Carson Rd, Tsf to Reserve
Net Increase to General Fund Income Accounts				163,024		
0500-2245-0000	Members Accident Insurance	20,000	19,263	737	19,263	Match actual
0500-2355-0000	Memberships	18,500	18,591	91	18,591	Match actual
1020-2245-0000	Insurance Expense	67,000	63,366	3,634	63,366	Match actual
1020-2305-0000	Advertising	6,500	5,949	4,000	10,500	
1020-2335-0000	Cleaning Costs - Admin Building	20,000	3,318	5,000	15,000	
1020-2355-0000	Subscriptions	8,000	5,411	2,000	10,000	
1060-2360-0000	Engineering - Other Expenses	4,500	4,729	800	5,300	
1540-2245-0000	Bush Fire Facilities - Insurance	3,000	1,422	1,578	1,422	Match actual
2622-2245-0000	Magnolia Lodge - Insurance	4,300	3,356	944	3,356	Match actual
3022-2245-0000	Dwellings - Insurance	5,900	3,366	2,534	3,366	Match actual
3024-2285-0000	Youth Flats - Insurance	1,900	1,379	521	1,379	Match actual
3060-2281-0000	Kerbside Pickup Program	15,000	17,920	2,920	17,920	Match actual
3540-2280-0000	Museum - Other Expenses	500	1,764	1,800	2,300	Consolidate lots
3620-2263-0000	Purchase SOL Artworks	1,000	-	1,000	-	
3644-2245-0000	Lockhart Pool - Insurance	6,600	7,691	1,091	7,691	Match actual

Lockhart Shire Council
Ordinary Meeting – 20 November 2017

GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July-	Amendment to	Amended	
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
3646-2245-0000	The Rock Pool - Insurance	6,800	8,100	1,300	8,100	Match actual
3680-2245-0000	Parks & Gardens - Insurance	2,900	4,200	1,300	4,200	Match actual
4560-2275-0000	Quarries - Rates & Water Charges	3,900	4,003	500	4,400	
4560-2390-0000	Quarries Operating Expenses	1,500	1,936	1,500	3,000	
5620-2275-0000	Real Estate - Rates On Land For Sales	16,500	15,161	1,339	15,161	Match actual
5664-2245-0000	Offices & Leases - Insurance	900	1,485	585	1,485	Match actual
5667-2245-0000	Lockhart Memorial Hall - Insurance	3,100	2,340	760	2,340	Match actual
5670-2245-0000	The Rock Med Centre - Insurance	2,000	1,479	521	1,479	Match actual
5670-2275-0000	The Rock Med Centre - Rates & Water Charges	1,200	1,286	500	1,700	
5675-2245-0000	Lockhart Med Centre - Insurance	3,100	2,310	790	2,310	Match actual
Net Decrease to General Fund Expense Accounts				971		
5010-1410-0000	Heavy Vehicle Safety & Productivity Programme			50,000	50,000	final claims re:5040-4600
5010-1411-0000	Fixing Country Roads			50,000	50,000	final claims re:5040-4600
5040-4600-0000	Regional Roads	950,000	82,308	100,000	1,050,000	re,final claims FCR & HVSP
Nil Nett Movement				-		
1060-4610-0000	Depots Improvements	25,000	3,750	11,050	36,050	Budget carry forward from 16/17
2020-2025-0000	Env Services - DCP & S64 Plans		-	3,900	3,900	Budget carry forward from 16/17
2100-2281-0000	Landcare Expenses - Environmental Weeds	6,000	1,150	2,120	8,120	Budget carry forward from 16/17
2100-2283-0000	Noxious Weeds - Invasive Weeds LCA Lands	37,000	7,301	1,400	38,400	Budget carry forward from 16/17
3060-2330-0000	Rubbish Tips - Operating Costs	200,000	65,781	14,350	214,350	Budget carry forward from 16/17
3220-2365-0000	Heritage Fund	15,000	2,014	2,150	17,150	Budget carry forward from 16/17
5490-4600-0000	Asset Purchases - Plant & Equipment	945,000	158,032	15,000	960,000	Budget carry forward from 16/17
5540-4600-0000	Caravan Park Improvements		2,670	11,950	11,950	Budget carry forward from 16/17
5560-2265-0000	Tourism - Memberships	7,500	5,345	4,000	11,500	Budget carry forward from 16/17
5560-2305-0000	Tourism - Advertising	31,000	6,804	3,000	34,000	Budget carry forward from 16/17
5560-2320-0000	Tourism - Workshop Expenses	2,500	730	730	3,230	Budget carry forward from 16/17
Total Budget Balances Carried Forward				69,650		
Net Increase to General Fund Income Accounts				163,024		
Net Decrease to General Fund Expense Accounts				971		
Total Budget Balances Carried Forward				69,650		
NET BUDGET ADJUSTMENT (Inc in Income)				94,345		
Adopted Budget Surplus 2017-18				10,114		
AMENDED BUDGET SURPLUS post SEPT REVIEW				104,459		

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G/L Account No.	Description					
	GOVERNANCE					
0500-2010-0000	Councillors Travel Exp & Sustenance	6,700	1,051		6,700	
0500-2035-0000	Uniform Expenses - Councillors	500	-		500	
0500-2070-0000	Training Expenses - Councillors	8,000	-		8,000	
0500-2225-0000	Mayoral Allowance	25,250	6,313		25,250	
0500-2230-0000	Councillors Fees	91,440	22,865		91,440	
0500-2235-0000	Delegates Expenses - Councillors	12,000	1,106		12,000	
0500-2245-0000	Members Accident Insurance	20,000	19,263	737	19,263	Match actual
0500-2295-0000	Sustenance, Meals - Council	4,500	168		4,500	
0500-2355-0000	Memberships	18,500	18,591	91	18,591	Match actual
0500-2360-0000	Governance Other Exps	9,000	2,151		9,000	
	Sub-Total Expenses	195,890	71,508		195,244	
	ADMINISTRATION					
1020-1010-0000	Certificates - Section 603	5,500	1,435		5,500	
1020-1020-0000	Sundry Admin Income GST	1,500	394		1,500	
1020-1080-0000	Employees Contrib To Vehicle Exps	5,980	1,610		5,980	
1020-1090-0000	Hire/Rental Of Council Chambers & Railway	750	202		750	
1020-1093-0000	OHS - Incentive Payment & Rebates	12,000	-		12,000	
	Sub-Total Income	25,730	3,641		25,730	
1020-2000-0000	Admin - Salaries & Allowances	883,000	201,172		883,000	
1020-2007-0000	Admin - OnCosts(Sup,W/C,FBT)	135,000	18,375		135,000	
1020-2010-0000	Travelling - Admin	35,000	7,193		35,000	
1020-2035-0000	Contribution For Corporate Uniforms	4,500	683		4,500	
1020-2070-0000	Training	50,000	10,671		50,000	
1020-2075-0000	Delegates Expenses	13,000	1,222		13,000	
1020-2090-0000	REROC Membership	17,164	-		17,164	
1020-2110-0000	Interest Expense - Loans	64,300	32,073		64,300	
1020-2125-0000	Bank Charges	14,000	3,832		14,000	
1020-2136-0000	Print & Copier Expenses	37,000	7,692		37,000	
1020-2200-0000	Audit Fees	27,000	12,900		27,000	
1020-2210-0000	Bad & Doubtful Debts	1,500	-		1,500	
1020-2220-0000	Consultants	10,000	1,400		10,000	
1020-2225-0000	Legal Expenses	1,500	907		1,500	

