



MINUTES

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

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

**Minutes of the Ordinary Monthly Meeting of Lockhart Shire Council held in the Council Chambers,
Green Street, Lockhart on Monday, 20 November 2017 at 5.02pm.**

PRESENT

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

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

The meeting opened with a prayer.

APOLOGIES

Cr M. Day.

269/17 RESOLVED on the motion of Crs Verdon and Driscoll that Cr Day's apology be accepted and leave of absence granted.
--

LEAVE OF ABSENCE

Nil.

CONFIRMATION OF MINUTES ORDINARY MEETING 16 OCTOBER 2017

270/17 RESOLVED on the motion of Crs Verdon and Walker that the Minutes of the Ordinary Meeting held on Monday, 16 October 2017 as printed and circulated be taken as read and confirmed.

DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS

Nil.

MAYORAL MINUTE

Nil.

MAYORAL REPORT

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

Thurs, 19 Oct	Attended the Riverina Bush Fire Management Committee Meeting in Wagga Wagga.
Fri, 20 Oct	Attended the Temora and District Education Fund Fundraising Dinner in Temora.
Sat, 21 Oct	Attended The Rock Show.
Wed, 25 Oct	Along with Cr James Walker and General Manager Peter Veneris, attended the Riverina Fire Service, Service Level Agreement in Wagga Wagga.
Sat, 11 Nov	Attended the Remembrance Day Service in Lockhart and laid a wreath on behalf of Council.
Sun, 19 Nov	Attended the Lions Club unveiling of the new shade sails over the children's playground at Walter Day Park, Lockhart.

271/17 RESOLVED on the motion of Crs Douglas and Marston that the Mayoral Report be received.

URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

272/17 RESOLVED on the motion of Crs Marston and Rockliff at 5.06pm that standing orders be suspended to receive the presentation of Council's Audited Financial Statements 2016-17 by Brad Bohun from Crowe Horwath and Jan-Michael Perez from the Audit Office of NSW.
--

Cr Schirmer invited Brad Bohun and Jan-Michael Perez to give their presentation.

273/17 RESOLVED on the motion of Crs Douglas and Walker at 5.35pm that the Council meeting be resumed.
--

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.

274/17 RESOLVED on the motion of Crs Marston and Sharp that the information be noted.

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.

275/17 RESOLVED on the motion of Crs Rockliff and Douglas that the information be noted.

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.

276/17 RESOLVED on the motion of Crs Verdon and Driscoll that the information be noted.

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.

277/17 RESOLVED on the motion of Crs Rockliff and Douglas that the information be noted.

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.

278/17	RESOLVED on the motion of Crs Douglas and Walker that the report be received and the recommendations contained therein be adopted.
---------------	---

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.

279/17 RESOLVED on the motion of Crs Walker and Rockliff that the delegates reports be received.
--

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 be 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: 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 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. (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: a) NSW Government “Liveable Communities Grants Program Round 3”, up to \$100,000; and 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”. (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: 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; 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: a) Supports the project in principal; and b) Enters into ‘Memorandum of Understanding’ with Better Energy Technology to further investigate the proposal; and c) Assist with grant funding applications with ARENA as well as Federal & NSW Government agencies applicable to the project; and d) Undertakes community consultation in a form and time that is applicable; and e) Further report be brought to Council as new information becomes available.</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 Saggors 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 Saggors Family has made to the community.</p>	<p>Contact has been made with Mr Gordon Saggors, both verbally and in writing.</p> <p>Mr Saggors supports and appreciates Council's initiative. The following wording for the plaque has been agreed with Mr Saggors: -</p> <p><i>"In recognition of the significant contribution made by the Saggors 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 Thurs 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			
Councillor'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.</p> <p>Application has been unsuccessful at Federal level, currently being assessed at State level.</p> <p>Council currently undertaking design works for the intersections.</p> <p>Design work complete. Currently investigating services relocations required.</p> <p>Project surveyed and working with Telstra regarding relocation of service. Order given to Telstra.</p> <p>Telstra cables have been relocated. Works to commence shortly on site.</p>

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.

280/17 RESOLVED on the motion of Crs Douglas and Walker that the information be noted.
--

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. Sports person 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.

281/17

RESOLVED on the motion of Crs Verdon and Rockliff that:

- a) Council endorse the Osborne Recreation Ground Management Committee to host the 2018 Australia Day celebrations, and
- b) The composition of the Australia Day Awards Committee for the 2018 Awards again be Crs Driscoll, Schirmer and Sharp.

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.

<p>282/17 RESOLVED on the motion of Crs Sharp and Driscoll that:</p> <ol style="list-style-type: none">a) Council agree to refund the Development Application fee paid by the Osborne Recreation Ground Management Committee; andb) The cost of the financial assistance outlined above be met from Council's 2017/18 Section 356 Contributions budget.
--

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.

283/17 **RESOLVED** on the motion of Crs Marston and Walker that Council:

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

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.

284/17 RESOLVED on the motion of Crs Verdon and Rockliff that the information be noted.

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 (*Marrumbium 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 educate 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.

285/17 RESOLVED on the motion of Crs Douglas and Sharp that the information in this report be noted.
--

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.

286/17	RESOLVED on the motion of Crs Verdon and Rockliff that Council: <ul style="list-style-type: none">a) Notes the information in this report;b) Endorses not to participate in the Container Deposit Scheme (CDS) as currently proposed by TOMRA – Cleanaway; andc) Another report be brought to Council as further information comes to hand.
---------------	--

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.

287/17 RESOLVED on the motion of Crs Verdon and Walker that the information be noted.

8. MAJOR PROJECTS UPDATE

(DEES/T10-005)

Executive Summary

Update on Council's current major projects.

Report

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

- a) *Swimming Pools Upgrade:* 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 Strevens 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.

