



MINUTES

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

**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, 19 November 2018 at 5.00pm.**

PRESENT

Cr R. Schirmer (Mayor), Cr G. Verdon (Deputy Mayor), Cr M Day OAM, Cr D. Douglas, Cr G. Driscoll (arrived at 5.22 pm), Cr I. Marston, Cr A. Rockliff, Cr P. Sharp and Cr J. Walker.

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

The meeting opened with a prayer.

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil.

CONFIRMATION OF MINUTES ORDINARY MEETING 15 OCTOBER 2018

282/18 RESOLVED on the motion of Crs Verdon and Marston that the Minutes of the Ordinary Meeting held on Monday, 15 October 2018 as printed and circulated be taken as read and confirmed.
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DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS

Nil.

MAYORAL MINUTE

1. IAN MAXWELL McLEOD – 50 YEARS OF SERVICE TO THE LEGAL INDUSTRY (MAYOR/C63-015)

I wish to draw to Council's attention by way of this Mayoral Minute that local solicitor Mr Ian McLeod recently celebrated 50 years of service to the legal industry.

Mr McLeod has provided legal services to the Lockhart Shire Council for most of those 50 years.

Most notably, when the original law firm of which Mr McLeod was a partner (Grant & McLeod and subsequently Creaghe Lisle) proposed closing its Lockhart office, Mr McLeod bought out his business partners and continued to provide legal services to the district in his own name, i.e. Ian McLeod & Co and committed to the town as a long-term resident. In an era where access to services in small rural towns was decreasing, Mr McLeod's actions in this regard were commendable.

Earlier this year Mr McLeod sold his business which continues to operate under the new name of Friedlieb Fox McLeod. Once again Mr McLeod had the interests of the community at heart ensuring that a sale was negotiated only with a purchaser who was committed to maintaining the Lockhart office open thereby maintaining access to legal services in Lockhart and district and also preserving local jobs in the process.

Recommendation: That Lockhart Shire Council congratulate solicitor Ian Maxwell McLeod on 50 years of service to the legal industry and express its appreciation to Mr McLeod on his commitment to the local community.

283/18	RESOLVED on the motion of Crs Schirmer and Marston that Lockhart Shire Council congratulate solicitor Ian Maxwell McLeod on 50 years of service to the legal industry and express its appreciation to Mr McLeod on his commitment to the local community.
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2. RENEW OUR LIBRARIES CAMPAIGN (MAYOR/L20-015)

The NSW Public Libraries Association (NSWPLA), in partnership with Local Government NSW (LGNSW) launched the Renew Our Libraries (ROL) campaign on 1 August 2018.

To date, ROL has been successful in securing the Liberal Party promise of an additional \$60m funding for NSW libraries for the quadrennial period 2019-20 to 2022-23. This was preceded by the Labor Party announcement of an additional \$50m funding on 26 March 2018.

At the Local Government NSW Annual Conference held in Albury recently The Shadow Minister for Local Government pledged an additional \$10.5 million for libraries during his conference address. This brings Labor's total additional funding commitment for libraries to \$60.5 million compared to the NSW Government's pledge of an additional \$60 million.

As the Renew Our Libraries (ROL) campaign progresses to its next phase in the run-up to the NSW state election in March 2019, it is important for NSWPLA and LGNSW to be able to demonstrate the support of NSW councils as major stakeholders in this initiative. The next phase of the campaign will ask for:

- Double the current funding (which was the original basis for the ROL campaign)
- Annual indexation of the funding
- Protection of the funding in perpetuity through inclusion of the entire library funding package in the Library Regulation (currently, only the \$1.85 per capita portion is covered in the Library Regulation).

It is important to note that ROL is an apolitical campaign, which is simply drawing the attention of all political parties and community members to the ongoing attrition of state funding for public libraries over the past 40 years. In 1980 state funding met 23.6% of the total cost of operating the 368 libraries across NSW. By 2016-17 the state contribution had reduced to just 7.04% of library operating costs.

Every state government during that period has contributed to this problem, which now sees NSW as the state that provides the lowest per capita contribution to its libraries in Australia.

To date the ROL campaign has received support from over 60 NSW councils.

Library services are provided to communities within Lockhart Shire by a mobile library through Council's membership of the Riverina Regional Library. This is an important service and one that is appreciated by the community as evidenced by the amount of use. For instance, in the period January to June 2018 8,614 loans were made through the mobile library at the Lockhart stop alone (3.5 hours per week) which was more than at some static libraries in other member council areas.

Recommendation: That Lockhart Shire Council endorse the Renew Our Libraries Campaign.

284/18	RESOLVED on the motion of Crs Schirmer and Douglas that Lockhart Shire Council endorse the Renew Our Libraries Campaign.
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285/18	RESOLVED on the motion of Crs Verdon and Day at 5.06pm that standing orders be suspended to receive the presentation of Council's Audited Financial Statements 2017-18 by Brad Bohun from Crowe Horwath.
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Cr Schirmer invited Brad Bohun to give his presentation.

286/18	RESOLVED on the motion of Crs Verdon and Marston at 5.21pm that the Council meeting be resumed.
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MAYORAL REPORT

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

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| Fri, 19 Oct | Attended the REROC AGM and Riverina Joint Organisation Board meeting in Wagga Wagga. |
| Sun, 21 to
Tues, 23 Oct | Attended the LGNSW Annual Conference in Albury, along with General Manager, Peter Veneris and Councillors Driscoll and Walker. Cr Verdon was also in attendance representing Riverina Water County Council. |
| Wed, 24 Oct | Along with Councillors Verdon, Walker and Driscoll and General Manager, Peter Veneris attended the funeral of the grandson of former Deputy Mayor, Mr Ross Edwards in Henty. |
| Thurs, 25 Oct | Along with Peter Veneris, General Manager, met with Deputy Prime Minister, the Hon. Michael McCormack MP, the Hon. Angus Taylor MP, Minister for Energy and Better Energy Technology at Parliament House, Canberra regarding the Lockhart Renewable Energy Project. |
| Sat, 27 Oct | Along with the General Manager, Directors and Councillors attended the official opening of the refurbished Lockhart Swimming Pool Complex by the Hon. Wes Fang MLC. |
| Thurs, 8 Nov | Along with Peter Veneris, General Manager attended a meeting of Riverina Joint Organisation member councils in Wagga Wagga with Wagga Wagga City Council (WWCC) to discuss WWCC's inclusion in the Organisation. |
| Sun, 11 Nov | Attended the Remembrance Day Service in Lockhart and laid a wreath on behalf of Council. |
| Mon, 12 Nov | Along with Peter Veneris, General Manager and David Webb, Director Engineering and Environmental Services, attended a meeting with David McIlwraith to discuss advancing Lockhart's Renewable Energy Project. |
| Wed, 14 Nov | Along with Peter Veneris, General Manager accompanied the Hon. Michael McCormack MP, Deputy Prime Minister on a visit to The Rock Men's Shed and viewing of the outdoor fitness equipment (Building Stronger Communities grant funding purchase) in The Rock and Lockhart visit. |
| Fri, 16 Nov | Along with the General Manager, Director Engineering and Environmental Services and Councillors attended the official opening of The Rock Swimming Pool Complex Amenities Building by the Hon. Bronnie Taylor, MLC as well as various grant funding announcements throughout the Shire.

Attended the Lockhart Central School Year 12 Formal Dinner. |

287/18 RESOLVED on the motion of Crs Verdon and Day that the Mayoral Report be received.
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URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

COMMITTEE REPORTS

1. TOURISM/ECONOMIC DEVELOPMENT OFFICER REPORT

(TEDO/T26-005)

MINUTES OF THE TOURISM/ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING OF LOCKHART SHIRE COUNCIL HELD AT THE ROCK MEMORIAL BOWLING CLUB ON TUESDAY, 6 NOVEMBER 2018 COMMENCING AT 6.35PM.

PRESENT

Councillor Gail Driscoll, Mrs Myra Jenkyn, Mrs Raeleen Pfeiffer, Ms Sandra Johnstone, Mrs Susan Creek, Councillor Derek Douglas, Mr John Holstein, Tourism/Economic Development Officer (Jennifer Connor).

APOLOGIES

Mr Greg Smith.

LEAVE OF ABSENCE

Nil.

PERCURINARY INTEREST

Nil.

CONFIRMATION OF MINUTES

The minutes of the Meeting held Tuesday, 4 October 2018, as printed and circulated, be taken as read and confirmed on the Motion of S Creek, seconded J Holstein.

1. Water Tower Murals

The launch of the Lockhart Water Tower and Lockhart Shire Walk of Fame was a very successful day, well attended by locals, inductee families and media. A number of the inductee's family members travelled from afar, some visiting Lockhart for the first time. Many advised they will certainly be visiting again in the future.

The Water Tower is having the desired effect, proving very popular with visitors - the TEDO has spoken with many over the past month and feedback is consistent in being one of the best silo/water tower artworks they have seen. Wagga Visitor Information Centre (VIC) is helping drive visitors by promoting in their centre. The TEDO will continue to promote widely.

At the November meeting of Council, it was resolved that the tree should remain as is.

The Water Tower sign will be installed before Christmas and the Parks and Gardens team will commence creating the footpath around the base in the coming months. Following this, Council will investigate possible lighting options for future consideration.

Council also agreed an amount be held in reserve to enable future maintenance of the Lockhart Water Tower. This will be discussed in future budget considerations.

At a recent meeting with the Director of Engineering, Riverina Water indicated they are happy for the water towers at Yerong Creek and Milbrulong to be painted. The TEDO will follow this up with Riverina Water in the coming weeks to ascertain their thoughts on these projects and will revert to the TEDSC at the next meeting.

Recommendation: That the information be noted.

288/18	RESOLVED on the motion of Crs Douglas and Sharp that the information be noted.
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2. Lockhart Visitor Information Centre (VIC) Numbers

The Water Tower Mural is having a positive effect on visitor numbers, with both the Visitor Information Centre (VIC) and the Caravan Park continuing to record high numbers. The VIC have recorded 300 people more visitors this year than in the whole of 2017.

Month	2013	2014	2015	2016	2017	2018
January	45	39	201	143	155	200
February	50	44	96	160	95	113
March	165	95	211	246	285	325
April	311	183	241	266	308	323
May	102	153	212	274	194	381
June	110	127	176	170	241	190
July	156	127	181	135	204	237
August	83	96	113	126	123	214
September	194	101	294	366	318	424
October	627	967	729	576	955	1186
November	162	123	122	226	238	
December	85	73	127	134	177	
Total	2099	2128	2703	2822	3293	3604

In addition to the Visitor Numbers, the newly opened Lockhart Swimming Pool recorded 1,055 users in the first five days of operation including the open day. The TEDO will be promoting the swimming pools on social media and in editorials.

Recommendation: That the information be noted.

289/18 RESOLVED on the motion of Crs Douglas and Day that the information be noted.

3. 2018 Business Survey

The 2018 Lockhart Shire Business Survey allows Council to better understand the state of business in the Shire and the needs of the business community.

While 571 surveys were sent to local businesses, there was a significant drop in responses received in comparison to the previous year, despite having similar opening and closing dates. A total of 33 responses were received in 2018, with 79 received in 2017.

An analysis of the survey results shows:

- 81.81% of businesses were optimistic or slightly optimistic about the future of their business compared to 85.5% in 2017, 91% in 2016 and 72.5% in 2015.
- 84.85% of businesses sourced goods and services from other local businesses, down on 94.9% in 2017, 97.7% in 2016 and 96.1% in 2015.
- 50.01% of businesses were confident in their ability to attract and retain staff compared to 55.2% in 2017, 63.4% in 2016 and 38.2% in 2015.
- 61.54% of businesses require annual certificates and licences, up from 51.8% in 2017.
- 25% of businesses have their own website, up from 16.6% last year.
- 32.26% of businesses promote on social media, up from 28.7% last year.
- Newspaper advertising dropped to 3.2%, down from 13.6% in 2017 and 26.47% in 2016.
- Only 6% of businesses were very or extremely satisfied with available internet access, while 39.9% were somewhat satisfied and 21.21% were not at all satisfied.
- 27.27% of businesses are very or extremely satisfied with their mobile telephone coverage in Lockhart Shire; 27.27% somewhat satisfied while 27.27% are not at all satisfied. 18% neutral.
- 44.83% felt lack of customers/sales were a barrier to business growth, an increase from 32.3% in 2017, 26.8% in 2016 and 22.4% in 2015.
- 55.17% felt rising costs were a barrier, down from 66.2% last year.
- 6.9% felt lack of infrastructure in the shire was a barrier compared to 22.54% last year.