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G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
1020-2245-0000	Insurance Expense	67,000	63,366	3,634	63,366	match actual
1020-2255-0000	Electricity - Admin Building	15,000	3,887		15,000	
1020-2260-0000	Telephone Expenses	40,000	7,916		40,000	
1020-2275-0000	Rates & Water Charges	3,000	1,730		3,000	
1020-2305-0000	Advertising	6,500	5,949	4,000	10,500	
1020-2308-0000	Section 356 Contributions	52,100	16,844		52,100	
1020-2310-0000	Other Expenses Admin	10,000	2,647		10,000	
1020-2311-0000	Valuation Fees	25,000	-		25,000	
1020-2315-0000	Postage	10,000	839		10,000	
1020-2320-0000	Stationery Supplies	14,000	5,420		14,000	
1020-2325-0000	Printing Council Newsletter	15,000	4,056		15,000	
1020-2330-0000	Repairs & Maintenance - Admin Building	7,500	3,217		7,500	
1020-2335-0000	Cleaning Costs - Admin Building	20,000	3,318	5,000	15,000	
1020-2345-0000	Grant Writer Expenses	10,000	-		10,000	
1020-2355-0000	Subscriptions	8,000	5,411	2,000	10,000	
1020-2370-0000	Website Fees/Charges	2,500	1,287		2,500	
1020-2380-0000	IT/Software Lic Expenses	75,000	6,284		75,000	
1020-2385-0000	Recruitment Expenses	7,000	1,880		7,000	
	Sub-Total Expenses	1,680,564	432,169		1,677,930	
	GENERAL REVENUE					
1040-1000-0000	Ordinary Farmland Rates	1,888,946	1,889,396	450	1,889,396	match actual
1040-1020-0000	Residential Rates	11,432	11,523	91	11,523	match actual
1040-1040-0000	Rural Residential Rates	38,206	37,809	397	37,809	match actual
1040-1050-0000	Business Rates	20,524	19,795	729	19,795	match actual
1040-1080-0000	Lockhart Residential Rates	156,668	157,031	363	157,031	match actual
1040-1110-0000	Lockhart Business Rates	55,652	55,175	477	55,175	match actual
1040-1140-0000	The Rock Residential Rates	143,941	145,053	1,112	145,053	match actual
1040-1180-0000	The Rock Business Rates	21,386	21,373	13	21,373	match actual
1040-1190-0000	Yerong Creek Residential Rates	17,873	17,984	111	17,984	match actual
1040-1200-0000	Yerong Creek Business Rates	4,690	4,690	-	4,690	
SUB TOTAL	GENERAL RATES INCOME	2,359,318	2,359,828		2,359,829	
1040-1225-0000	Interest On Rates	8,000	2,128		8,000	

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G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
1040-1231-0000	Interest On Investment	110,000	31,302		110,000	
1040-1400-0000	Financial Assistance Grant - General Component	2,127,399	228,336		2,127,399	
1040-1410-0000	Grants - Pensioner Rate Subsidy	18,600	-		18,600	
1040-2300-0000	Less: Pension Aband Rates Resid	33,800	-		33,800	
	Total GENERAL REVENUE Income	2,230,199	261,765		2,230,199	
	ENGINEERING & WORKS					
1060-1355-0000	Plant Hire Income	1,600,000	405,615		1,600,000	
1060-1375-0000	Engineer & Works-Diesel Fuel Rebate	50,000	10,370		50,000	
1080-1600-0000	Outdoor Staff - Oncost Recoveries	580,000	139,038		580,000	
1060-1520-0000	Other Income - HVIS & Oversize Permits	500	64		500	
	Sub-Total Income	2,230,500	555,087		2,230,500	
1060-2000-0000	Engineering - Salaries & Allowances	364,000	93,207		364,000	
1060-2007-0000	Engineering - OnCosts(Sup,W/C,FBT)	70,000	10,461		70,000	
1060-2010-0000	Engineering - Travelling	37,000	7,969		37,000	
1060-2360-0000	Engineering - Other Expenses	4,500	4,729	800	5,300	
1060-2390-0000	Depot Expenses	45,000	8,676		45,000	
1080-2005-0000	Outdoor Staff - Leave All Types	180,000	37,468		180,000	
1080-2007-0000	Outdoor Staff - On Costs (Superannuation)	205,000	30,098		205,000	
1080-2035-0000	Outdoor Staff - Safety Equipment PPE	15,000	3,855		15,000	
1080-2040-0000	Outdoor Staff - W/Comp Insurances	105,000	17,531		105,000	
1080-2045-0000	Outdoor Staff - W/Comp Excess	1,500	-		1,500	
1080-2500-0000	Plant Running Expenses	900,000	296,260		900,000	
	Sub-Total Expenses	1,927,000	510,254		1,927,800	
	Net Result Surplus/(Deficit)	303,500	44,832		302,700	
	DEPRECIATION					
1490-2900-0000	Depreciation - Plant & Equipment	492,000	123,000		492,000	
1490-2905-0000	Depreciation - Office Equipment	34,000	8,500		34,000	
1490-2910-0000	Depreciation - Furniture & Fittings	9,200	2,300		9,200	
1490-2915-0000	Depreciation - Buildings Non Specialised	25,500	6,375		25,500	
1490-2920-0000	Depreciation - Buildings Specialised	206,000	51,500		206,000	
1490-2925-0000	Depreciation - Structures	116,000	29,000		116,000	
1490-2930-0000	Depreciation - Roads, Bridges, Footpaths	1,930,000	482,500		1,930,000	
1490-2935-0000	Depreciation - Stormwater Drainage	6,200	1,550		6,200	

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		2,818,900	704,725		2,818,900	
	FIRE PROTECTION					
1540-1420-0000	Grant - Hazard Reduction BRIMS	22,400	-		22,400	
	Sub-Total Income	22,400	-		22,400	
1540-2265-0000	NSW Rural Fire Service - Contribution	162,000	-		162,000	
1540-2270-0000	Fire & Rescue NSW - Contribution	17,500	4,358		17,500	
1540-2245-0000	Bush Fire Facilities - Insurance	3,000	1,422	1,578	1,422	match actual
1540-2275-0000	Bush Fire - Rates & Water Charges	3,400	2,797		3,400	
1540-2333-0000	Hazard Reduction Expenses BRIMS	22,400	-		22,400	
1540-2346-0000	Bush Fire - Other Expenses	3,500	13		3,500	
	Sub-Total Expenses	211,800	8,590		210,222	
	Net Result Surplus/(Deficit)	189,400	8,590		187,822	
	ANIMAL CONTROL					
1560-1110-0000	Dog Impounding Fees	750	75		750	
1560-1130-0000	Registration Income	1,500	1,338		1,500	
	Sub-Total Income	2,250	1,413		2,250	
1560-2270-0000	Registration Expenses	4,500	-		4,500	
	Sub-Total Expenses	4,500	-		4,500	
	Net Result Surplus/(Deficit)	2,250	1,413		2,250	
	EMERGENCY SERVICES					
1620-2275-0000	SES - Rates & Water Charges	2,200	1,272		2,200	
1620-2290-0000	SES - Yearly Contributions	5,500	1,352		5,500	
1620-2330-0000	SES - Working Expenses	2,000	690		2,000	
	Sub-Total Expenses	9,700	3,313		9,700	
	ENVIRONMENTAL SERVICES					
2020-1140-0000	Env Services - DA Fees	18,000	8,182	3,000	21,000	
2020-1144-0000	Env Services - Subdivision Fees	2,000	1,660		2,000	
2020-1150-0000	Env Services - Food Inspections	2,500	-		2,500	
2020-1155-0000	Env Services - 149 Planning Certificates	6,500	1,878		6,500	
2020-1160-0000	Env Services - Construction Certificates	8,000	5,102	2,000	10,000	
2020-1165-0000	Env Services - Other Fees	5,000	823		5,000	
2020-1170-0000	Env Services - Occupation Certificates	4,000	1,280		4,000	
2020-1175-0000	Env Services - Compliance Certificate	2,000	362		2,000	

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G/L Account No.	Description					
2020-1180-0000	Env Services - Applic to Install Plumb & Drain	3,000	1,632		3,000	
2020-1405-0000	Env Services - S94A Contributions	18,000	6,240		18,000	
	Sub-Total Income	69,000	27,159		74,000	
2020-2000-0000	Env Services - Salaries & Allowances	174,000	35,271		174,000	
2020-2007-0000	Env Services - OnCosts(Sup,W/C,FBT)	34,000	3,767		34,000	
2020-2010-0000	Env Services - Travelling Expenses	14,500	2,251		14,500	
2020-2025-0000	Env Services - DCP & S64 Plans		-	3,900	3,900	Budget carry forward from 16/17
2020-2275-0000	Env Services - Consultants	5,000	-		5,000	
2020-2280-0000	Env Services - Food Shop Inspections	2,500	-		2,500	
2020-2330-0000	Env Services - Early Warning System Exps	8,000	-		8,000	
2020-2355-0000	Env Services - Accreditation Fees	3,000	1,500		3,000	
2020-2360-0000	Env Services - Other Expenses	500	1,370		500	
	Sub-Total Expenses	241,500	44,159		245,400	
	Net Result Surplus/(Deficit)	172,500	17,000		171,400	
	FLOOD STUDIES & MITIGATION WORKS					
2020-1411-0000	Env Services - Flood Mit. Voluntary Purchase Grant	540,000	-		540,000	
	Sub-Total Income	540,000	-		540,000	
2020-2340-0000	Env Services - Flood Mit. Voluntary Purchase	630,000	813		630,000	
	Sub-Total Expenses	630,000	813		630,000	
	Net Result Surplus/(Deficit)	90,000	813		90,000	
	NOXIOUS WEEDS					
2100-1400-0000	Noxious Plt-Grants - Inspectorial	54,800	-		54,800	
2100-1420-0000	Grants - VCL - Noxious Pests	3,000	-		3,000	
	Sub-Total Income	57,800	-		57,800	
2100-2000-0000	Noxious Weeds - Inspectors Salary	61,000	13,319		61,000	
2100-2007-0000	Noxious Weeds - OnCosts(Sup,W/C,FBT)	9,500	1,460		9,500	
2100-2010-0000	Noxious Weeds - Travelling	4,500	911		4,500	
2100-2280-0000	Destruction Of Pests	6,000	1,170		6,000	
2100-2281-0000	Landcare Expenses - Environmental Weeds	6,000	1,150	2,120	8,120	Budget carry forward from 16/17
2100-2283-0000	Noxious Weeds - Invasive Weeds LCA Lands	37,000	7,301	1,400	38,400	Budget carry forward from 16/17
2100-2285-0000	Noxious Weeds - Other Expenditure	750	677		750	
2100-2365-0000	Noxious Weeds - ERNWAG M'Ship	2,600	-		2,600	
	Sub-Total Expenses	127,350	25,987		130,870	