288/17 RESOLVED on the motion of Crs Marston and Walker that the information be noted.
--

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.

289/17 RESOLVED on the motion of Crs Walker and Sharp that the information be noted.
--

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.

290/17 RESOLVED on the motion of Crs Verdon and Douglas 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.

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.

291/17 RESOLVED on the motion of Crs Driscoll and Rockliff 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.

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.

292/17 RESOLVED on the motion of Crs Rockliff and Walker that the information be noted.

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.

293/17	RESOLVED on the motion of Crs Douglas and Driscoll 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.
---------------	---

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 septic, 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.

294/17 **RESOLVED** on the motion of Crs Verdon and Rockliff 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.

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.

295/17	RESOLVED on the motion of Crs Walker and Rockliff that Council adopt the proposed new fee of \$35.00 for microchipping of companion animals.
---------------	---

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
		<u>1,407,131.46</u>
Less: Payments for Month less Canc. Chqs		1,035,763.33
		0.00
Current Bank Balance		<u><u>371,368.13</u></u>

	Interest Rate per Annum	Amount Invested	% of Total
Investments:			
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		<u>1,100,000.00</u>	<u>15.28%</u>
		7,200,000.00	
TOTAL FUNDS HELD ARE:		<u><u>7,571,368.13</u></u>	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
	<u>371,368.13</u>	<u>7,200,000.00</u>	<u>7,571,368.13</u>

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

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



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.

296/17 **RESOLVED** on the motion of Crs Douglas and Rockliff hat the Statement of Funds for October 2017 be received.

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.

297/17	RESOLVED on the motion of Crs Verdon and Douglas 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.
---------------	---

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.

298/17 RESOLVED on the motion of Crs Driscoll and Walker that:

- a) The information be noted;
- 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; and
- d) A town beautification masterplan be developed for the Shire which includes costings.

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.

299/17 RESOLVED on the motion of Crs Douglas and Sharp 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.

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.

300/17	RESOLVED on the motion of Crs Verdon and Douglas that Council makes a submission on the basis that Councillors not be held to a higher standard than our elected representatives.
---------------	--

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.

301/17 RESOLVED on the motion of Crs Douglas and Sharp 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.

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.

<p>302/17 RESOLVED on the motion of Crs Verdon and Driscoll that Council waive the hire fee of \$390.00 for the use of the old Railway Station building Lockhart for the 2017 HSC exams.</p>
--

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.

303/17 RESOLVED on the motion of Crs Walker and Marston 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.

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.

304/17 RESOLVED on the motion of Crs Driscoll and Sharp that the Council meeting scheduled to be held on 19 February 2018 be brought forward to 5 February 2018.
--

Questions and Statements

Cr Walker
Nil.

Cr Sharp

- (i) **Statement – Thank You Re. Shippard’s Lane, Yerong Creek** – Thanked Council staff for the quick resolution regarding the gravel pit on Shippard’s Lane, Yerong Creek.

Response – Director Engineering and Environmental Services

DEES advised he will pass thanks on to staff.

Cr Douglas

- (i) **Media Release dated 7 Nov 2017 by Kim Schultz, LSC Road Safety Officer** – it seems obvious that some clarification of captured data needs further analysis.

It has been stated in the document that vehicles travelling on the Lockhart/Collingullie and Western Roads are averaging in excess of 130 kms/hr. Is this correct? If this is correct then we should take great pride in the standard of our roads in the Shire as every second vehicle must be able to travel in excess of 160 kms/hr. Is this correct?

Response – Director Engineering and Environmental Services

DEES explained the statistics and that staff just presented the information obtained by the traffic counters. The message is about road safety and not necessarily the actual speeds recorded.

Cr Rockliff

- (i) **Statement – Road Safety Media Release** – Advised that he supports the road safety initiative of Council staff.

Cr Marston

- (i) **Statement – Road Safety Media Release** – Advised that he supports the road safety initiative of Council’s staff.

- (ii) **Potential Purchase of Land for Development** – Following the completion of the Carson Rd development in The Rock, enquired if Council could look into the purchase of more land for development (using borrowings) – Shire-wide, but maybe concentrating on The Rock and lifestyle blocks in Yerong Creek, requesting this be put on the agenda for further discussion.

Response – General Manager

GM advised he will add this to the wish list for potential borrowings for consideration at the February 2018 Council meeting.

Cr Driscoll

- (i) **Land Sales in Lockhart** – Enquired regarding land sales in Lockhart and suggested combining lots in Green Street West to create larger blocks.

Response – General Manager

GM advised he will investigate and advise.

Cr Verdon

- (i) **Police Presence in the Shire** – Advised that at the recent Police and Community Consultation meeting local police advised they have been required to spend more time in Wagga Wagga and Cr Verdon requested that this issue be taken up with the local Superintendent.

Response – General Manager

GM advised he will follow up and advise.

- (ii) **New Compliance Officer** – Enquired as to the activities of the new Compliance Officer?

Response – Director Engineering and Environmental Services

DEES advised that the new Compliance Office is going well, with a current focus on companion animals and unkept properties.

- (iii) **Back Lane behind IGA and Hall, The Rock** – Advised this lane requires some maintenance.

Response – Director Engineering and Environmental Services

DEES advised he will investigate and take appropriate action.

Cr Schirmer

Nil.

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.

308/17 RESOLVED on the motion of Crs Verdon and Driscoll that the information be noted and any changes to the status quo be reported to Council.
--

The meeting concluded at 7.15pm.

The minutes of the meeting held on Monday, 20 November 2017 were confirmed as a true and accurate record at the Ordinary Council Meeting held on 18 December 2017 at which time the signature was hereunto subscribed.

CHAIRMAN

CHAIRPERSON