- 46.67% of businesses felt Council could assist with more people in the region, up from 40.3%.
- 16.67% felt Council could assist with development opportunities, down from 34.3%.
- 23.33% felt Council could assist with a website for networking and promotion, up from 8.96%.
- 86.96% of businesses utilised Council's website, up from 72% last year.
- 8.7% downloaded or read the Operation Plan, down from 16% in 2017.

The results of the survey will be used to guide future economic development projects.

Recommendation: That the information be noted.

290/18 RESOLVED on the motion of Crs Douglas and Marston that the information be noted.

4. Business Support

The Lockhart Shire Business Innovation Forum, sponsored by NSW Small Business, was held on Thursday, 18 October at the Lockhart Ex-Servicemen's Club, with Service NSW and guest speaker, Kerry Anderson, addressing the topic "Innovate or Suffocate". The forum was attended by 60 people from across the Shire. Kerry Anderson also ran two additional workshops at Lockhart Central School the following morning.

Work is continuing on the online Lockhart Shire Business Directory website with a much stronger sign up in the past two weeks. A photographer will be visiting businesses in Lockhart on Monday to capture images for the website, with visits to The Rock and Yerong Creek planned for the following week.

The TEDO has had a number of enquiries regarding potential new businesses in Lockhart and The Rock and is assisting with premises and requirements. The TEDO will undertake a gap analysis of businesses in Lockhart Shire in early 2019.

Recommendation: That the information be noted.

291/18 RESOLVED on the motion of Crs Douglas and Verdon that the information be noted.
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5. Drovers Way Touring Route

It has been proposed that the Drovers Way Touring Route be extended from Collingullie to commence in Wagga. Stakeholders are continuing to gather information for the virtual touring route and will consider costs and funding opportunities at the next meeting.

Recommendation: That the information be noted.

292/18 RESOLVED on the motion of Crs Day and Sharp that the information be noted.

6. Lockhart Industrial Land

The TEDSC discussed potential solutions to the lack of land sales at the Lockhart Industrial estate. Despite an increase in population and in business investment in Lockhart main street, there was very little interest in the industrial land, which is available for purchase at very low rates of 20m² plus GST.

Barriers to new businesses were considered including the difficulty of loans for new businesses, potential water limitations, and the difficulties in encouraging people to move from areas like Wagga due to no real attractions for children and youths, lack of afterschool care and costs for new residents to invest in both residential and industrial land.

A number of possible options were considered, noting that a two-pronged approach was needed, and while working to attract businesses we also needed to invest in improving facilities for families.

After some discussion the TEDSC felt that listing the industrial land for a limited period with more than one agent, and in particular, with a commercial agent with a potential client portfolio should be considered.

The committee also felt that if this was unsuccessful following an allocated period of time then serious consideration should be given to opening up the land at low or no cost based on a business case application system with strict conditions and restrictions including employment opportunities and periods of operation.

Recommendation: That serious consideration be given to engaging real estate agents specialising in commercial property sales for a specified period of time, and should this not prove successful that the industrial land be sold at a reduced or minimal cost by means of a business case application process.

293/18	RESOLVED on the motion of Crs Douglas and Driscoll that this matter be brought before a full meeting of Council for consideration at a future date.
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7. Magnolia Lodge

The TEDO has investigated the original documentation and plans for Magnolia Lodge which shows a two-stage development, with Stage 1 being the completed 1-bedroom units and Stage 2 being a proposed mix of 1- and 2-bedroom units in the large area of vacant land behind the existing buildings.

The TEDO discussed current demand at Magnolia Lodge with the Director of Corporate Services, who advised there is a waiting list for tenancy. Considering the ageing population of Lockhart and the current waiting list, the TEDSC felt it expedient for Council look into potential funding opportunities to establish further independent living accommodation in the form of 2-bedroom townhouses with dedicated outdoor spaces.

It was also raised at the meeting that maintenance at Magnolia Lodge was in need of attention. The TEDO advised this information would be passed on to Corporate Services so they were aware of and able to address issues.

Recommendation: That Council investigate the funding of additional 2-bedroom townhouses at Magnolia Lodge for independent living and improvements be made to the existing Magnolia Lodge.

294/18	RESOLVED on the motion of Crs Rockliff and Walker that Council investigate the funding of additional independent living/aged care accommodation in the Shire, including at Magnolia Lodge.
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8. Project Updates

Lockhart Museum	Works at Billabong Motors continuing. Heather Trevaskis to speak at a Museum & Galleries event in Sydney. The museum has been nominated for the "NSW iMAGine Awards" in the sustainability section.
Lockhart Progress Association	Undertaking fundraising to enable support of further community projects. Looking at grant opportunities for projects in Lockhart.
Lockhart Main Street Upgrade	Focus group meeting has been held and ideas were being circulated for review.
Lockhart Verandah Project	Waiting on announcement for \$100,000 heritage grant to repair and make good verandahs. Heritage Near Me app due for launch.
The Rock Museum	Working to install drop down interpretative panels and fundraising for lift and sign projects. Holding a Vintage Hat & High Tea event in November.
The Rock Progress Association	The Rock Progress are working on developing The Rock Observatory. Proposed Picnic at Hanging Rock Movie Night combined with Cork and Fork event most likely in March 2019.
The Rock Balloon Flights	The TEDO is working to organise balloon flights at The Rock next year to raise profile of the area and benefit residents.

Partnership Advertising	New marketing strategies are in progress with Destination Riverina Murray/Thrive Riverina and Wagga Wagga City Council. Potential for cross promotions with Greater Hume and Federation Council are being investigated. Newell brochure due for reprint shortly.
Town Visitor Information Boards	The tourism boards have been received and will be installed this month.
Spirit of the Land Festival	Was a very successful weekend, with a much stronger Sunday than previously experienced. Lockhart Community Bank purchased two pieces for permanent display in Lockhart while the Bunyip on Bunya Creek will remain on display for 12 months. Artwork was also purchased for new the Spirit of the Land Art Gallery.

The next TEDSC meeting will be held at **Lockhart on Tuesday, 5 February 2018 at 6:30pm.**

Recommendation: That the information be noted.

295/18 RESOLVED on the motion of Crs Douglas and Driscoll that the information be noted.
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2. LOCKHART SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE (GM/A65-011)

MINUTES OF THE MEETING OF THE LOCKHART SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD AT THE LOCKHART SHIRE COUNCIL OFFICES ON THURSDAY, 8 NOVEMBER 2018 AT 9.30AM

PRESENT

Tony Donohue (Independent Chairperson), Courtney Armstrong (Independent Member), Cr Andrew Rockliff (Lockhart Shire Councillor).

IN ATTENDANCE

Peter Veneris (General Manager), Tracy Hounsell (Acting Director Corporate and Community Services), Ian Roberts (Internal Auditor).

APOLOGIES

Nil.

CONFIRMATION OF MINUTES

The minutes of the meeting held on 3 July 2018, as printed and circulated, were confirmed as a true and correct record of the proceedings of that meeting.

BUSINESS ARISING

Nil.

INTERNAL AUDIT REPORTS

The Internal Auditor, Ian Roberts, tabled his Report into Purchasing and Procurement at Lockhart Shire Council.

Mr Roberts noted that the segregation of duties in the purchasing and procurement process can be a challenge especially for smaller councils. However, he also indicated that he was satisfied that appropriate processes are in place at Lockhart Shire to mitigate this risk.

Mr Roberts also referred to the Kempsey Shire Council Policy as a good example of best practice and transparency with respect to purchasing and procurement.

The General Manager advised that management's responses to the internal audit recommendations were included in the attached Status Report. In particular he noted that, whilst the majority of Lockhart Shire Council policies have been reviewed in the past 18 months, the Purchasing Policy is one of a number of policies still to be reviewed and that he will have regard to the Kempsey Council's policy when undertaking the review.

With respect to recommendation 3) of the Internal Auditor's Report, the General Manager acknowledged that persons signing purchase orders need to be assured by the person requisitioning the goods or services being purchased are needed and that the purchaser order is warranted. He noted that Council's purchase order form includes details of both the person requisitioning the goods or services as well as the person with delegated authority to sign the purchase order form and that he did not feel as separate requisition form was necessary.

It was resolved that the Internal Audit Report on Purchasing and Procurement at Lockhart Shire Council and management's responses to the recommendations contained therein, be noted.

INTERNAL AUDIT RECOMMENDATIONS – STATUS REPORT

Cr Rockliff informed the Committee that as a local business owner he is a supplier of certain goods to the Council and, depending on the matters being discussed by the Committee, there will be occasions where he may have to declare a conflict of interest.

It was RESOLVED that the methodology for the next three internal audit reviews focusing on purchasing and procurement, legislative compliance and contract management, as proposed by the Internal Auditor and tabled at the meeting, be received and noted.

NOTICE OF REPORTABLE INCIDENTS

Nil.

GENERAL BUSINESS

Nil.

DATE OF NEXT MEETING

It was agreed that the next meeting be held on Wednesday, 6 March 2019.

There being no further business the meeting closed at 9.53am.

Tony Donohue
Chairperson

Recommendation: That the information be noted.

296/18 RESOLVED on the motion of Crs Verdon and Sharp that the information be noted.
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Delegates' Reports

1. RIVERINA WATER COUNTY COUNCIL (RWCC) - NOVEMBER 2018

1. Election of Chairman and Deputy Chairman took place with Greg Verdon and Paul Funnell being returned unopposed.
2. External Investment Reports and Quarterly Budget Review were presented.
3. Council Financial Statements were received and an address was given by Council's Auditor on outcome. Audit result was very good.
4. Audit & Risk Committee Minutes received and noted along with Annual Report.
5. Council has received a report on options for Drought Assistance with a further report to December meeting.
6. Council was introduced to its new HR and Governance Manager, Simon Thompson.
7. Council was given an update on Joint Organisations.
8. Riverina Water was represented at the Local Government NSW Conference by Chairman and Cr Braid.
9. Council received Capital and Major Works Reports for August and September.

Cr Greg Verdon
Delegate

Recommendation: That the information be noted.

297/18	RESOLVED on the motion of Crs Verdon and Marston that the information be noted.
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2. RIVERINA REGIONAL LIBRARY ADVISORY COMMITTEE MEETING – 31 OCTOBER 2018 AT WAGGA WAGGA

Council's Delegate to the Riverina Regional Library Advisory Committee, Cr Greg Verdon, together with the General Manager, attended a meeting of the Committee on 31 October 2018. A summary of the main issues dealt with at the meeting is provided below.

Financial Reports

- The 2017-18 Financial Statements were endorsed by the Committee.
- The financial performance for the year was a Net Operating Surplus of \$224,083, an improvement of \$152,110 on the 2016/17 result.
- The result for the year including reserve movements is a surplus of \$10,203.
- Unrestricted cash increased from \$654,619 as at 30 June 2017 to \$773,715 as at 30 June 2018.
- A quarterly budget review for the 1st quarter of the 2018-19 financial year (July to September) was tabled. The year to date budget remains in line with the financial year forecast.

Library Statistics

- For the period January to June 2018 the mobile library made 44,184 loans. 8,616 loans were made at the Lockhart stop alone (3.5 hours per week) which was more than some static libraries situated in other member council areas.

	Total stock January 2018	Items for weeding	Total stock July 2018	Items for weeding
Mobile library	6,359	9	6,876	23

Items for weeding = number of items that haven't been borrowed for the past three years.

Government Funding

- The NSW Public Libraries Association, in conjunction with local Government NSW, has launched the Renew Our Libraries campaign which seeks; -
 - 1) Doubling of the current funding (i.e. an additional \$94 million);
 - 2) Indexing the Funding (based on CPI or other relevant index); and
 - 3) Protecting the Funding (by legislation).

For more information on the Renew Our Libraries campaign refer to the Mayoral Minute on page 6).