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	Net Result Surplus/(Deficit)	69,550	25,987		73,070	
	OUT OF SCHOOL HOURS CARE					
2560-1205-0000	OSHC - Customer Payments	88,000	32,438		88,000	
2560-1405-0000	OSHC - Australian Government Operating Grant	27,000	6,923		27,000	
	Sub-Total Income	115,000	39,361		115,000	
2560-2000-0000	OSHC - Wages & Salaries	90,000	21,834		90,000	
2560-2007-0000	OSHC - On Costs (Super & W/Comp)	9,000	2,098		9,000	
2560-2370-0000	OSHC - Sundry Expenses	15,000	2,650		15,000	
	Sub-Total Expenses	114,000	26,582		114,000	
	Net Result Surplus/(Deficit)	1,000	12,778		1,000	
	YOUTH SERVICES					
2580-1400-0000	Grant - Youth Week	1,200	-		1,200	
2580-2265-0000	Youth Services	9,000	2,545		9,000	
2580-2270-0000	Youth Officer	23,000	-		23,000	
2600-2270-0000	KAB NSW - EnviroMentors	3,500	3,387		3,500	
	Sub-Total Expenses	35,500	5,932		35,500	
	Net Result Surplus/(Deficit)	34,300	5,932		34,300	
	MAGNOLIA LODGE					
2622-1345-0000	Magnolia Lodge - Rent	37,000	9,016		37,000	
2622-2245-0000	Magnolia Lodge - Insurance	4,300	3,356	944	3,356	match actual
2622-2255-0000	Magnolia Lodge - Electricity	1,500	383		1,500	
2622-2275-0000	Magnolia Lodge - Rate & Water Charges	11,000	7,221		11,000	
2622-2330-0000	Magnolia Lodge - Repairs & Maint	15,000	1,202		15,000	
	Sub-Total Expenses	31,800	12,162		30,856	
	Net Result Surplus/(Deficit)	5,200	3,146		6,144	
	COUNCIL HOUSING					
3022-1345-0000	Dwellings - Rent	29,000	8,034		29,000	
3022-2245-0000	Dwellings - Insurance	5,900	3,366	2,534	3,366	match actual
3022-2275-0000	Dwellings - Rates & Water Charges	5,600	3,690		5,600	
3022-2330-0000	Dwellings - Repairs & Maint	9,000	215		9,000	
	Sub-Total Expenses	20,500	7,270		17,966	
	Net Result Surplus/(Deficit)	8,500	764		11,034	
	YOUTH FLATS					

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G/L Account No.	Description					
3024-1346-0000	Youth Flats - Rents	13,500	4,240		13,500	
3024-2275-0000	Youth Flats - Rates & Water Charges	4,400	2,922		4,400	
3024-2285-0000	Youth Flats - Insurance	1,900	1,379	521	1,379	match actual
3024-2330-0000	Youth Flats - Repairs & Maint	8,000	22		8,000	
	Sub-Total Expenses	14,300	4,323		13,779	
	Net Result Surplus/(Deficit)	800	83		279	
	DOMESTIC WASTE MANAGEMENT					
3060-1000-0000	DWM Charge - Residential	351,168	352,594	1,426	352,594	Match Actual
3060-1010-0000	DWM Charge - Residential Vacant	10,659	10,914	255	10,914	Match Actual
3060-1020-0000	WM - Additional Collections	8,174	8,174	-	8,174	
3060-1030-0000	WM - Non-Residential	45,384	45,012	372	45,012	Match Actual
3060-1040-0000	WM - Non-Residential Additional Services	14,152	14,762	610	14,762	Match Actual
3060-1015-0000	WM - Non-Residential Vacant	3,162	3,162	-	3,162	
3060-1070-0000	Tip Availability Fee	19,431	19,491	60	19,491	Match Actual
3060-1135-0000	Tipping Fees	18,000	15,627		18,000	
3060-1340-0000	WM - Sale of Big Bins	3,000	843		3,000	
3060-1410-0000	Pensioner Rebate - DWM	19,000	-		19,000	
	Sub-Total Income	492,130	470,578		494,109	
3060-2265-0000	Tidy Towns Competition	1,200	-		1,200	
3060-2275-0000	Rubbish Tip - Rates Council Property	1,100	1,072		1,100	
3060-2280-0000	Waste Management - Other	20,000	4,967		20,000	
3060-2281-0000	Kerbside Pickup Program	15,000	17,920	2,920	17,920	Match Actual
3060-2300-0000	Pensioner Abandoned Rates - Combined	35,000	2		35,000	
3060-2301-0000	Recycling - Lions Club Lockhart	3,200	-		3,200	
3060-2302-0000	Recycling Expenses	2,500	-		2,500	
3060-2303-0000	Recycling Charges - Cleanaway	89,000	7,615		89,000	
3060-2304-0000	Waste Mgt Charges - Cleanaway	108,000	23,111		108,000	
3060-2330-0000	Rubbish Tips - Operating Costs	200,000	65,781	14,350	214,350	Budget carry forward from 16/17
	Sub-Total Expenses	475,000	120,469		492,270	
	Net Result Surplus/(Deficit)	17,130	350,109		1,839	
	PUBLIC CEMETERIES & TOILETS					
3180-1100-0000	Public Cemeteries	50,000	15,156		50,000	
3180-2275-0000	Public Cemeteries - Rates & Water Charges	10,000	932		10,000	

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G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
3180-2330-0000	Public Cemeteries - Repairs & Mntce	66,000	17,942		66,000	
	Sub-Total Expenses	76,000	18,874		76,000	
	Net Result Surplus/(Deficit)	26,000	3,718		26,000	
	HERITAGE					
3220-1400-0000	Heritage Grants	4,000	-		4,000	
3220-1420-0000	Heritage Advisor Grant	5,000	-		5,000	
	Sub-Total Income	9,000	-		9,000	
3220-2360-0000	Heritage Advisor	12,000	2,013		12,000	
3220-2365-0000	Heritage Fund	15,000	2,014	2,150	17,150	Budget carry forward from 16/17
3220-2375-0000	Heritage Other Expenses	500	-		500	
	Sub-Total Expenses	27,500	4,026		29,650	
	Net Result Surplus/(Deficit)	18,500	4,026		20,650	
	PUBLIC LIBRARIES					
3520-1400-0000	Library - Per Capita Subsidy	15,600	-		15,600	
3520-1410-0000	Library - Local Special Project Grant	4,500	-		4,500	
		20,100	-		20,100	
3520-2000-0000	Library - Salaries & Wages	3,000	511		3,000	
3520-2265-0000	Library - Contribution To R.R.L.	112,000	53,786		112,000	
3520-2270-0000	Library - Wi Fi Expenditure	2,000	1,240		2,000	
3520-2360-0000	Library - Other Expenses	1,000	709		1,000	
	Sub-Total Expenses	118,000	56,246		118,000	
	Net Result Surplus/(Deficit)	97,900	56,246		97,900	
	MUSEUMS					
3540-1403-0000	Museum - Advisor Grant	7,000	-		7,000	
3540-1405-0000	Museum - Advisor Travel Grant	3,000	-		3,000	
	Sub-Total Income	10,000	-		10,000	
3540-2270-0000	Museum - Advisor	14,000	1,400		14,000	
3540-2271-0000	Museum - Advisor Travel	3,000	299		3,000	
3540-2272-0000	Museum - Advisor Special Projects	1,000	-		1,000	
3540-2275-0000	Museum - Rates & Water Charges	2,200	1,469		2,200	
3540-2280-0000	Museum - Other Expenses	500	1,764	1,800	2,300	Consolidate lots
3540-2330-0000	Museum - Restoration R&M	1,000	-		1,000	
	Sub-Total Expenses	21,700	4,932		23,500	