Other

The Chair of Riverina Regional Library, Cr Dallas Tout (Wagga Council) has been re-elected Chair of the NSW Public Libraries Association.

A grant application has been made under the NSW Government's Regional Cultural Fund to extend the Riverina Regional Library Administration Centre building.

Recommendation: That the information be noted.

298/18 RESOLVED on the motion of Crs Walker and Verdon that the information be noted.

3. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE – 21-23 OCTOBER 2018 AT ALBURY

Councillors Schirmer, Driscoll and Walker together with the General Manager attended the LGNSW Annual Conference. The Mayor Cr Schirmer was Council's voting delegate.

The Deputy Mayor Cr Greg Verdon also attended the Conference in his capacity as Chairperson of Riverina Water County Council.

Some of the more notable outcomes of the Conference are summarised below.

Premier of New South Wales

The Hon Gladys Berejiklian MP officially opened the Conference.

The Premier restated her Government's commitment to "no forced amalgamations".

The Premier also referred to the establishment of Joint Organisations (JOs) thanking those councils that have joined a JO and encouraging those councils that have not to do so.

She acknowledged that joining a JO was voluntary but believes that JOs provide councils with a stronger voice on regional issues whilst allowing them to retain their individual voice on local issues.

Minister for Local Government

The Hon Gabrielle Upton addressed the Conference and took questions from the floor.

The Minister stated that IPART's Final Report and Recommendations on the review of the local government rating system is still under consideration by the Government. This Report is now not expected to be publicly released before the March 2019 State election. The Report has been with the Government for over 12 months,

The Minister indicated that the release of the revised Code of Conduct, Councillor Professional Development requirements and Code of Meeting Practice is imminent.

The Minister did not reveal whether the webcasting of council meetings will be mandatory under the new Code of Meeting Practice. The Minister did indicate however that councils will be given a lead time for complying with some of the provisions of the new Code.

Shadow Minister for Local Government

The Hon Peter Primrose MP addressed the Conference and was in attendance for the two full days of the Conference to ensure that he was present to hear the debate on all the Conference motions to better understand the views of local government.

The Shadow Minister gave a commitment to do the same at future conferences.

He also pledged an additional \$10.5 million for libraries during his conference address (refer Mayoral Minute).

Launch of Recycling Campaign

During the Conference a new LGNSW campaign, “Save Our Recycling”, was launched by the President of LGNSW. The aim of the “Save Our Recycling” campaign is to get the money already collected via the NSW Government’s waste levy, reinvested for the purpose it was collected.

According to LGNSW last year the NSW Government collected \$727 million from industry, business and local government through the waste levy. Councils alone pay around \$300 million in waste levies every year. Only around 18 per cent of that is reinvested by the NSW Government in recycling and waste management, with the rest disappearing into consolidated revenue.

As part of the campaign LGNSW will be asking every single party contesting the upcoming NSW state election to commit to 100 per cent reinvestment of that levy into waste and recycling.

Conference Motions

Approximately 100 motions were debated on the floor of the Conference. Set out below is a list of some of the motions dealt with at the Conference which may be of interest to Lockhart Shire Council.

- A motion calling for the release of the IPART Report on local government rating was carried.
- A motion calling for all revenue collected from the waste levy to be reinvested in waste and recycling was carried.
- A motion requesting LGNSW to advocate for webcasting of council meetings not to be made mandatory was defeated.
- A motion seeking a change to the Local Government Act to the effect that there can be no forced amalgamations without a plebiscite was carried.
- A motion proposing that the same protection currently provided to Federal and State MPs in the form of parliamentary privilege be also provided to local government councillors was defeated.
- A motion proposing the period of pre-poll voting being reduced to seven days, i.e. the Saturday to Friday prior to an election, was carried.
- A motion requesting that LGNSW advocate for local government elections to be conducted exclusively by postal ballot was defeated.
- A motion requesting that LGNSW lobby the NSW Government to allocate ongoing funds to ensure the financial viability of JOs was carried. (To date only one-off seed funding has been provided.)

Recommendation: That the information be noted.

299/18 RESOLVED on the motion of Crs Verdon and Sharp that the information be noted.
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Status Report/Précis of Correspondence Issued

Status Report: Council Resolutions and Tasks to be finalised

Res. No:	Officer to Action	Info	Action Taken
Ordinary Council Meeting held 15 October 2018			
280/18	GM	Policy 3.18 Credit Card Use Revised policy 3.18 Credit Card Use, as presented, be adopted.	Policy register updated. Complete.
279/18	GM	2018 Annual Picnic Day The Annual Union Picnic Day be held on Monday, 29 October 2018.	Staff representative advised of council's decision. Complete
270/18	GM	Woodhaven Aged Care Facility – Land Ownership a) The land described as Lot 1 DP230301, Lot 2 DP230301, Lot 10 DP1067716 and Lot 1 DP726186 be transferred to Lockhart and District Aged Care Association Inc. trading as Woodhaven Aged Care for \$1.00, and b) Authority be granted for the Transfers and other relevant documentation to be executed under the Council's seal.	Woodhaven Aged Care advised of council's decision and requested to arrange for necessary legal documentation to be prepared and forwarded to Council for execution.
269/18	GM	Australia Day Awards 2019 a) Invite expressions of interest from Lockhart based community organisations to host the 2019 Australia Day celebrations in Lockhart, b) Increase the amount of the subsidy provided to the host organisation from \$3,500 to \$4,000, and c) The composition of the Australia Day Awards Committee for the 2019 Awards again be Crs Driscoll, Schirmer and Sharp.	A notice inviting expressions of interest from Lockhart based community organisations to host the 2019 Australia Day celebrations in Lockhart has appeared in Council's October Newsletter. EOI to host Australia Day received from Lockhart Football & Netball Club. Complete.
261/18	TEDO	Minutes of the TEDSC Meeting – Water Tower Lighting Consideration be given to funding to light the Lockhart Water Tower Mural and that Council investigate possible lighting options.	In progress.
260/18	TEDO	Minutes of the TEDSC Meeting – Water Tower Long Term Maintenance An agreed amount be held in reserve to enable future maintenance of the Lockhart Water Tower as and when needed.	To be addressed in conjunction with the preparation of the 2019/20 Budget.

Ordinary Council Meeting held 17 September 2018			
252/18	DCCS	<p>Closed Agenda – Information Technology Systems – Quotations</p> <p>a) Council approve the purchase of the Electronic Document and Records Management System (EDRMS) HPE Content Manager with initial purchase, setup and training costs to be funded from Council's Systems & IT Improvements Reserve;</p> <p>b) Council approve the purchase of Asset Management system AssetFinda with initial purchase, setup and training costs to be funded from Council's Systems & IT Improvements Reserve;</p> <p>c) Initial and ongoing cost of iPad Minis are to be incorporated and funded from Council's Operating Plan Budget at Quarterly Budget Review; and</p> <p>d) Year 2 and ongoing annual license fees cost are to be incorporated and funded from Council's Operating Plan Budget.</p>	Purchase Order for AssetFinda raised, software licence received and being reviewed.
251/18	DEES	<p>Closed Agenda – Tender – Spray Sealing Contract</p> <p>a) Downer EDI Ltd be awarded the sealing contract for 2018/19 up to value of \$635,000; and</p> <p>b) The General Manager and Director of Engineering & Environmental Services be authorised to execute Purchase Order and Contract.</p>	Letter of award contract issued and purchase order raised and signed. Works being arranged for the New Year. Complete.
248/18	DCCS	<p>Audited Financial Statements</p> <p>a) Council certify 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.</p> <p>b) The funds as listed in the schedule be reported as internally restricted in Council's accounts as at 30 June 2018.</p>	Final Draft set of Statements currently with Crowe Horwath for review. Completed - Auditor(s) will be in attendance at November Council meeting to present and discuss Council's Statements for 2017-18.
237/18	GM	<p>Request for Financial Assistance – The Rock Show Society Inc.</p> <p>a) An amount of \$500 be provided to The Rock Show Society Inc. as a one-off donation; and</p> <p>b) Any financial assistance agreed to be Council be paid to The Rock Show Society Inc. after the governance arrangements referred to in this report have been clarified.</p>	Correspondence has been forwarded to The Rock Show Society Inc. advising of Council's decision to provide a one-off donation subject to clarifying governance arrangements.
Ordinary Council Meeting held 20 August 2018			
206/18	TEDO	<p>Minutes of the TEDSC Meeting - Business Support</p> <p>A business networking evening be held in Lockhart in October and that a professional website developer be engaged to undertake the online Lockhart Shire Business Directory</p>	Complete
Ordinary Council Meeting held 16 July 2018			
181/18	TEDO	<p>Minutes of the TEDSC Meeting – Walk of Fame Launch</p> <p>A high tea to launch the Walk of Fame and Lockhart Water Tower be held on Friday, 12 Oct 2018.</p>	Complete

Ordinary Council Meeting held 18 June 2018			
151/18	TEDO	Minutes of the TEDSC Meeting – Spirit of the Land Art Gallery Spirit of the Land Art Gallery to be established in the Greens Gunyah Museum.	Complete. Museum have space allocated.
Ordinary Council Meeting held 21 May 2018			
138/18	GM	LGNSW 2018 Annual Conference a) Council appoint the Mayor as its voting delegate at the 2018 LGNSW Annual Conference; and b) Councillors wishing to attend the 2018 LGNSW Annual Conference	The conference was attended by Crs Schirmer, Driscoll and Walker and the General Manager. Cr Verdon attended in his capacity as Chair of Riverina Water. Complete.
126/18	DEES	Recycling Update b) Council authorises DEES to negotiate CDS refund sharing agreement with Kurrajong Recycling and bring a further report to Council, and c) Submit a grant application under NSW EPA funding for material recovery facilities when open, for use of recycled glass in road base construction.	a) DEES still in negotiations with Kurrajong Recyclers. See report to Council November 2018. b) Grant funding due to open in October 2018. Webinar in early July on the funding program. DEES has attended webinar and grant funding is currently open. c) has been completed.
117/18	TEDO	Minutes of the TEDSC Meeting – Magnolia Lodge Land TEDSC investigate the existing documentation on the Magnolia Lodge to ascertain previous project plans.	In progress

Ordinary Council Meeting held 16 April 2018			
84/18	GM	<p>Round 2 – Stronger Country Communities Fund</p> <p>a) Council submit the following grant applications (listed in priority order) under Round 2 of the Stronger Country Communities Fund:</p> <ol style="list-style-type: none"> 1. Lockhart Recreation Ground – Facilities for footballers and netballers 2. The Rock Recreation Ground – Toilets and Showers 3. Osborne Recreation Ground – Playground and Traffic Improvements 4. Town/Shire Entrance Signs 5. Town/Shire Beautification 6. Yerong Creek Recreation Ground – Netball and Handball Court 7. The Rock Observatory 8. The Rock Recreation Ground – Relocation of Pony Club and New Oval 9. ½ Basketball Court at The Rock <p>b) Any of the above projects that are unsuccessful in securing grant funding under the Stronger Country Communities Fund may be funded from Council's Reserves; and</p> <p>c) Council's Reserves be replenished over time with the proceeds from the sale of residential lots in Stage 2 of the Carson Road subdivision at The Rock.</p>	<p>All nine grant applications have been submitted by the closing date of 4 May 2018.</p> <p>A public announcement regarding the outcome of the applications is imminent.</p>
80/18	DCCS	<p>Minutes of the TEDSC Meeting – Lockhart Childcare Facilities</p> <p>Council investigate a scheme to benefit the serious lack of childcare facilities in Lockhart.</p>	<p>A survey to be designed then distributed to Lockhart and surrounding area.</p> <p>Survey posted Wed 15 August.</p> <p>Survey closed 10 Sept, now collating responses.</p> <p>Refer Item 3 in agenda.</p>

Ordinary Council Meeting held 19 March 2018			
68/18	GM	<p>Closed Agenda – Green Street West Lockhart – Price Review</p> <p>a) Council adopt the following asking process for lots remaining unsold in the residential subdivision at Green Street West, Lockhart:</p> <p>a. \$25,000 Lots 1, 6, 7, 9, 10, 23, 24, 25, 27, 28, 29, 30, 31, and 32</p> <p>b. \$27,500 Lots 12, 16, 17 and 18</p> <p>c. \$44,000 Lots 11 and 34</p> <p>b) That in relation to Lots 6-7, 9-10, 23-25 and 28-31, the price of two adjoining lots sold in a single transaction, i.e. one contract of sale, be reduced to \$22,000 each or a total contract price of \$44,000.</p> <p>c) That Lot 8 Rockliff Court in the Green Street West Residential Estate be taken off the Market whilst cost estimates are prepared for converting the allotment into a local park.</p> <p>d) That the GM be authorised to negotiate with project home builders for establishment of a display home at Green Street West with any incentives to be offered to be subject to approval by Council.</p>	<p>Council's agent has been informed of the revised selling prices adopted by Council.</p> <p>Council's agent is contacting all builders on its data base regarding incentives that might encourage the construction of a spec/display home.</p> <p>A cost estimate for converting an allotment into a park is currently being prepared.</p>
51/18	GM	<p>Lockhart Renewable Energy Project</p> <p>a) Project update provided by Better Energy Technology Pty Ltd noted,</p> <p>b) Lockhart Renewable Energy Project Information Brochure endorsed for distribution to Lockhart premises.</p>	<p>Application for funding of Phase 1 of the project (regulatory & planning approvals) is being resubmitted by BET with the Australian Renewable Energy Agency (ARENA) after the initial application was declined.</p>
Ordinary Council Meeting held 5 February 2018			
21/18	GM	<p>Joint Organisations of Council</p> <p>Council will support the continuation of REROC for a period no longer than 12 months from the proclamation of the Joint Organisation.</p>	<p>JOs proclaimed and discussions continuing between member councils regarding governance arrangements.</p> <p>First JO Board meeting was held on 19/10/18.</p>
Ordinary Council Meeting held 18 December 2017			
316/17	GM	<p>The Rock to Boree Creek Rail Line</p> <p>Council to continue to make applications when further rounds of funding are released.</p>	<p>A further application will be made when next funding round is launched.</p>

Ordinary Council Meeting held 16 October 2017			
266/17	DEES	<p>Closed Agenda – Tender – Waste Contract</p> <p>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</p> <p>b) General Manager and Director of Engineering & Environmental Services authorised to sign Contract and Purchase Orders; and</p> <p>c) Council to make application for grant funding to supply FOGO bins and kitchen caddy's; and</p> <p>d) Undertake resident education program on 3-bin system and FOGO collection; and</p> <p>e) Staff authorised to enter into negotiations with Kurrajong Waratah to continue with Recyclables processing on behalf of Lockhart Shire Council.</p>	<p>(a) & (b) Letter issued to Cleanaway. Contracts prepared. Cleanaway has commenced new contract with new truck, still operating on two bin system. Two bin system to continue till 1 April 2019 at this stage.</p> <p>(c) & (d) Council engaging consultant to assist with grant application. Consultant is working on documentation and grant application. Grant application submitted.</p> <p>(e) Council met with Kurrajong Waratah. Negotiations progressing well, waiting on CDS information before can finalise agreement. Staff had further discussions with Kurrajong recently. See report to Council meeting November 2018.</p> <p>Grants for FOGO implementation now open and currently preparing application. Consultant still working on composting licence requirements. Grant submitted. Awaiting outcome.</p>
Ordinary Council Meeting held 21 August 2017			
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>	<p>Consideration to be given as an office for the solar project if successful prior to advertising availability.</p>
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>	<p>Training and Development opportunities distributed to Councillors as they arise.</p> <p>Draft Councillor Professional Development Guidelines recently released by OLG. Awaiting final version of Guidelines following a period of consultation.</p>

Ordinary Council Meeting held 18 April 2017			
72/17	DEES	Caravan Parks a) Information noted pending a furthermore detailed report b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and 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.	More detailed report to be presented at a future Council meeting. Items (b) & (c) are complete. Staff currently compiling information to put together further report.
Ordinary Council Meeting held 20 March 2017			
33/17	TEDO	Minutes of the Tourism/Economic Steering Committee Meeting – Shire Signs Designs for the Shire signs to be investigated.	Application lodged under the Stronger country Communities Fund – Round2. A public announcement regarding the outcome of the applications is imminent.
Ordinary Council Meeting held 21 November 2016			
315/16	GM/ TEDO	Australian Kelpie Hall of Fame a) Greens Gonyah Museum be requested to develop and provide a long-term business plan to Council, outlining future developments and how they will be funded, and b) The item be brought back to Council for further discussion in the 2017/18 FY.	Complete. Lockhart & District Historical Society working on refurbishment of Billabong Motors Building. No further action at this stage.
Ordinary Council Meeting held 19 September 2016			
241/16	TEDO	Minutes of Tourism/Economic Development Steering Committee - Town Visitor Information Boards New town visitor information boards to be designed and installed in The Rock and Lockhart.	Signs due for delivery.
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. Lockhart Central School has used for 2018 HSC exams. No enquiries for a permanent tenant.
Ordinary Council Meeting held 15 October 2018 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Verdon – Status of The Rock Subdivision - Enquired as to the status of The Rock subdivision?	DEES advised the draft linen plan has been submitted to Council, however it needs some refinement around easements following which it should be ready to lodge with solicitors for registration. Draft linen plan received, a couple of further amendments needed. Works on sealing Carson Road has commenced.

	DEES	Cr Day OAM – Farm Safety Courses – In light of the recent tragic farm accident in Yerong Creek, enquired if Council's Road Safety Officer would be able to run some farm safety courses in the Shire?	DEES advised he will make some enquiries and advise. DEES has spoken with Road Safety Officer and agreed this is not applicable for her role. Complete.
	GM	Cr Day OAM – Police Presence when Shire Events are being held – Noted that it took Police over an hour to be able to respond to an incident at the recent Lockhart Show and wondered if this could be discussed at the next Police and Community Consultation Group (PCCG) Meeting?	GM advised he will convey this comment at the next PCCG meeting. Matter raised at PCCG meeting held on 13-11-18. Complete.
	DEES	Cr Marston – Paving Lifting at The Rock Cemetery – advised that paving next to Betty Anderson's grave in the lawn cemetery area has lifted and split.	DEES advised he will investigate and take appropriate action. Staff have investigated and advise this will be an ongoing issue in this section of the lawn cemetery. Staff will make temporary repairs as best it can shortly. In the long term the paving will most likely need to be replaced once all the grave sites are filled. Complete.
	DEES	Cr Marston – The Rock Recreation Ground Playing Surface – Advised that the oval playing surface in the north east corner of the ground is very hard due to tree roots drawing moisture from the paying surface and requested Council's assistance in this matter.	DEES advised that this is normally a matter for the s355 Committee and they should approach Council if they feel they need assistance with this issue. No further action for Council at this stage. Complete.
	DEES	Cr Rockliff – Light at the Entrance to the Lockhart Caravan Park – Enquired as to the addition of a light at the entrance to the Lockhart Caravan Park?	DEES advised he will investigate and advise. This is being considered with Master Plan of Lockhart CBD area. Complete.
Councillor's Questions	DEES	Cr Rockliff – Recently Purchased Blocks on Green St West Opposite Hodgson Park – Enquired as to what was happening with the recently purchased blocks on Green St West, opposite Hodgson Park?	DEES advised that a Master Plan is currently being devised to develop walking tracks and other beautification works along the creek which will take in these blocks and others as part of the Voluntary Purchase Scheme. No further action by Council at this stage. Complete.
	DEES	Cr Sharp – Guard Rail in Culvert Crossing on Albury Rd, Pleasant Hills Turnoff – Advised that the guard rail in the culvert crossing on Albury Rd at the Pleasant Hills turnoff is missing an end terminal.	DEES advised he will investigate and take appropriate action. DEES has investigated and the guardrail is satisfactory. Complete.

Ordinary Council Meeting held 17 September 2018 – Councillor Questions & Statements			
Councillor's Questions	GM/Mayor	Cr Verdon – Wagga Wagga City Council's (WWCC) Position regarding Riverina Joint Organisation (RIVJO) – Enquired as to an update regarding WWCC's position regarding joining the RIVJO.	The Mayor advised that the WWCC had indicated in writing that it was prepared to join the RIVJO subject to certain conditions and that the conditions were acceptable to the RIVJO member councils insofar as they were able to be accommodated within the provisions of the Local Government Act. Discussions are continuing between WWCC and JO member councils.
	GM/Mayor	Cr Day OAM – Dr Joe McGirr's Election as Member for Wagga Wagga – Enquired if a letter of congratulations has been sent to Dr McGirr on his election to the seat of Wagga Wagga, and also enquired if an invitation to the upcoming Spirit of the Land Festival could be sent?	The Mayor advised that a letter of congratulations is being prepared and will be forwarded to Dr McGirr the next day. The General Manager confirmed that Spirit of the Land Lockhart Inc. has already issued an invitation to Dr McGirr to attend the Spirit of the Land Festival on 13 and 14 October 2018. Complete
	Mayor	Cr Day OAM – Article in Today's Daily Advertiser by Keith Wheeler - Drew Council's attention to an article written by Keith Wheeler in today's Daily Advertiser which stated, " <i>The Wagga Wagga electorate includes Lockhart, a council that will disappear with the next round of Liberal amalgamations.</i> " Enquired if this statement could be addressed in the letter to our new Local Member for Wagga Wagga?	The Mayor advised that this issue can be addressed with the new Local Member in due course and that the initial correspondence from Council should be limited to conveying Council's congratulations. Complete.
	DEES	Cr Marston – Donation Box at The Rock Recreation Ground - Thanked staff for the new donation box in the male toilets at The Rock Recreation Ground and asked if a donation box could also be installed in the female toilets?	DEES advised he will arrange for this to occur. Second donation box has been ordered. Box is ready to be picked up and installed.
Councillor's Questions	GM	Cr Rockliff – Notification to Shop Owners of Events being held in Lockhart - Enquired as to whether businesses in the CBD could be advised if there is going to be an event like the recent Antique Bottle Show that was held in the Lockhart Memorial Hall last weekend, to help ensure businesses are open and trading when these events are conducted?	The General Manager advised that he will investigate whether an appropriate system can be put in place to communicate this information to local businesses when bookings are taken at Council's office for these types of events.

	DEES	Cr Douglas – Double Glazing in New Home Builds – Enquired if there are any provisions in DA's to encourage double glazing in new homes as an energy saving initiative?	DEES advised that legally Council is only required to enforce the NSW Government's BASIX and BCA requirements. Council could, if it wishes, include a clause in its DCP to encourage property owners to consider other, higher level energy saving initiatives, however would not be able to mandate the requirements. No further action required. Complete.
	DEES	Cr Sharp – Bus Stop Signs, Figtree Rd - Advised that the parent of the school children picked up by the school bus on Figtree Rd requested school bus signs to be installed either side of Ledheys Lane.	DEES thanked Cr Sharp for this information and will arrange for the signs to be installed. Signs ordered and will be installed when available.
	DEES	Cr Schirmer – Installation of Handrails in the Lockhart Caravan Park Toilets and Showers - Enquired as to whether handrails could be installed in the Lockhart Caravan Park toilets and showers as he has received requests from "grey nomad" travellers?	DEES advised he will investigate and take appropriate action. Staff currently investigating. Staff have investigated and the amenities block is not really designed/suitable for handrails. Further investigations with local builder is occurring and handrails will be installed if possible. Complete.
	Councillors	Cr Schirmer – Mayor's Christmas Party 2018 – Advised Councillors that the Mayor's Christmas Party will be held on Saturday, 8 December at the Rock Golf Club and could Councillors please think about and advise on invitations.	
Ordinary Council Meeting held 18 June 2018 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Driscoll – Availability of New Lots on Carson Rd, The Rock – Enquired as to when the new lots on Carson Rd, The Rock will be available for sale?	DEES advised Council is waiting for Telstra to commence installation. Electrical services are installed but yet to be commissioned. The surveyor is due on site shortly to commence the survey and registration process whilst waiting for services to be completed. Telstra being installed, survey to follow. Telstra and power installed. Survey of lots occurring. Survey plan nearing completion. See comments from Q&S 15 October 2018. Complete.