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GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July-	Amendment to	Amended	Comments
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	
	Net Result Surplus/(Deficit)	11,700	4,932		13,500	
	PUBLIC HALLS					
3600-2265-0000	Public Halls - Subsidies S356	15,500	15,500		15,500	
3600-2330-0000	Public Halls - Repairs & Maint	4,000	-		4,000	
	Sub-Total Expenses	19,500	15,500		19,500	
	OTHER CULTURAL SERVICES					
3620-2263-0000	Purchase SOL Artworks	1,000	-	1,000	-	
3620-2265-0000	Contribution To ERAP	3,900	3,873		3,900	
	Sub-Total Expenses	4,900	3,873		3,900	
	LOCKHART POOL					
3644-2100-0000	Lockhart Pool - Contractor Payments	18,000	5,000		18,000	
3644-2245-0000	Lockhart Pool - Insurance	6,600	7,691	1,091	7,691	Match actual
3644-2255-0000	Lockhart Pool - Electricity	9,500	330		9,500	
3644-2260-0000	Lockhart Pool - Telephone	200	69		200	
3644-2275-0000	Lockhart Pool - Rates & Water Charges	6,000	703		6,000	
3644-2330-0000	Lockhart Pool - Repairs & Maint	25,000	197		25,000	
	Sub-Total Expenses	65,300	13,991		66,391	
	THE ROCK POOL					
3646-2100-0000	The Rock Pool - Contractor Payments	18,000	-		18,000	
3646-2245-0000	The Rock Pool - Insurance	6,800	8,100	1,300	8,100	Match actual
3646-2255-0000	The Rock Pool - Electricity	4,500	290		4,500	
3646-2260-0000	The Rock Pool - Telephone	200	69		200	
3646-2275-0000	The Rock Pool - Rates & Water Charges	6,300	-		6,300	
3646-2330-0000	The Rock Pool - Repairs & Maint	20,000	194		20,000	
	Sub-Total Expenses	55,800	8,653		57,100	
	PARKS & GARDENS					
3680-2000-0000	Parks & Gardens - Inspections	3,200	668		3,200	
3680-2245-0000	Parks & Gardens - Insurance	2,900	4,200	1,300	4,200	Match actual
3680-2255-0000	Parks & Gardens - Electricity	5,600	945		5,600	
3680-2265-0000	Parks & Gardens - S.356 Sub To Comm	52,400	52,400		52,400	
3680-2275-0000	Parks & Gardens - Rates & Water	23,000	7,402		23,000	
3680-2330-0000	Parks & Gardens - Repairs & Maint	257,000	64,057		257,000	
3680-2331-0000	Public Toilets - Repairs & Maint	27,000	6,947		27,000	

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GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July-	Amendment to	Amended	
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
3680-2346-0000	Parks & Gardens - Minor Plant Purch	4,000	188		4,000	
	Sub-Total Expenses	375,100	136,807		376,400	
	QUARRIES & PITS					
4560-2275-0000	Quarries - Rates & Water Charges	3,900	4,003	500	4,400	
4560-2390-0000	Quarries Operating Expenses	1,500	1,936	1,500	3,000	
	Sub-Total Expenses	5,400	5,939		7,400	
	TRANSPORT & ROADS					
5010-1400-0000	Financial Assistance Grant - Roads Component	1,247,983	131,938		1,247,983	
5010-1402-0000	R2R Grant - Roads To Recovery Program	1,413,037	-		1,413,037	
5010-1405-0000	Block Grant - Regional Rds Op	874,000	214,250		874,000	
5010-1406-0000	Block Grant - Regional Rds Supplementary Op	101,000	25,250		101,000	
5010-1407-0000	Block Grant - Regional Rds Traffic Control Op	68,000	16,750		68,000	
5020-1400-0000	PAMP Grant - Pedestrian Access & Mobility Plan	22,500	-		22,500	
5040-1480-0000	RMS Grant - Reg Rds Repair Program - RRRP	170,000	-		170,000	
5010-1411-0000	Fixing Country Roads			50,000	50,000	final claims re:5040-4600
5010-1410-0000	Heavy Vehicle Safety & Productivity Programme			50,000	50,000	final claims re:5040-4600
	Sub-Total Income	3,896,520	388,188		3,996,520	
5020-2330-0000	Urban Roads R&M	20,000	12,502		20,000	
5040-2330-0000	Regional Roads R&M	290,000	51,870		290,000	
5065-2330-0000	Rural Rds Sealed R&M	160,000	45,451		160,000	
5100-2330-0000	Rural Rds Unsealed R&M	480,000	302,393		480,000	
5100-2331-0000	Culverts R&M	30,000	-		30,000	
5260-2330-0000	Footpaths, Kerb&Gutter R&M	10,000	7,340		10,000	
	Sub-Total Expenses	990,000	419,556		990,000	
5280-2330-0000	Airstrip Maintenance	8,000	422		8,000	
5320-2330-0000	Bus Shelters Repairs & Maint	2,000	-		2,000	
5400-2330-0000	Street Lighting	49,000	8,479		49,000	
5420-2265-0000	Road Safety Officer	20,000	-		20,000	
5420-2330-0000	Trees - Repairs & Maint	65,000	16,102		65,000	
5425-2332-0000	Street Cleaning - Repairs & Maint	50,000	115		50,000	
	Sub-Total Expenses	194,000	25,119		194,000	
	Sub-Total Expenses	1,184,000	444,675		1,184,000	
	Net Result Surplus/(Deficit)	2,712,520	56,487		2,812,520	

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GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July	Amendment to	Amended	
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	Comments
	CARAVAN PARK					
5540-1150-0000	Caravan Park - Rent	40,000	13,123		40,000	
5540-1170-0000	Caravan Park - Washing Machine	500	518		500	
	Sub-Total Income	40,500	13,642		40,500	
5540-2255-0000	Caravan Park - Electricity Charges	9,500	2,994		9,500	
5540-2275-0000	Caravan Park - Rates & Water Charges	7,500	2,978		7,500	
5540-2290-0000	Caravan Park - Caretakers Commission	28,600	6,143		28,600	
5540-2330-0000	Caravan Park - Repairs & Maint	13,000	4,170		13,000	
	Sub-Total Expenses	58,600	16,285		58,600	
	Net Result Surplus/(Deficit)	18,100	2,643		18,100	
	TOURISM & AREA PROMOTION					
5560-2070-0000	Tourism - Delegates Expenses	2,400	80		2,400	
5560-2265-0000	Tourism - Memberships	7,500	5,345	4,000	11,500	Budget carry forward from 16/17
5560-2305-0000	Tourism - Advertising	31,000	6,804	3,000	34,000	Budget carry forward from 16/17
5560-2308-0000	Tourism - Printing	3,000	945		3,000	
5560-2315-0000	Tourism - Promotional Material	3,000	1,225		3,000	
5560-2320-0000	Tourism - Workshop Expenses	2,500	730	730	3,230	Budget carry forward from 16/17
5560-2330-0000	Tourism - Information Bay	4,300	-		4,300	
5560-2350-0000	Economic Development Promotion	10,000	1,827		10,000	
5560-2360-0000	Tourism - Other Expenses	1,000	395		1,000	
	Sub-Total Expenses	64,700	17,350		72,430	
	INDUSTRIAL DEVELOPMENT					
5580-2330-0000	Industrial Park - Repairs & Maint	1,000	-		1,000	
5580-2375-0000	Industrial Park - Rates & Water Charges	10,000	10,587		10,000	
	Sub-Total Expenses	11,000	10,587		11,000	
	REAL ESTATE DEVELOPMENT					
5620-1910-0000	Real Estate - Profit On Sale Of Land			155,534	155,534	Carson Rd
5620-2275-0000	Real Estate - Rates On Land For Sales	16,500	15,161	1,339	15,161	Match actual
	PRIVATE & OTHER WORKS					
5662-1125-0000	Private Works Minor	10,000	8,561		10,000	
5662-1130-0000	Private Works Major	150,000	-		150,000	
	Sub-Total Income	160,000	8,561		160,000	
5662-2375-0000	Private Works Expense	150,000	476		150,000	