	DEES	Cr Sharp – Vandal/Theft Proofing of Road Name Signs – Enquired as to whether road name signs could be made vandal/theft proof as the Thomas Lane sign has been stolen less than a week after being installed.	DEES advised he will investigate and take appropriate action. New bolts are being investigated which should help reduce vandalism of the signs. Complete.
Councillor's Questions	DEES	Cr Schirmer – Shrubs Growing at the Intersection of Western and Bidgeemia Rds – Advised that shrubs growing at the intersection of Western and Bidgeemia Rds are obstructing sight distance for drivers.	DEES advised he will investigate and take appropriate action. DEES has investigated and vegetation control works to occur once environmental assessment has been completed.
Ordinary Council Meeting held 21 May 2018 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Rockliff – Water going into Back Yards between Green & Hebden Sts, Lockhart – Advised he has been approached by 2 residents regarding water going into back yards between Green and Hebden Sts, Lockhart.	DEES advised he is aware of the issue and will investigate when time and resourcing permits.
	DEES	Cr Driscoll – Missing Town Entrance Sign – Advised that The Rock entrance sign on the Olympic Highway on the Yerong Creek side is missing.	DEES advised he will investigate and advise, and also noted that town entrance signs were part of the recent SCCF grant application. DEES has had discussions with GHSC about reinstalling the sign, which is located at The Rock depot. Expect this will be undertaken in the near future.
	DEES	Cr Verdon – Funding to Improve Accessibility – Stated the Arts Council received significant grant funding to improve accessibility to events and enquired if Council could access NDIS funding to improve accessibility around the Shire.	DEES advised he will make some enquiries and advise. DEES has investigated and NDIS funding is for individuals and not organisations. Staff currently looking into what other funding maybe available. There will be an opportunity to address this issue with CBD master planning works. Complete.
Ordinary Council Meeting held 16 April 2018 – Councillor Questions & Statements			
Councillor's Questions	GM	Cr Verdon – Lockhart Shire Council Polo Shirts for Councillors – Enquired as to whether Councillors could have a Lockhart Shire Council Polo shirt to wear when representing Council at less formal functions?	Polo Shirts have been made available to councillors. Complete.
Ordinary Council Meeting held 5 February 2018 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Sharp – Issue with Murray Pines Encroaching Henty-Pleasant Hills Rd – advised had received a letter from a resident re. these trees on Henty-Pleasant Hills Rd, just east of Figtree Lane.	DEES advised will investigate and take appropriate action. DEES has inspected the site and is currently having the vegetation assessed by Environmental Officer. Trees to be trimmed have been identified and works will occur as resourcing permits.

Ordinary Council Meeting held 18 December 2017 – Councillor Questions & Statements			
Council lor's Questio ns	GM	Cr Marston – Council Elections – Enquired if Council, for the 2020 Council Elections would consider advertising its own election (not through AEC) to save money.	GM advised that this could be considered at the appropriate time, closer to the election year.
Ordinary Council Meeting held 20 November 2017 – Councillor Questions & Statements			
Councillor's Questions	GM	Cr Marston – Potential Purchase of Land for Development – Following completion of Carson Rd Development, The Rock, enquired if Council could look into the purchase of more land for development (using borrowings) – Shire-wide, but maybe concentrating on The Rock and lifestyle blocks in Yerong Creek, requesting this be put on the agenda for further discussion.	Discussions have been held with Council's agent and the availability of suitable developable land coming on to the market is being monitored.
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.
Councillor's Questions	COUNCIL LORS	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.	Councillors attended the Friday fish & chips night at Yerong Creek on 6 July 2018.
Ordinary Council Meeting held 18 April 2017 – Councillor Questions & Statements			
Councillors' Questions	DEES	Cr Verdon – Song Written by Former Grader Operator Mr Keith Ball – Enquired as to whether Council had a copy of the song about working on Council and if not, could a copy be obtained for historical purposes?	DEES advised he is not aware of the song and will contact the Funeral Director. Staff have spoken with family, a copy to be forwarded to Council in due course. Staff following up with the family again.

19 November 2018 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
15/10/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 12 October 2018	S20-007
15/10/18	ALGA News Editor	ALGA News 12 October 2018	A75-005
15/10/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 5 Oct 2018	S20-007
15/10/18	ALGA News Editor	ALGA News 5 October 2018	A75-005
15/10/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 28 September 2018	S20-007
18/10/18	ALGA News Editor	ALGA News 28 September 2018	A75-005
22/10/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 19 Oct 2018	S20-007
22/10/18	ALGA News Editor	ALGA News 19 October 2018	A75-005
31/10/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 26 Oct 2018	S20-007
31/10/18	ALGA News Editor	ALGA News 26 October 2018	A75-005
5/11/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 2 November 2019	S20-007
5/11/18	ALGA News Editor	ALGA News 2 November 2018	A75-005
12/11/18	Cr Linda Scott, LGNSW	LGNSW Weekly – 9 November 2018	S20-007
12/11/18	ALGA News Editor	ALGA News 9 November 2018	A75-005

Recommendation: That the information be noted.

300/18	RESOLVED on the motion of Crs Sharp and Walker that the information be noted.
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Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. THE ROCK RECREATION GROUND SECTION 355 COMMITTEE MANAGEMENT COMMITTEE (DCCS/C70-035)

Executive Summary

The recent completion of the new amenities building at The Rock swimming pool requires Council to review its delegation of authority extended to The Rock Recreation Ground Section 355 Management Committees.

Report

Council has delegated to The Rock Recreation Ground Management Committee the care, control and management of The Rock Recreation Ground.

The new amenities building at the adjacent swimming pool complex, which will be officially opened on Friday 16 November 2018, includes a community space/gymnasium in addition to the change rooms, canteen and other amenities normally provided in a swimming pool complex.

It is proposed that the community space/gymnasium, which will be available for use all year around, be managed by The Rock Recreation Ground Management Committee. All the other amenities will be managed by the person contracted by Council to manage the swimming pool complex during the summer season.

Accordingly, it is recommended that the existing delegation to The Rock Recreation Ground Management Committee be extended to include management of the community space/ gymnasium.

Integrated Planning and Reporting Reference

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

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

A1 - Within financial means support and fund section 355 committees to manage and maintain council facilities.

Legislative Policy and Planning Implications

Committees are established by a resolution of Council pursuant to section 355 of the Local Government Act. The Council may dissolve any such Committee at any time.

Once a committee is established by a Council resolution, the Council may, pursuant to section 377 of the Local Government Act, delegate certain functions to that committee.

Budget and Financial Aspects

The 2018/19 Budget makes provision for financial support to be provided to all committees established pursuant to Section 355 of the Local Government Act.

Attachments

Nil.

Recommendation: That:

- a) Council extend the delegation given to The Rock Recreation Ground Management Committee to include management of the community space/gymnasium at The Rock Swimming Pool complex; and
- b) Council's Policy 1.11 Section 355 Committees be amended to reflect the foregoing change.

301/18	RESOLVED on the motion of Crs Douglas and Sharp that: <ul style="list-style-type: none">a) Council extend the delegation given to The Rock Recreation Ground Management Committee to include management of the community space/gymnasium at The Rock Swimming Pool complex; andb) Council's Policy 1.11 Section 355 Committees be amended to reflect the foregoing change.
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2. REQUEST TO REFUND DEVELOPMENT APPLICATION FEES PAID TO COUNCIL (GM/D30-005)

Executive Summary

A request to refund development applications fees and/or provide in-kind assistance has been received and is tabled for Council's consideration.

Report

Council has received a request from The Rock Charity Rodeo in relation to a development application and event management plan lodged for the conduct of a Charity Rodeo at The Rock Showground on 15 December 2018.

The Rock Charity Rodeo has requested a refund of the development application fees paid to Council, i.e. \$465 or an in-kind contribution by way of the provision of two skip bins to assist in managing the waste. The value of the in-kind contribution requested is estimated at \$600.

According to The Rock Charity Rodeo all profits from the event will be directed to local charities. A copy of the request received from The Rock Charity Rodeo is attached.

Council agreed to a similar request in 2017.

Integrated Planning and Reporting Reference

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

Legislative Policy and 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 and Financial Aspects

If Council agrees to the requests 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 2018/19 Budget for this purpose.

Attachments

- 1. Letter from The Rock Charity Rodeo dated 6 November 2018.

Recommendation: That:

- a) Council agree to refund Development Application fees paid by The Rock Charity Rodeo in the amount of \$465;
- b) Provide in kind assistance by providing two skip bins; and
- c) The cost of the financial assistance outlined above be met from Council's 2018/19 Section 356 Contributions Budget.

302/18

RESOLVED on the motion of Crs Verdon and Walker that:

- a) Council agree to refund Development Application fees paid by The Rock Charity Rodeo in the amount of \$465;
- b) Provide in kind assistance by providing two skip bins;
- c) The cost of the financial assistance outlined above be met from Council's 2018/19 Section 356 Contributions Budget; and
- d) Council receive feedback on the dispersal of profits.

3. CHILDCARE SURVEY – LOCKHART AND SURROUNDING AREA

(DCCS/E10-005)

Executive Summary

Report on the results of the Childcare Survey conducted for the Lockhart and surrounding area.

Report

During August this year Council distributed a survey on the demand for childcare services in Lockhart and surrounding area. The survey was distributed to all residences in Lockhart and the mail delivery runs surrounding Lockhart.

Council received 31 survey responses, of which 19 respondents involved families with children. In relation to the families with children, there are 35 children, in the following age ranges:

- Under 4 years 4 children
- 4 to 9 years 22 children
- 10 to 12 years 9 children.

Of the 19 respondents with children, 9 are currently using some sort of childcare arrangement(s) for their child/ren, and 10 respondents are not.

With respect to the anticipated demand for childcare, there was a strong demand (86%) evenly spread across all types, i.e. Long Day Care, Before and After School Care and Vacation Care.

General comments from respondents were varied. A summary of comments provided:

- Child care for children under 4 years is very limited.
- In order to attract and retain professionals to Lockhart the availability of Childcare Services must increase.

It is suggested that Council continue to monitor the situation, maintain contact with the current operator(s) and review the situation if and when necessary.

Integrated Planning and Reporting Reference

- A3 – People of all ages, abilities and backgrounds participate in community life.
– Support our children and young people.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted.

303/18	RESOLVED on the motion of Crs Douglas and Rockliff that the information be noted.
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STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

Nil.

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

4. BIOSECURITY AND ENVIRONMENTAL REPORT

(DEES/N10-025)

Executive Summary

Monthly report on priority weeds and environmental matters.

Report

Weeds

Property Inspections

Inspections were carried out on both rural and residential properties, which were selected due to a change of ownership.

The weeds most commonly found were Horehound (*Marrumbium vulgare*), Privet (*Ligustrum sp.*), Willow (*Salix sp.*), Asparagus weed (*Asparagus sp.*), Lippia (*Phyla canescens*), Athel Pine (*Tamarix aphylla*), and Green Cestrum (*Cestrum parqui*).

No. 1 st Inspections	No. Re-inspections required	No.2 nd Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No.3 rd Inspections	No.4 th Inspections
8	2	0	0	0	0	0

Control Program

Priority has been given to the control of vegetation on the roadside shoulders. The bulk of roadside shoulder spraying program usually occurs in September, yet extremely dry weather forced the plants into drought stress, leading to inefficient chemical application. As such, the program was delayed until sufficient rain was received, and plants were in a ready state to uptake chemical application.

In order to combat the infestation of Rhodes Feathertop Grass (*Chloris virgata*) that the Shire experienced last season and to combat the patches of resistant ryegrass that are present, local agronomists have recommended a herbicide combination to destroy the groundcover on the roadside shoulders and provide an approved residual to address future germinations. Assessment of this trial will be monitored.

Integrated Planning and Reporting Reference

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

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

C3 – Flora and fauna are protected across the Shire.

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachments

Nil.

Recommendation: That the information in this report be noted.

304/18	RESOLVED on the motion of Crs Sharp and Walker that the information in this report be noted.
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5. CONTAINER DEPOSIT SCHEME

(DEES/W05-060)

Executive Summary

Update on the status of Council's agreement with Kurrajong Recycling regarding the Container Deposit Scheme (CDS).

Report

The NSW Government's Container Deposit Scheme (CDS) has been in operation since 1 December 2017. Under the scheme parameters, Lockhart township is required to receive a CDS collection point. At this stage Tomra Cleanaway (scheme operator) has yet to indicate when this might occur. In fact, at a forum in Wagga earlier in the year it was indicated to REROC that they thought they had rolled out all collection points required in our area, which is not even close to reality. Currently people of Lockhart Shire have to travel to Wagga or Henty to redeem their 10c for eligible containers.

Last year Council resolved not to participate in the scheme due to the likely impact on costs to ratepayers. REROC has been advocating on our behalf with still no result to-date. Council staff propose to wait until Tomra Cleanaway make a firm commitment with its collection points for Lockhart and the Shire. After this commitment is advised it may then be applicable to discuss with local community groups and the like on what options for a collection point might be available/suitable.

Further, under the CDS material recovery protocol, Council must enter into a refund sharing agreement with its MRF (Kurrajong Recycling) by 1 December 2018 regarding refund from eligible containers from the kerbside collection. Council staff have been in discussions with Kurrajong Recycling and have agreed to a 50/50 sharing of the refund, which staff believe is fair and reasonable, given the costs associated with administrating the scheme that MRF's must wear.

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

Council's share of the refund from CDS associated from kerbside collection is anticipated to be approximately \$15,000 per annum.

Attachments

1. Draft CDS Refund Sharing Agreement with Lockhart Shire Council.

Recommendation: That Council:

- a) Notes the information provided, and
- b) Authorises the General Manager and Director Engineering and Environmental Services to execute the CDS refund sharing agreement with Kurrajong Recycling.

305/18

RESOLVED on the motion of Crs Marston and Day that Council:

- a) Notes the information provided, and
- b) Authorises the General Manager and Director Engineering and Environmental Services to execute the CDS refund sharing agreement with Kurrajong Recycling.

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

6. ENGINEERING REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering matters.

Background Information

- (a) *Works Report:* Two grader crews have commenced gravel re-sheets as well as continuing with maintenance grading in accordance with updated programme. Other construction projects are due to commence late November 2018 with shoulder widening of The Rock Mangoplah Road to occur first.

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

Concrete crew is undertaking HML bridges project being the repair and upgrade of 9 bridge structures throughout the Shire, with both Egans Creek and Moreys Bridges almost complete. Next bridge upgrade will be Brookong Creek in Lockhart. The first of the culverts to upgrade on the crossing on Green Street have been delivered. These works are not scheduled to commence until the New Year with traffic generally having access via one lane.

External pool upgrade works have been completed to Lockhart Pool, with the concrete crew now concentrating on The Rock Pool so as to be ready for the opening on 16 November 2018.

Council has been advised that it has been successful with its grant application under the Heavy Vehicle Safety & Productivity Program (HVSPP) for replacement of a further 4 structures as well as Flood Detour Road upgrade. It is expected that these projects will commence mid-2019. Design works are being undertaken for Flood Detour Road, with the road to be designed to accommodate B-Doubles, as well as improve drainage in the area.

Council has submitted a full business case grant application for the upgrade of Urana Lockhart Road, which would be the widening and heavy patching works on 22.5km of MR59. It is hoped that Council will hear determination on the application by early 2019.

In addition, Council has recently submitted a grant application under the Drought Relief Heavy Vehicles Access program for the trimming of trees and vegetation to allow 4.6m high access across the Shire. Council approved 4.6m access in May 2017, as well as recently granted Class 3 Drought Assistance Dimension Exemption Notice 2018 to assist farmers, allowing more efficient movement of hay and livestock by use of the higher and wider loads. The trimming of trees will not only assist with higher vehicles but also modern agricultural equipment. Council has received numerous complaints in recent times regarding overhanging branches however to date has not had the resources to deal with the matter on a large scale across the Shire. It is hoped Council will hear an outcome on the application in early December 2018.

The NSW Government Office of Emergency Management (OEM) in conjunction with the Federal Government has launched in Disaster Recovery Funding Arrangements (DRFA), commencing 1 November 2018. Council has opted-in to the use of day labour and plant arrangements. This is a win for Lockhart Shire Council as it is more cost effective than the original arrangements, plus it also means Council can use its own resources in the restoration works, which is again more cost effective and will enable Council to be more responsive in the event of a natural disaster.

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

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

- (d) *Traffic Committee*: The Traffic Committee has endorsed the report to extend the 50 km/hr zone on the west side of Lockhart to incorporate Flood Detour Road in the urban zone. This has been undertaken as part of the design process to upgrade and seal the road. Council is now waiting on RMS speed zone unit sign off on the extended speed zone.
- (e) *Lockhart Local Emergency Management Committee*: Nil to report.
- (f) *Fleet*: Council staff have commenced fleet replacement program for 2018-19, with all vehicles, tractors and mowers now been delivered. The new rollers are due in the first quarter in 2019.

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

New 12-month Works Programme (to be handed out separately at meeting).

Recommendation: That the information be noted.

306/18 RESOLVED on the motion of Crs Rockliff and Walker that the information be noted.

7. MAJOR PROJECTS UPDATE – NOVEMBER 2018

(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*: (i) *Lockhart* pool was opened on 27 October 2018, with 381 people in attendance. Everyone agreed the new facility is amazing. Patronage for the first week was fantastic, with 1156 people through the gates! It is hoped that this continues. Large school groups from Wagga have booked end of year reward day at the pool. (ii) *The Rock* new amenities are now substantially complete. External works have commenced and progressing well. The Rock amenities opening is scheduled for Friday 16 November 2018.

The Rock pool works itself is planned to be undertaken in 2019 between swimming seasons.

- b) *Demolition of Voluntary Purchase Properties*: Grant application has been submitted for Voluntary Purchase of properties in Lockhart for the next three years. The Voluntary Purchase of properties in The Rock has been completed. Council staff have recently been advised in writing by OEH that no VP will be occurring in 2018/19 year.
- c) *Flood Mitigation Construction-Lockhart*: Council has submitted grant application for Stage 2 flood mitigation works in Lockhart, being the drainage system east of the Industrial Park. It is hoped that an outcome on this grant application will be heard shortly.

- d) *Flood Mitigation Construction-The Rock*: The Rock Strevens Street drainage project is 75% complete. The main drain, Mangoplah Road culvert, railway and private culvert crossings are all complete. The Contractor has advised verbally that wishes to withdraw from the remainder of the Contract, being the Olympic Highway culverts upgrade. Council is working with the Contractor and an alternate solution to allow the project to be completed. It is now anticipated that the project will be completed in April/May 2019. Further details will be provided at the December 2018 meeting.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

- (i) Pools – total refurbishment costs estimated to be \$4.7M for both pools
- (ii) VP Demolition – Round 3 – purchase & demolition costs for both properties is anticipated to be \$420,000, with OEH to provide grant funding of approximately \$360,000
- (iii) Flood Mitigation Construction - Funding received for Strevens Street is \$856,000. Construction budget for the project is \$1.0M.

Attachment

Nil.

Recommendation: That the information be noted.

307/18 RESOLVED on the motion of Crs Verdon and Driscoll that the information be noted.

8. PARKS AND GARDENS REPORT

(DEES/P10-005)

Executive Summary

Monthly report on parks and gardens.

Report

Lockhart Swimming Pool

Parks and Urban Maintenance (P&UM) was highly involved in the final weeks of preparation for the grand opening of the new pool complex. Turf was laid after the installation of the new irrigation system, trees planted, existing gardens were given a face lift and new gardens were planted and mulched, softfall was spread after the installation of the playground equipment and the new BBQ installed.

A great team effort by all sections of Council and contractors alike has seen the completion of a wonderful complex that is already bringing family and friends together and will continue to do so for future generations. Early attendance figures have been excellent and are sure to continue with such an excellent facility and a long hot summer in front of us.

CWA Park

Following the painting of the water tower which involved parking a very large crane on the lawn, a corer was hired and then the lawn was topdressed. The gardens will also be tidied up prior to the grand opening of the tower.

Council took advantage of the daily hire rate and also cored and topdressed a number of other areas. The coring appears to have been quite successful. The corer will be hired again in the future to renovate some larger lawn areas.

Walter Day Park

Corten steel edging has been installed around the garden beds in Walter Day Park, continuing the edging used in the landscape work around the new toilet block last year. The edging will define the gardens and assist with lawn maintenance. The lawns are being topdressed along the edging and the gardens freshen up with new mulch.

The granite path will also be extend from 'The 9 Martyrs' to the Halliday Street side of the rose garden to encourage visitors to explore the park further.

Trees

Annual pruning of street and park trees is mostly completed.

Where possible trees were also be pruned to improve access for the streetsweeper. Trees planted this year and last year are being watered regularly along with a number of recently planted gardens. The current weather conditions suggest that the watering schedule may have to be dramatically increased this year.

Mowing and Slashing

The spring mowing schedule has focused on prominent areas for upcoming events in and around the shire including; Henty Field Days, the Picolight Fly-in, Lockhart Show, Spirit of the Land Festival and Lockhart Picnic Races.

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 especially clover is being conducted.

Parks and Gardens

Irrigation systems are being checked and adjusted. Running times will be increased as weather warms up.

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

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.

308/18

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

9. SEWERAGE SERVICES – LOCKHART SHIRE

(DEES/S15-035)

Executive Summary

Council has been successful in securing funding under the NSW Government's Safe and Secure Water Program Fund to undertake a scoping study for the replacement of the Lockhart Sewerage Treatment Plant (STP).

Report

The NSW Government has released the Safe and Secure Water Program Fund to provide quality water and sewerage services to regional NSW. This is a \$1 billion program for regional water issues (primarily security and supply). Council can apply under the category 'Drinking water quality and wastewater management projects'.

It is a 2-stage application process for each stage of the development; first an EOI followed by a Detailed Application. Selection principles are based on growth, asset replacement, and public benefit; with the latter two applicable to Lockhart Shire, with a focus on meeting best practice.

Ultimately funding would be used to upgrade treatment works to meet contemporary standards, and regulatory requirements. Lockhart Sewerage Treatment Plant is 50 years old and uses outdated technology (Trickling Filter). It is manually operated and requires attendance 7-days per week.

Upgrading the Lockhart Treatment Works to IDEA treatment process which is better technology, more advanced treatment, and allows for automation of systems. This provides opportunities to invest in renewable technologies for plant, reducing operational costs, as well as provision to introduce tertiary treatment to the plant allowing expansion on Council's ability to provide recycled water.

Council has been successful in obtaining grant funding under the Safe and Secure Program to undertake the Scoping Study for the replacement of Lockhart STP. On successful completion of the Scoping Study Council can then apply for grant funding for the full business case and design of the new plant. NSW Public Works Advisory will undertake the scoping study as they are specialists in this field and have the well-developed relationships with other NSW Departments such as EPA and DPI. It is anticipated that the scoping study will take approximately 7-9 months to complete.

In keeping with being able to have access to the Safe and Secure Funding, Council must also maintain its best practice documentation for the management of its sewerage services. The recent completion of the Development Servicing Plan (DSP) was the final piece of the puzzle for Council in regard to the suite of documents required. However, Council's Integrated Water Cycle Management (IWCM) Strategy is up for renewal in 2019 (must be done every eight years). Council have been in discussion with Riverina Water and neighbouring Councils that also use Riverina Water, being Greater Hume and Wagga Wagga, about undertaking a joint IWCM. This has been favourable with all parties obtaining quotes from NSW Public Works Advisory to undertake the new Strategy. As this process takes 12-15 months to complete it was agreed to commence this in early 2019, to ensure the new strategy is in place in order to continue compliance with NSW Government's best practice guidelines.

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

- Local Government Act provides provisions for Councils to act as Local Water Utilities (LWU).
- All operations to be in accordance with EPA licencing requirements.

Budget and Financial Aspects

- Early estimated costs to replace Lockhart Sewerage Treatment Plant is approximately \$4-5M.
- Grant funding for scoping study received is \$112,500; Council contribution required is \$37,500; total cost being \$150,000
- Total IWCM Strategy cost is \$100,000 which is required over 2018/19 and 2019/20 financial years, which has been included in Councils current 30-year Sewer Financial Plan, however is required to be brought forward to meet the new timeline.

Attachments

Nil.