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GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July-	Amendment to	Amended	Comments
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	
	Net Result Surplus/(Deficit)	10,000	8,086		10,000	
	OFFICES & LEASES					
5664-1345-0000	Offices & Leases - Income	7,000	-		7,000	
5664-2245-0000	Offices & Leases - Insurance	900	1,485	585	1,485	Match actual
5664-2275-0000	Offices & Leases - Rates & Water	13,500	12,594		13,500	
5664-2330-0000	Offices & Leases - Repairs & Maintenance	5,000	-		5,000	
	Sub-Total Expenses	19,400	14,079		19,985	
	Net Result Surplus/(Deficit)	12,400	14,079		12,985	
	LOCKHART MEMORIAL HALL					
5667-1901-0000	Lockhart Memorial Hall - Hire Income	1,200	747		1,200	
5667-2245-0000	Lockhart Memorial Hall - Insurance	3,100	2,340	760	2,340	Match actual
5667-2275-0000	Lockhart Memorial Hall - Rates & Water Charges	1,100	1,361		1,100	
5667-2330-0000	Lockhart Memorial Hall - Repairs & Maint	3,000	-		3,000	
5667-2335-0000	Lockhart Memorial Hall - Electricity	2,200	517		2,200	
	Sub-Total Expenses	9,400	4,218		8,640	
	Net Result Surplus/(Deficit)	8,200	3,471		7,440	
	THE ROCK MEDICAL CENTRE					
5670-1901-0000	The Rock Med Centre - Rent	12,500	3,101		12,500	
5670-2245-0000	The Rock Med Centre - Insurance	2,000	1,479	521	1,479	Match actual
5670-2275-0000	The Rock Med Centre - Rates & Water Charges	1,200	1,286	500	1,700	
5670-2300-0000	The Rock Med Centre - R & M	3,000	-		3,000	
	Sub-Total Expenses	6,200	2,765		6,179	
	Net Result Surplus/(Deficit)	6,300	337		6,321	
	LOCKHART MEDICAL CENTRE					
5675-1900-0000	Lockhart Med Centre - Rent	7,900	3,382		7,900	
5675-2245-0000	Lockhart Med Centre - Insurance	3,100	2,310	790	2,310	Match actual
5675-2256-0000	Lockhart Med Centre - Electricity	1,250	316		1,250	
5675-2275-0000	Lockhart Med Centre - Rates & Water Charges	1,500	1,313		1,500	
5675-2300-0000	Lockhart Med Centre - Repairs & Maint	3,500	341		3,500	
	Sub-Total Expenses	9,350	4,280		8,560	
	Net Result Surplus/(Deficit)	1,450	898		660	
	Total Operating Income	10,293,547	3,628,246		10,556,571	

GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July-	Amendment to	Amended	Comments
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	
Total Operating Expenditure		8,690,454	2,232,322		8,721,133	
Net Operating Surplus/(Deficit)		1,603,093	1,395,924		1,835,438	
CAPITAL WORKS, ACQUISITION & SALE OF ASSETS						
TRANSPORT & COMMUNICATION						
5040-4600-0000	Regional Roads	950,000	82,308	100,000	1,050,000	re:final claims FCR & HVSP
5065-4600-0000	Rural Roads Sealed	1,832,459	115,099		1,832,459	
5110-4600-0000	Unsealed Rural Roads	740,000	206,006		740,000	
5260-4600-0000	Footpath Construction	45,000	7,158		45,000	
5265-4600-0000	Kerb & Gutter	30,000	-		30,000	
Sub-Total Roads Capital Expenses		3,597,459	410,571		3,697,459	
5490-4900-0000	Asset Sales - Plant & Equipment	246,000	-		246,000	
1490-3289-0000	Real Estate & Other Deferred Debtors	19,000	-		19,000	
Sub-Total Other Capital Income		265,000	-		265,000	
FLOOD STUDIES & MITIGATION WORKS						
2020-1410-0000	Env Services - Flood Mit. Construction Grant	556,407	-		556,407	
Sub-Total Income		556,407	-		556,407	
2020-4600-0000	Env Services - Flood Mit. Construction	649,142	25,166		649,142	
Sub-Total Expenses		649,142	25,166		649,142	
Net Result Surplus/(Deficit)		(92,735)	(25,166)		(92,735)	
SWIMMING POOLS IMPROVEMENTS						
3644-1210-0000	Swimming Pool Loan Funds (refer note p21)				-	
3644-4600-0001	Swimming Pools Capital Works (refer note p21)				-	
CAPITAL WORKS & ACQUISITIONS						
1020-4605-0000	Computer Asset Purchases	43,000	8,748		43,000	
1490-5100-0000	Loans - Repayments (Principal)	36,220	-		36,220	
1060-4610-0000	Depots Improvements	25,000	3,750	11,050	36,050	Budget carry forward from 16/17
2020-4605-0000	Dog Pound Upgrade	8,000	-		8,000	
3680-4600-0000	Parks & Gardens Improvements	35,000	3,775		35,000	
5490-4600-0001	Keys & Padlock System	30,000			30,000	
5540-4600-0000	Caravan Park Improvements		2,670	11,950	11,950	Budget carry forward from 16/17

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GENERAL FUND - INCOME & EXPENDITURE		2017/18	Actuals July	Amendment to	Amended	Comments
G/L Account No.	Description	Operational Plan Estimates	Sept 2017	Original Budget	Budget post Sept Review	
5990-3370-0000	Land Development - Carson Rd	350,000	26,983		350,000	
5490-4600-0000	Asset Purchases - Plant & Equipment	945,000	158,032	15,000	960,000	Budget carry forward from 16/17
	Sub-Total Other Capital Expenses	1,472,220	203,959		1,510,220	
	TOTAL CAPITAL INCOME	821,407	-		821,407	
	TOTAL CAPITAL EXPENDITURE	5,718,821	639,695		5,856,821	
	CAPITAL SURPLUS/(DEFICIT)	(4,897,414)	(639,695)		(5,035,414)	
MOVEMENTS IN RESTRICTED ASSETS						
1490-1716-0000	Transfer from:Infrastructure Reserve-Flood Mitigation	92,735	-		92,735	
1490-1716-0000	Transfer from:Infrastructure Reserve-Carson Rd, The Rock	350,000	-		350,000	
1490-1716-0000	Transfer from:Infrastructure Reserve-Swimming Pools		-		-	
1490-1715-0000	Transfer from:Election Expenses		-		-	
	Total Transfers from Reserves	442,735	-		442,735	
1490-2704-0000	Transfer to:Plant Reserve					
1490-2715-0000	Transfer to:Future Election Expenses	6,000	-		6,000	
1490-2716-0000	Transfer to:Future Infrastructure Reserve	-	-		-	
1490-2717-0000	Transfer to:Natural Disaster	11,200	-		11,200	
1490-2728-0000	Transfer to: S94A Reserve	18,000	-		18,000	
1490-2725-0000	Transfer to:Future Landfill Land Acquisition	2,000	-		2,000	
	Total Transfers to Reserves	37,200	-		37,200	
	Net Transfer (to)/from Reserves	405,535	-		405,535	
1060-1550-0000	Amounts Payable By Other Fund	80,000	-		80,000	
	Total INCOME from Other Funds	80,000	-		80,000	
	Sub Total NET Surplus/(Deficit)	(2,808,786)	756,229		(2,714,441)	
	Add Back Depreciation	2,818,900	704,725		2,818,900	
	Budget Surplus/(Deficit)	10,114	1,460,954		104,459	

Lockhart Shire Council
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SEWER FUND - INCOME & EXPENDITURE		2017/18 Operational Plan Estimates	Actuals July- Sept 2017	Amendment to Original Budget	Amended Budget post Sept Review	Comments
G/L Account No.	Description					
8405-1010-0000	Sewer Residential	333,135	337,590	4,455	337,590	Match actual
8405-1020-0000	Sewer Residential Vacant	21,250	21,250		21,250	
8405-1025-0000	Sewer Non-Residential	75,417	74,361	1,056	74,361	Match actual
8405-1060-0000	Sewer Non-Residential Vacant	8,656	8,680	24	8,680	Match actual
8405-1100-0000	Treated Effluent Water-Lockhart	7,000	-		7,000	
8405-1200-0000	Sewer Interest On Investments	24,000	5,599		24,000	
8405-1220-0000	Sewer Interest on Rates	2,000	519		2,000	
8405-1310-0000	Sewer Connection Fees	1,300	2,724	1,424	2,724	Match actual
8405-1410-0000	Sewer Pensioner Rebate	10,600	-		10,600	
	Total Operating Income	483,359	450,723		488,206	
	Operating Expenditure					
8405-2005-0000	Sewer All Leave Types	9,000	2,557		9,000	
8405-2007-0000	Sewer OnCosts(Super, W/Comp)	7,000	1,392		7,000	
8405-2070-0000	Sewer Training	3,000	-		3,000	
8405-2110-0000	Sewer Interest - Loans	27,200	-		27,200	
8405-2220-0000	Sewer Consultants	20,000	-		20,000	
8405-2245-0000	Sewer Insurances	1,600	1,140	460	1,140	Match actual
8405-2255-0000	Sewer Treatment Works Electricity	32,000	6,213		32,000	
8405-2260-0000	Sewer Telephone	1,000	138		1,000	
8405-2275-0000	Sewer Rates & Water Charges	8,500	5,955		8,500	
8405-2280-0000	Sewer Sundries	2,000	-		2,000	
8405-2300-0000	Sewer Pensioner Rebate Exp	19,500	-		19,500	
8405-2330-0000	Effluent Reuse R&M	18,000	1,686		18,000	
8405-2331-0000	Sewer Mains R&M	15,000	244		15,000	
8405-2332-0000	Sewer Pump Stations R&M	30,000	10,972		30,000	
8405-2333-0000	Sewer Treatment Works R&M	100,000	26,054		100,000	
8405-2900-0000	Sewer Depreciation	165,000	41,250		165,000	
	Total Operating Expenditure	458,800	97,602		458,340	
	Operating Surplus/(Deficit)	24,559	353,122		29,866	