Recommendation: That Council:

- a) Notes the information provided;
- b) Authorises the Mayor and General Manager to execute under Council Seal the NSW Restart Funding Deed for Lockhart Sewerage Treatment Plant Scoping Study; and
- c) Undertakes adjustments to Sewer Fund 2018/19 budget required at the next quarterly budget review to accommodate both Scoping Study and IWCM Strategy renewal.

309/18	RESOLVED on the motion of Crs Rockliff and Driscoll that Council: <ol style="list-style-type: none">a) Notes the information provided;b) Authorises the Mayor and General Manager to execute under Council Seal the NSW Restart Funding Deed for Lockhart Sewerage Treatment Plant Scoping Study; andc) Undertakes adjustments to Sewer Fund 2018/19 budget required at the next quarterly budget review to accommodate both Scoping Study and IWCM Strategy renewal.
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10. GRANT APPLICATION – PLAYGROUND AT THE ROCK RECREATION GROUND (DEES/G10-005)

Executive Summary

Applications are now open for the NSW Government's Everyone Can Play in NSW Grant 2018-19.

Report

Applications are now open for the NSW Government's Everyone Can Play in NSW Grant 2018-19. The NSW Government has announced its commitment to providing inclusive playspaces for everyone - young and old, families and carers and people of all abilities and backgrounds through the Everyone Can Play in NSW (ECP) program. Playspaces exist at the heart of our communities and should cater for everyone. Play is for everyone, our playspaces should be too. The ECP Grant has been developed to support local councils in NSW to construct new inclusive playspaces and upgrade existing playspaces. In 2018-19 \$4 million is available for the ECP Grant. Funds that are awarded are expected to be matched dollar for dollar from council. Grants are open and close on Friday 21 December 2018, and Councils have 12 months to undertake the works from the date of the funding agreement.

The Rock Recreation Ground does not currently have any playgrounds and in fact The Rock has very limited playground spaces compared with Lockhart. Staff feel this is good opportunity to help fund the design and construction of the latest all-inclusive playground at the recreation ground, which would be a wonderful facility and attraction to the town.

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

- New playgrounds are required to be designed and constructed in accordance with the NSW Government's 'Everyone Can Play in NSW' guidelines
- NSW Disability Inclusion Act 2016.

Budget and Financial Aspects

- Budget for new playground be set at \$150,000
- Grant application be for \$75,000
- Council's contribution to be \$75,000 which can be either cash or in kind, and proposed to be included in the 2019/20 budget.

Attachments

1. 'Everyone Can Play – Local Government Grant Guidelines'.

Recommendation: That Council makes a grant application under the NSW Government's Everyone Can Play in NSW Grant 2018-19 for a new playground at The Rock Recreation Ground.

310/18	RESOLVED on the motion of Crs Driscoll and Marston that Council makes a grant application under the NSW Government's Everyone Can Play in NSW Grant 2018-19 for a new playground at The Rock Recreation Ground.
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11. 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 to 31 October 2018.

DA No	Development	Applicant/Owner	Site of Development
27/19	New detached carport	Warren Heycox	9 Queen St, Yerong Creek
28/19	New dwelling with attached garage	Aiden Lynch	6 King Street, The Rock
CDC29/19	New inground swimming pool	Adam Price	33 Mittagong Yerong Creek Rd, Yerong Creek
30/19	New attached carport	Max Day	7 Galore St, Lockhart
32/19	Erection of second-hand, detached colorbond shed	Peter Sharp	18 Manson St, Pleasant Hills
CDC33/19	New inground swimming pool	Ashleigh Dikkenberg	943 Vincents Rd, 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.

311/18	RESOLVED on the motion of Crs Verdon and Douglas that the information be noted.
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12. VARIATION TO DEVELOPMENT CONTROL PLAN, DA 39/19

(MES/P25-010)

Executive Summary

A Development application has been lodged with Council for the construction of a new detached shed at 63 Federal Street, Lockhart NSW. The proposed development is inconsistent with the Lockhart Development Control Plan 2016 and are therefore presented for Council's consideration.

Report

The Lockhart Shire Development Control Plan 2016 (DCP) applies development standards to development in residential and village areas to ensure it positively responds to the character of the Shire's village areas. Noting this, Council have received a development application for a new detached shed at 63 Federal Street in Lockhart – the design of which does not comply with the 'building height restriction' set in place.

The applicant proposes a shed height of 6 metres to the gutter, which is 2.9 metres higher than what the DCP permits. With a pitched roof at 8°, the overall shed height is 7.13 metres. The applicant has provided a formal request for variation to the shed height policy, stating that the variation allows for storage and mechanical restoration of large motor vehicles, predominantly trucks. The shed is proposed to be set back 27 metres from the front boundary, and there is rear lane access to the lot.

The lot is entirely undeveloped, as are the adjoining blocks. Fencing is of traditional open style construction – consistent with that of other fences in the locality.

In determining this request Council may consider the following matters:

- Streetscape –The road reserve is wide and open, with scattered residential development set amongst undeveloped land parcels. Landscaping is minimal, and there are no street trees to provide screening from the street. Considering the scattered development, the proposed shed will be clearly visible from various viewpoints, including Reid Street, which is a major traffic thoroughfare through the village.

Council's ongoing issue of unsightly blocks in village areas (because of car bodies and storage of personal items), remains ongoing, and the proposed arguably falls within this category – being the storage site for numerous trucks and trailers, shipping containers and general goods. The applicant states that some of these items will be stored in the proposed building, for their protection and preservation.

- Precedence – There are numerous sheds and non-habitable buildings on Osborne, Reid and Federal Streets which do not comply with the shed height restriction applied by the Lockhart DCP. Most of these sheds pre-date the DCP, however one in Federal Street was recently constructed with approval from Council to exceed the building height restriction.

Adjoining landholder notification is currently being undertaken, however the submission period is yet to close. Submissions received (if any) will be addressed under delegation through the normal development assessment process. Aside from the building height restriction, a comprehensive assessment of the development application has not revealed any other issues that may appear problematic with respect to the natural or built environments.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

The development as proposed requires a variation to Council's Development Control Plan 2016.

In accordance with Sec 4.15 of the Environmental Planning and Assessment Act 1979, Council are to consider, as with all development applications, the likely impacts of that development, and the suitability of the site for the development.

Budget and Financial Aspects

Nil.

Attachments

1. Letter from applicant
2. Elevations, site plan
3. Photograph of proposed site.

Recommendation: That Council grant consent for a variation to the Lockhart DCP, thereby permitting an increased building height for a proposed new shed at 63 Federal Street, Lockhart, subject to no objections being received.

312/18	RESOLVED on the motion of Crs Douglas and Sharp that Council grant consent for a variation to the Lockhart DCP, thereby permitting an increased building height for a proposed new shed at 63 Federal Street, Lockhart, subject to no objections being received.
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STRATEGIC DIRECTION E: Strong Leadership and Governance

13. INVESTMENT AND BANK BALANCES REPORT – OCTOBER 2018

(DCCS/F10-010)

Executive Summary

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

Report

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

Cash at Bank

Opening Combined Cashbook Balance 363,837.01

Add: Total Receipts

	Rates	164,353.55	
	Debtors	110,346.08	
	Grants	261,000.00	
	Block Grant	40,662.00	
	Crown Land Grants	225,043.71	
	Flood Mitigation	97,179.00	
	BAS ATO	70,335.39	
	Plant Sales	624.51	
	Investment Interest	700,000.00	
	Redeemed Investments	253,651.14	
	Other Receipts	1,923,195.38	

Less: Total Payments

	New Investments	1490-3015-0001	0.00
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Closing Combined Cashbook Balance **807,892.78**

Closing Bank Statement Balance

	Bendigo Bank	696,117.08	
	Macquarie Bank	72,114.42	
	Bendigo Bank-Prichard Trust	31,619.07	
		799,850.57	

Add: Outstanding Deposits

9,814.35

809,664.92

Less: Outstanding Cheques

1,772.14

Closing Combined Cashbook Balance **807,892.78**

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP/Curve Securitys	2.80	250,000.00	2.96
AMP/RIM	2.55	500,000.00	5.92
AMP/RIM	2.80	300,000.00	3.55
AMP/RIM	2.80	400,000.00	4.73
Bankwest	2.75	300,000.00	3.55
Bankwest	2.75	400,000.00	4.73
Bankwest	2.65	500,000.00	5.92
Bankwest	2.80	500,000.00	5.92
Bankwest	2.75	400,000.00	4.73
Bankwest	at call	500,000.00	5.92
BENDIGO	2.30	250,000.00	2.96
BENDIGO	2.00	100,000.00	1.18
BENDIGO	2.30	500,000.00	5.92
BENDIGO	2.45	250,000.00	2.96
NAB	2.66	500,000.00	5.92
NAB	2.67	500,000.00	5.92
NAB	2.70	500,000.00	5.92
NAB	2.70	500,000.00	5.92
NAB/Tcorp	2.64	500,000.00	5.92
T Corp	at call	800,000.00	9.47
		8,450,000.00	100.00 %

General Ledger Balances as at Month End

FUND		AMOUNT
General (PTD)	1490-3000-0000	544,682.12
Combined Sewerage	8490-3000-0000	231,591.59
Trust Fund	9991-3000-0000	31,619.07
		807,892.78

TOTAL FUNDS HELD ARE: **9,257,892.78**

Integrated Planning and Reporting Reference

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

E1 - Plan for the long-term sustainability of the Shire.

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

Legislative Policy and Planning Implications

Local Government Act 1993 Section 625 Investments.

Government (General) Regulations Clause 212.

Budget and Financial Aspects

Council's 2018/19 Operational Budget has forecast a total of \$100,000 income from interest on investments, being split between General Fund of \$85,000 and Sewer Fund of \$15,000. For the months July 2018 to October 2018 the average end of month balance of funds invested has been \$9.4 million and the average return on invested funds has been 2.62%. On these year to date figures, Council's budgeted income on investments will be achieved for General Fund and Sewer Fund.

Responsible Accounting Officer Statement

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

Recommendation: That:

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

313/18

RESOLVED on the motion of Crs Rockliff and Walker that:

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

14. PRESENTATION OF COUNCIL'S 2017-18 FINANCIAL STATEMENTS

(DCCS/A65-010)

Executive Summary

Report to Council on Audited Financial Statements for 2017-18.

Report

Council's Auditor, the Auditor General, Audit Office of New South Wales, has completed the audit of Council's Financial Statements for year ending 30 June 2018. 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 on Council's website that the Audited Financial Statements and Auditor's Report would be presented at the Council meeting to be held on 19 November 2018.

Summary of Financial Statements

Operating surplus before capital grants and contributions:

\$755K (2017 – \$7.047M Surplus).

Operating Revenues (excl. capital grants & contributions)

▼ 32.4% to \$11.7M

Operating Expenses

▼ 3.5% to \$9.87M

Cash and Investments

▲ 49.8% to \$11.503M (2017 - \$7.677 million).

Revenue from Rates and Annual Charges

▲ 1.8% to \$3.203M

This represents 27.4% of Council's total Income from Continuing Operations.

User Charges and Fees

▼ 14.1% to \$340,000

Interest on Investments

▼ 10.8% to \$173,000

Loans

\$3.985M balance of loans

Land Development

\$456,000 spent on developing Council's real estate holdings.

Infrastructure, Property, Plant & Equipment

\$3.07M spent on Roads, Culverts & Footpaths.

\$1.20M spent on Plant & Equipment.

The Council achieved a surplus in net operating result from continuing operations (including capital contributions) of \$1.84M (2017: \$7.09M) for the year ended 30 June 2018. The net operating surplus for the year before grants and contributions provided for capital purposes is \$755K (2017: \$7.05M).

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 (1.5% in 2017/2018) for rates and annual charges increase being a combination of CPI and operating costs.

Employee costs have increased due to the wage increase in line with the Local Government Award.

Asset Management has continued to be a focus area for the Council. Full revaluations of Asset Classes Buildings (Specialised & Non-Specialised) and Operational Land were performed. These revaluations combined with an overall review of Council's Asset Register resulted in many assets being re-classified to their appropriate Asset Class. There was again a slight increase in depreciation expense in 2018.

A detailed analysis of Council's Financial Statements can be found in the Audited Financial Statements, pages 77-84.

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.

Legislative Policy and Planning Implications

Local Government Act Section 419 Presentation of the council's financial reports.

Budget and Financial Aspects

Report on 2017-18 Financial Year.