SEWER FUND - INCOME & EXPENDITURE		2017/18 Operational Plan Estimates	Actuals July- Sept 2017	Amendment to Original Budget	Amended Budget post Sept Review	Comments
Capital Income						
8405-1230-0000	Sewer Expansion Loan	1,000,000		150,000	1,150,000	2018-19 works b/fwd
		1,000,000	-		1,150,000	
Capital Renewals						
8405-4600-0000	Sewer Capital Renewals	185,000	160,613		185,000	
8405-4600-0001	Sewer Expansion The Rock	1,100,000		150,000	1,250,000	2018-19 works b/fwd
8405-5100-0000	Sewer Loans - Repayments (Principals)	33,900	-		33,900	
		1,318,900	160,613		1,468,900	
Transfer from Reserves (Income)						
8405-1701-0000	Tfr From Sewer Infrastructure Reserve	215,000	-		215,000	
Transfer to Reserves (Expenditure)						
8405-2701-0000	Tfr To Sewer Infrastructure Reserve	-	-		-	
Internal Expenditure						
8405-2450-0000	Administration Expenses	40,000	-		40,000	
8405-2460-0000	Technical Staff Services	40,000	-		40,000	
		80,000	-		80,000	
	Add back Depreciation Expense (non-cash)	165,000	41,250		165,000	
Net Surplus/(Deficit)		5,659	233,759	5,307	10,966	

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Cash & Investments Budget Review Statement

Budget review for the quarter ended 30 September 2017

Cash & Investments - make a choice >>>

(\$000's)	Original Budget 2017/18	Approved Changes			Revised Budget 2017/18	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Mar QBRS						
Externally Restricted ⁽¹⁾									
Developer Contributions - General	208,000			208,000			208,000	208,000	
Developer Contributions - Sewer Fund	6,000			6,000			6,000	5,616	
Specific Purpose Unexpended Grants	96,000			96,000			96,000	96,000	
Sewerage Services	2,075,000			2,075,000			2,075,000	2,075,000	
Total Externally Restricted	2,385,000	-	-	2,385,000	-		2,385,000	2,384,616	
<small>(1) Funds that must be spent for a specific purpose</small>									
Internally Restricted ⁽²⁾									
Computer Software Upgrade	40,000	-		40,000			40,000	40,000	
Disaster Reserve	134,000			134,000			134,000	134,000	
Economic Development	75,000			75,000			75,000	75,000	
Employees Leave Entitlement	775,000			775,000			775,000	775,501	
Flood Damages Reserve	229,000			229,000			229,000	229,000	
Future Election Expenses	-			-			-	-	
Future Infrastructure Improvements/Replacement	837,000			837,000			837,000	837,150	
Future Landfill Land Acquisition	22,000			22,000			22,000	22,000	
Galore Hill Reserve	16,000			16,000			16,000	16,229	
Gravel Pit Reserve	213,000			213,000			213,000	213,000	
Lockhart Recreation Ground	10,000			10,000			10,000	10,000	
Lockhart Swimming Pool	18,000			18,000			18,000	17,642	
Magolia Lodge Admin Fee	52,000			52,000			52,000	51,500	
Plant & Vehicle Replacement	13,000			13,000			13,000	13,000	
Advanced FAGs-General Component	1,100,000			1,100,000			1,100,000	1,100,000	
Advanced FAGs-Roads Component	764,000			764,000			764,000	764,000	
Public Halls	12,000			12,000			12,000	12,000	
Unallocated Funds	169,000			169,000			169,000	169,000	
Youth Flats	28,000			28,000			28,000	27,505	
Total Internally Restricted	4,507,000	-	-	4,507,000	-		4,507,000	4,506,527	
<small>(2) Funds that Council has earmarked for a specific purpose</small>									
Unrestricted (ie. available after the above Restrictions)	1,171,465	-	-	1,171,465	-		1,171,465	1,172,322	
Total Cash & Investments	8,063,465			8,063,465			8,063,465	8,063,465	

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Contracts Budget Review Statement

Budget review for the quarter ended 30 September 2017

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

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Cleanaway	Domestic Waste & Recycling	\$ 176,000.00	01/07/17	12 months	Y	
Tim Mitchell Constructions	The Rock Sewer Project	\$ 837,700.00	23/08/17	8 months	Y	

Lockhart Shire Council

Quarterly Budget Review Statement
for the period 01/07/17 to 30/09/17

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	1,400	Y
Legal Fees	907	Y

Definition of a consultant:

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

Comments

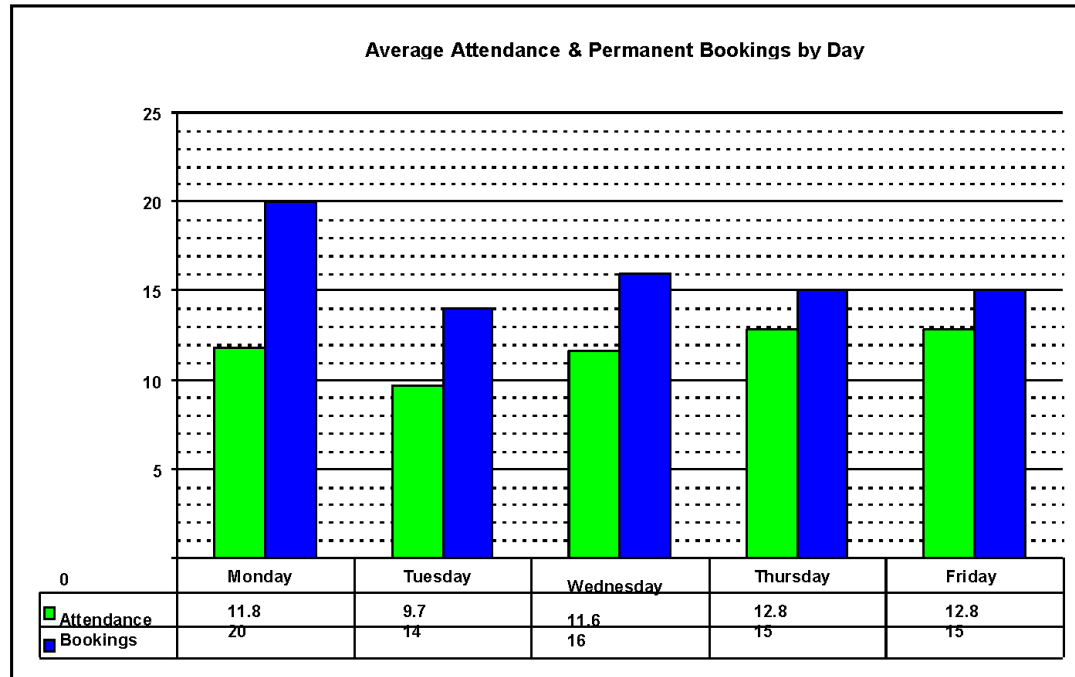
Expenditure included in the above YTD figure but not budgeted includes:

Details

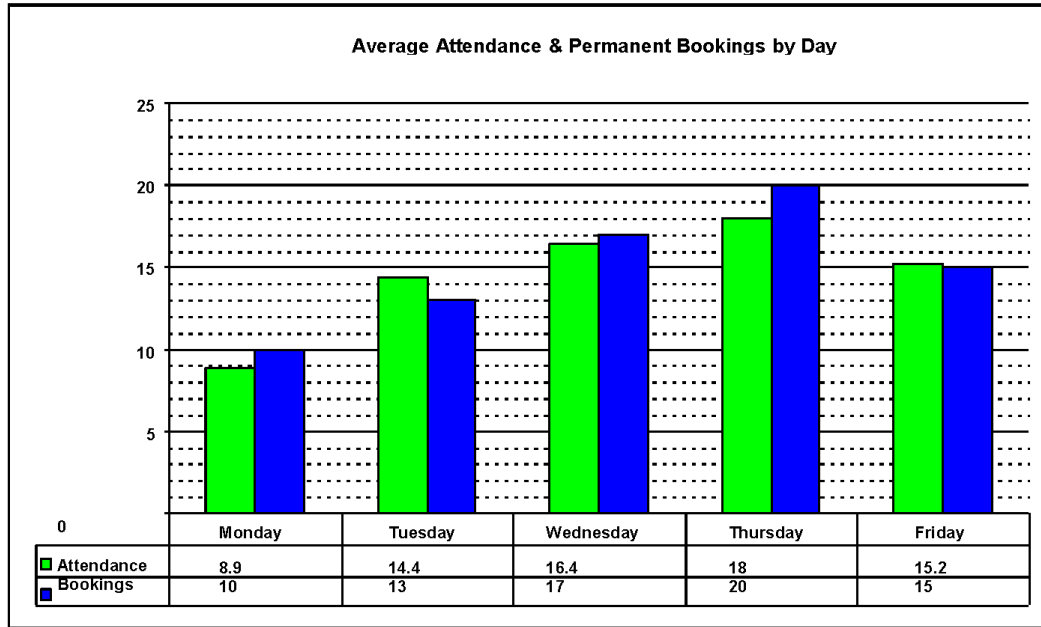
Rockoosh

Attendance Graphs: 1/07/2017 - 30/09/2017

Before School Care



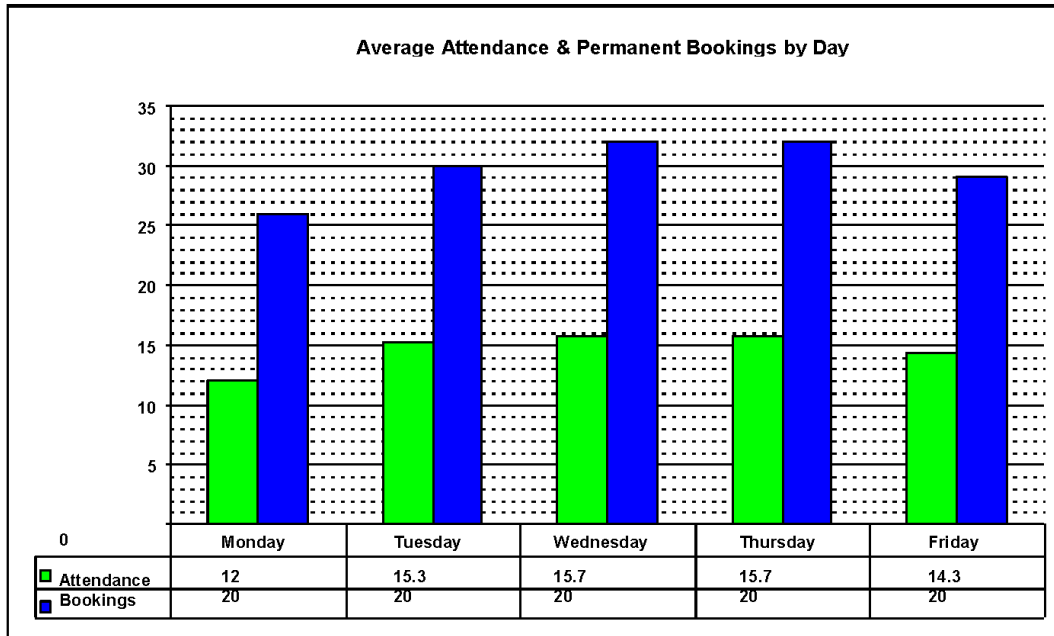
Rockoosh
Attendance Graphs: 1/07/2017 - 30/09/2017
After School Care



Rockoosh

Attendance Graphs: 1/07/2017 - 30/09/2017

Vacation Care



19. 2016-17 ANNUAL REPORT

(GM/A50-005)

Executive Summary

Council is required, within five months after the end of each financial year, to prepare an annual report for that year reporting as to its achievements in implementing its deliver program. A draft 2016-17 Lockhart Shire Council Annual Report is tabled for Council's endorsement.

Report

Section 428 of the Local Government Act provides that Council must prepare an annual report within five months after the end of each financial year i.e. by 30 November. The annual report must include the following information:

- 1) A report on Council's achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed;
- 2) A copy of the Council's audited financial reports prepared in accordance with the *Local Government Code of Accounting Practice and Financial Reporting* published by the Department, as in force from time to time;
- 3) In the year in which an ordinary election of Councillors is held the annual report must include a report as to the state of the environment in the local government area, i.e. a state of the environment report; and
- 4) Such other information or material as the regulations or the guidelines under section 406 may require.

With respect to 4) above the Local Government (General) Regulation specifies the following information to be included in Council's annual report;

- a) Details of any overseas visits undertaken by councillors, council staff or other persons representing the Council.
- b) Total cost of the payment of expenses and provision of facilities to councillors in relation to their civic functions.
- c) Details of each contract awarded by the Council during the year (whether as a result of a tender or otherwise) with a value in excess of \$150,000.
- d) Amounts incurred by the council during the year in relation to legal proceedings taken by or against the Council.
- e) Resolutions made by Council during the year under section 67 (3) of the Local Government Act concerning work carried out on private land.
- f) The total amount contributed or otherwise granted under section 356 of the Local Government Act.
- g) A statement of all external bodies that during the year exercised functions delegated by the Council.
- h) A statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which the Council held a controlling interest or participated in.
- i) Activities undertaken by Council during the year to implement its equal employment opportunity management plan.
- j) The total remuneration comprised in the remuneration package of the general manager during the year.
- k) Total remuneration comprised in the remuneration package of all senior staff members (other than the general manager).
- l) Activities undertaken by Council in relation to enforcing and ensuring compliance with the Companion Animals Act 1998 and regulations made under that Act.
- m) Rates and charges written off during the year.

A copy of the Draft 2016-17 Annual Report incorporating Parts 1), 3) and 4) has been separately distributed to Councillors.

The audited financial reports, prepared in accordance with the *Local Government Code of Accounting Practice and Financial Reporting*, and which are also required to be included in the Annual Report, i.e. Part 2), are the subject of a separate report to Council (refer agenda item 17).

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Section 428 of the Local Government Act provides that Council must prepare an annual report within five months after the end of each financial year, i.e. by 30 November.

A copy of the Council's annual report must be posted on the Council's website and provided to the Minister and such other persons and bodies as the regulations may require.

Budget & Financial Aspects

Nil.

Attachment

A Draft 2016-17 Annual Report has been separately distributed to Councillors.

Recommendation: That the 2016-17 Annual Report be endorsed and the General Manager be authorised to forward a copy of the Report to the Minister for Local Government.

Notes:

20. DRAFT MODEL CODE OF CONDUCT – CONSULTATION DRAFT (GM/C40-005)

Executive Summary

At its meeting held on 20 March 2017 Council adopted The Model Code of Conduct prescribed by the Local Government (General) Regulation and published in the Government Gazette on 13 November 2015.

The office of Local Government is now consulting with councils and other stakeholders on proposed changes to the Model Code.

Report

Section 440 of the Local Government Act 1993 provides that Council must adopt of Code of Conduct that incorporates the provisions of the Model Code of Conduct prescribed by the Regulations.

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

Council at its meeting held on 20 March 2017 resolved to adopt the Model Code of Conduct prescribed by the Local Government (General) Regulation and published in the Government Gazette on 13 November 2015.

The Model Code prescribed by the Regulation is now being reviewed by the Office of Local Government (OLG) prompted by recent changes to the Local Government Act 1993. OLG has issued a Consultation Draft Copy of the revised Model Code for the purposes of inviting comment from councils and other stakeholders. A draft consultation document entitled Procedures for the Administration of Model Code of Conduct has also been released for comment. Copies of the two documents have been forwarded separately to Councillors.

To assist the reader the proposed amendments to the Model Code of Conduct and Procedures are highlighted in **bold type** in the consultation drafts. According to the OLG:

“These amendments are designed to update, clarify and enhance prescribed ethical standards, to address issues identified in the four years the current versions of the Model Code of Conduct and Procedures have been in force and to improve their operation.

The new Model Code of Conduct and Procedures will also contain new provisions that are designed to improve ethical standards, more effectively deter non-compliance and lead to improved transparency and accountability.”

The changes highlighted in the Consultation Draft include new sections on bullying, work, health and safety obligations, an enhanced section on development decisions and other regulatory functions, more detail regarding accepting/refusing gifts and benefits, as well as obligations in relation to meetings. The provisions contained in the Local Government Act regarding pecuniary and non-pecuniary conflicts of interest have also been incorporated into the Consultation Draft.

Once finalised, councils will be given a six-month transitional period in which to adopt the new Model Code of Conduct and Procedures and to update their systems to align with the new requirements.

In the meantime, OLG is inviting submissions from councils and other stakeholders on the consultation drafts of the new Model Code of Conduct and Procedures. The closing date for submissions is **4 December 2017**.

Integrated Planning and Reporting Reference

E – Strong leadership and governance.

E1 – Meet all governance and regulatory requirements in the conduct of Council’s operation.

Legislative Policy & Planning Implications

Section 440 of the Local Government Act 1993 provides that Council must adopt of Code of Conduct that incorporates the provisions of the Model Code of Conduct prescribed by the Regulations.

Failure by a councillor to comply with the standards of conduct prescribed under the Code of Conduct constitutes misconduct for the purposes of the Local Government Act. The Act provides for a range of penalties for misconduct.

Budget & Financial Aspects

Not applicable.

Attachment

The following documents have been forwarded separately to Councillors:

1. Model Code of Conduct for Local Councils in NSW – Consultation Draft, October 2017.
2. Procedures for the Administration of Model Code of Conduct – Consultation Draft, October 2017.

Recommendation: That Council determine whether it wishes to make a submission to the Office of Local Government regarding the Consultation Draft Model Code of Conduct for Local Councils in NSW.

Notes:

21. CODE OF CONDUCT STATISTICS – ANNUAL REPORT

(GM/C40-005)

Executive Summary

Statistics regarding the number of complaints made under the Council's Code of Conduct are required to be reported to Council on an annual basis following the end of the reporting period. The statistical report is also required to be forwarded to the Office of Local Government. If no complaints are made under the Code in a reporting period a 'nil' return is required to be lodged.

Report

Section 12.1 of the Procedures for the Administration of the Code of Conduct provides that the complaints coordinator must arrange for the following statistics to be reported to the council within three months of the end of September of each year:

- a) *"The total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September,*
- b) *The number of code of conduct complaints referred to a conduct reviewer,*
- c) *The number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints,*
- d) *The number of code of conduct complaints investigated by a conduct reviewer,*
- e) *The number of code of conduct complaints investigated by a conduct review committee,*
- f) *Without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures,*
- g) *The number of matters reviewed by the Division and, without identifying particular matters, the outcome of the reviews, and*
- h) *The total cost of dealing with code of conduct complaints made about councillors and the general manager in the year to September, including staff costs."*

Section 12.2 states the council is also required to provide the Office of Local Government with a report containing the statistics referred to in clause 12.1 within three months of the end of September of each year.

It is noted that for the reporting period 1 October 2016 to 30 September 2017 there were no complaints made under the Council's Code of Conduct and that the response to items a) to h) above is "0".

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

It is a requirement of the Procedures for the Administration of the Code of Conduct that statistics relating to complaints made under the Code of Conduct are reported to Council and forwarded to the Office of Local Government.

Budget & Financial Aspects

Not applicable.

Attachments

Nil.

Recommendation: That

- a) Council note that for the reporting period 1 October 2016 to 30 September 2017 there were no complaints made under the Council's Code of Conduct; and
- b) The information be forwarded to the Office of Local Government.

Notes:

22. REQUEST TO WAIVE FEES – USE OF THE OLD RAILWAY STATION BUILDING BY LOCKHART CENTRAL SCHOOL (GM/F10-005)

Executive Summary

A request to waive the hire fee for the use of the old Railway Station building for the 2017 Lockhart Central School HSC exams has been received.

Report

A request has been received from Lockhart Central School to waive the hiring fee for use of the old Railway Station building at Lockhart for the 2017 HSC exam.

Lockhart Central School has stated that the School is a valuable resource made available to the community and that the School has been working towards continually improving its relationship with the community. A copy of the correspondence received from the School is attached.

The cost of hire for the 2017 HSC exams was \$390.00.

A similar request was received from the School in 2016. On that occasion Council resolved to waive the hire fee of \$720.00.

Integrated Planning and Reporting Reference

E3 – Provide opportunities for relationship building and development.

E3 – Promote strong and beneficial relationships between local government and service providers, other levels of government and the community.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

If Council agrees to the request the hire fee payable will be met from Council's Section 356 Contributions Budget. An amount of \$52,100 has been allocated in the 2017/18 Budget for this purpose.

Attachments

- 1. Email from Lockhart Central School, dated 19 October 2017.

Recommendation: For Council's consideration.

Notes:

Attachment 1. – Email from Lockhart Central School, dated 19 October 2017.

Subject: FW: ATTENTION - GENERAL MANAGER - PETER VENERIS RE: Railway Station Building Hire

From: Dunne, Janine
Sent: Thursday, 19 October 2017 2:55 PM
To: Inbox <mail@lockhart.nsw.gov.au>
Subject: ATTENTION - GENERAL MANAGER - PETER VENERIS RE: Railway Station Building Hire

To the General Manager Lockhart Shire Council

Mr. Peter Veneris,

I am writing to you to ask the council to waiver the fees for the Lockhart Central School use of the Railway Station Building for the HSC Exams. The cost of this came to \$390.00.

Over many years now Lockhart Central School has been working towards continually improving our relationship with the local community. We see our school as a resource for the town to utilise. Such examples are the Spirit of the Land (although the balloons and auction fell through) or on a regular basis such as the football and netball club training for wet weather. We have been focusing on increasing our local community engagement and feel that we have a variety of resources/facilities that we are happy for the community to use. I feel that our premises and bus is often used by a many different groups from personal local use through to community groups such as the Lawn bowling team. Our chargers are non-profit and only cover costs to the school.

Our students are becoming more involved in community opportunities such as the Youth Advisory and Lockhart Health Advisory committees.

Lockhart Central School wishes to nurture its relationship with the Council in any way we can.

I look forward to hearing from you.

Janine Dunne | Relieving Principal
Lockhart Central School
Halliday Street, Lockhart 2656
P (02) 69 205209 F (02) 69 205635

23. OFFICE CLOSURE – CHRISTMAS/NEW YEAR PERIOD

(GM/S30-005)

Executive Summary

It is proposed to close Council's office over the Christmas – New Year period.

Report

It has been Council's practice to close its office for the three working days between Christmas and New Year. Industrial arrangements in place provide for staff to work up the time for these days through time accrued for rostered days off.

In accordance with previous practice Council's office will be closed from 4.00pm, Friday, 22 December 2017 to Monday, 1 January 2018 and will re-open for business on Tuesday, 2 January 2018.

Public notice will be given of the office closure and as is routinely the case, staff will be available to cover for any emergencies which may occur over this period.

Integrated Planning and Reporting Reference

E.1 – Meet all governance and regulatory requirements in the conduct of Council's operations.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That Council's office close from 4.00pm, Friday, 22 December 2017 to Monday, 1 January 2018 and re-open for business on Tuesday, 2 January 2018 in accordance with industrial arrangements.

Notes:

24. COUNCIL MEETING – FEBRUARY 2018

(GM/C70-005)

Executive Summary

It is proposed that the date of the February 2018 Council meeting be brought forward bearing in mind that a Council meeting will not be held in January 2018.

Report

It has been Council's practice not to hold a Council meeting in the month of January. This will mean that two months will elapse between the December 2017 and February 2018 based on Council's normal meeting schedule.

In order to reduce the length of time between the two meetings it is proposed to bring the February 2018 Council meeting forward to the first Monday of the month, i.e. 5 February 2018. This approach was taken by Council with respect to the February 2017 Council meeting which was held on 6 February 2017.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Pursuant to section 365 of the Local Government Act Council is required to meet at least 10 times each year, each time in a different month. Council's meeting schedule complies with this requirement.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the Council meeting scheduled to be held on 19 February 2018 be brought forward to 5 February 2018.

Notes:

Questions and Statements

Nil.

Closed Session Agenda

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

25. TENDER – FLOOD MITIGATION CONSTRUCTION WORKS - LOCKHART (DEES/T20-005)

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

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

26. COUNCIL HOUSES (DCCS/C80-030)

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.

27. CHILD CARE SERVICES - LOCKHART (DCCS/E10-005)

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

- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of the person who supplied it.