Attachments

Lockhart Shire Council General Purpose Financial Statements for the year ended 30 June 2018 (attached as a separate document).

Recommendation: That Council endorse the Audited Financial Statements and Auditor's Report for the year ended 30 June 2018 as presented, which will be included in Council's 2017-2018 Annual Report.

314/18	RESOLVED on the motion of Crs Douglas and Walker that: a) Council endorse the Audited Financial Statements and Auditor's Report for the year ended 30 June 2018 as presented, which will be included in Council's 2017-18 Annual Report; and b) Council was most satisfied with the Report and congratulates the staff involved.
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15. QUARTERLY BUDGET REVIEW – SEPTEMBER 2018

(DCCS/F10-010)

Executive Summary

In accordance with the Local Government Act, 1993, a review of Council's Budget position as at 30 September 2018 has been undertaken and the following is submitted for Councillors consideration.

Report

General Fund

When Council adopted the 2018-2019 Operational Plan Budget in June 2018 Council budgeted for a surplus of \$9,624.00. The Budget Review at 30 September 2018 indicated an estimated **SURPLUS** of **\$9,969.00** as at 30 June 2019 after taking into account movements in revenue and expenditure for the quarter.

The September 2018 Quarterly Budget Review Statement details are following this report.

Commentary: there are no major adjustments to the first quarter budget review that will impact on the nett result to the Adopted Budget.

Detailed on pages 2 & 3 of the Quarterly Budget Review Statement are all the budget adjustments to the Adopted Budget for the first quarter.

Carried Forwards and Revote from 2017-18 Budget: there are a number of items of unexpended budgeted amounts from 2017-18 that are being requested to be carried forward. These are detailed on page 3 of the attached Quarterly Budget Review. Budget item Keys & Padlock System for \$30,000 is a revote from the 2017-18 Adopted Budget as no expenditure had been incurred as at 30 June 2018. There are two options to fund these carried forwards and revote, either transfer from Reserves or from current budget surplus. It is proposed for this budget review to fund carried forwards and revote from Reserves.

Since the 2018-2019 Operational Plan Budget was adopted in June 2018, Council has been successful in two grant programs. Council has been awarded \$790,000 under the Heavy Vehicle Safety & Productivity Programme towards funding the bridges and culverts capital works for 2018-19.

Council has also been awarded a grant for \$100,000 from the HNM (Heritage Near Me) Local Heritage Strategic Projects. Council in collaboration with about 30 property owners, will undertake critical heritage restoration works to existing buildings within the Green Street, Lockhart Heritage Conservation Area. The project will revitalise and protect local heritage assets and promote sustainable local heritage values through:

1. Restoration works within the Lockhart Heritage Conservation Area including exterior painting, brick repair, tile replacement and signage;
2. Training in preventative maintenance and repair for local heritage owners; and
3. Collaboration with Lockhart youth groups and schools.

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.

Commentary: there have been significant adjustments to the first quarter budget review on Council's Sewer Fund operations. Refer to item 8 Sewerage Services – Lockhart Shire in this agenda for the detail on the budget adjustments.

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 and Planning Implications

As per Integrated Planning and Reporting Guidelines.

Budget and Financial Aspects

Fund	Original Estimates @ 1 July 2018	Amendments @ 30 Sept 2018	Revised Estimates @ 30 June 2019
General Fund-Net of Inc & Exp and Capital Budget	\$9,624.00	\$345.00	\$9,969.00
Combined Sewerage Funds	\$4,566.00	\$1,499.00	\$6,065.00
Net Consolidated Budget Surplus/(Deficit)	\$14,190.00	\$1,844.00	\$16,034.00

Attachments

Quarterly Budget Review Statement for the period 01/07/18 to 30/09/18 (attached as a separate document).

Recommendation: That:

- a) The information be noted, and
- b) The adjustments in income, expenditure and reserves in the September 2018 Quarterly Budget Review be adopted.
- c) The carried forwards and revote as reported are funded from Reserves be adopted.

315/18	RESOLVED on the motion of Crs Rockliff and Marston that: a) The information be noted, and b) The adjustments in income, expenditure and reserves in the September 2018 Quarterly Budget Review be adopted. c) The carried forwards and revote as reported are funded from Reserves be adopted.
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16. 2017/18 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 delivery program. A draft 2017/18 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 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).
- 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 2017/18 Annual Report incorporating Parts 1) 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 14).

A report on the state of the environment, i.e. Part 3), has not been prepared as it is only required to form part of the annual report every four years i.e. in the year of an ordinary election of councillors.

Integrated Planning and Reporting Reference

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

Legislative Policy and 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 and Financial Aspects

Nil.

Attachments

A Draft 2017/18 Annual Report has been separately distributed to Councillors.

Recommendation: That the 2017/18 Annual Report be endorsed and the General Manager be authorised to forward a copy of the Report to the Minister for Local Government.

316/18	RESOLVED on the motion of Crs Verdon and Sharp that the 2017-18 Annual Report be endorsed and the General Manager be authorised to forward a copy of the Report to the Minister for Local Government.
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17. 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 2017 to 30 September 2018 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 and 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 and Financial Aspects

Not applicable.

Attachments

Nil.

Recommendation: That:

- a) Council note that for the reporting period 1 October 2017 to 30 September 2018 there were no complaints made under the Council's Code of Conduct; and
- b) The information be forwarded to the Office of Local Government.

317/18	RESOLVED on the motion of Crs Driscoll and Douglas that: <ul style="list-style-type: none">a) Council note that for the reporting period 1 October 2017 to 30 September 2018 there were no complaints made under the Council's Code of Conduct; andb) The information be forwarded to the Office of Local Government.
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18. COUNCIL MEETING – FEBRUARY 2019

(GM/C70-005)

Executive Summary

It is proposed that the date of the February 2019 Council meeting be brought forward bearing in mind that a Council meeting will not be held in January 2019.

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 2018 and February 2019 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 2019 Council meeting forward to the first Monday of the month, i.e. 4 February 2019. This approach was taken by Council with respect to the February 2018 Council meeting which was held on 5 February 2018.

Integrated Planning and Reporting Reference

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

Legislative Policy and 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 and Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the Council meeting scheduled to be held on 18 February 2019 be brought forward to 4 February 2019.

318/18	RESOLVED on the motion of Crs Day and Sharp that the Council meeting scheduled to be held on 18 February 2019 be brought forward to 4 February 2019.
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19. 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 close of business on Monday, 24 December 2018 to Tuesday, 1 January 2019 and will re-open for business on Wednesday, 2 January 2019.

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 and Planning Implications

Nil.

Budget and Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That Council's office close from close of business on Monday, 24 December 2018 to Tuesday, 1 January 2019 and re-open for business on Wednesday, 2 January 2019 in accordance with industrial arrangements.

319/18	RESOLVED on the motion of Crs Walker and Driscoll that Council's office close from close of business on Monday, 24 December 2018 to Tuesday, 1 January 2019 and re-open for business on Wednesday, 2 January 2019 in accordance with industrial arrangements.
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20. WORK HEALTH AND SAFETY POLICIES

(GM/C70-025)

Executive Summary

A number of work health and safety related policies have been reviewed and are tabled for Council's consideration.

Report

At its meeting held on 6 February 2017 Council endorsed a process for the review of existing policies and development of new policies. As part of the ongoing process of reviewing Council's policies, the following work health and safety related policies have been reviewed and are tabled for Council's consideration.

Policy 3.6 Work Health and Safety

Council's statement of commitment to work health and safety is contained in this Policy which also allocates responsibilities and outlines the obligations for persons within the organisation for work health and safety.

Policy 3.17 Work Health and Safety Consultation

This Policy has been updated to reflect Council's obligations under the relevant legislation and outline the mechanisms for consulting with workers.

Policy 3.3 Bullying and Harassment

The Policy has been revised to ensure that the definitions and interpretations contained in the Policy are consistent with that of the Fair Work Commission.

Policy 3.9 Training

The Training Policy contains Council's statement of commitment to training and development of its employees and has been updated to reflect current arrangements, particularly with respect to the preparation of the annual training plan.

Policy 3.10 Equal Employment Opportunity

The revised Policy is consistent with the Local Government Act. The forms of discrimination identified in the Policy are in accordance with the NSW Anti-Discrimination Act.

Policy 3.5 Return to Work Program

The Policy has been revised having regard to the Guidelines for Workplace Return to Work Programs issued by the State Insurance Regulatory Authority. Council is a Category 1 employer for the purposes of the Workers Compensation Regulation 2016 and as such is responsible for:

- a) Appointing a Return to Work Co-ordinator;
- b) Ensuring the Return to Work Co-ordinator is provided with the necessary training to perform the role;
- c) Developing a return to work program;
- d) Consulting workers and unions;
- e) Implementing the return to work program.

Integrated Planning and Reporting Reference

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

E1 – Minimise Council's exposure to risk and promote a strong risk management culture within Council.

E1 - Attract and retain a quality workforce.

Legislative Policy and Planning Implications

The subject policies have been updated having regard to relevant legislation including the Local Government Act, Work Health and Safety Act and Anti-Discrimination Act.

Budget and Financial Aspects

The Policy changes will have no impact on Council's Budget.

Attachments

- 1. Policy 3.6 Work Health and Safety
- 2. Policy 3.17 Work Health and Safety Consultation
- 3. Policy 3.3 Bullying and Harassment
- 4. Policy 3.9 Training
- 5. Policy 3.10 Equal Employment Opportunity
- 6. Policy 3.5 Return to Work Program.

Recommendation: That the revised Policies listed below, as presented, be adopted:

1. Policy 3.6 Work Health and Safety
2. Policy 3.17 Work Health and Safety Consultation
3. Policy 3.3 Bullying and Harassment
4. Policy 3.9 Training
5. Policy 3.10 Equal Employment Opportunity
6. Policy 3.5 Return to Work Program.

320/18

RESOLVED on the motion of Crs Verdon and Marston that the revised Policies listed below, as presented, be adopted:

1. Policy 3.6 Work Health and Safety
2. Policy 3.17 Work Health and Safety Consultation
3. Policy 3.3 Bullying and Harassment
4. Policy 3.9 Training
5. Policy 3.10 Equal Employment Opportunity
6. Policy 3.5 Return to Work Program.

Questions and Statements

Cr Walker

- (i) **Thank You to Council Staff** – Thanked Council Staff for the preparation of Yerong Creek for Remembrance Day celebrations.

Cr Sharp

- (i) **Thank You - Pleasant Hills Remembrance Day Victory Ball** – Thanked Cr Verdon for attending the Victory Ball in Pleasant Hills and thanked Council for the donation of funds which assisted with costs.
- (ii) **Thank You for Installation of School Bus Signs on Figtree Road** – On behalf of the school bus operator, thanked Council for the installation of these signs.

Cr Douglas

Nil.

Cr Rockliff

- (i) **Lockhart Little Athletics Club** – advised that Lockhart Little Athletics had 200 entries at its recent carnival, which was a great use of the recreation facilities in the town.
- (ii) **Thank You to Parks and Gardens Staff** – Advised that he had recently received two positive visitor comments from caravaners on how fantastic Lockhart township looks and wished for this to be passed on to Parks and Gardens staff.

Cr Marston

- (i) **Thank You – Remembrance Day** – Wished to thank Council for the donation of funds which assisted with costs for celebrations held in The Rock.
- (ii) **New Amenities Building at The Rock Swimming Pool Complex** – Stated that a lot of residents had enquired when the gym in The Rock would be opening and advised that fundraising would be needed for the purchase of equipment and resources. A request had come from The Rock Progress Association for its pledge of \$4,000 towards the amenities building to be used to assist with the purchase of gym equipment.

Response – Director Engineering and Environmental Services

DEES advised that The Rock Progress Association had also contacted Council and staff would respond shortly.

Cr Driscoll

- (i) **Cleaning of Toilets at The Rock Recreation Ground** – Advised that there seems to be a problem with the cleaning of the toilets at The Rock Recreation Ground.

Response – Director Corporate and Community Services

DCCS advised he was aware of the issue and would be attending a meeting this week to resolve the issue.

Cr Day OAM

- (i) **Greens Gonyah Museum New Exhibition Space in old Billabong Motors Showroom** – Advised that building works were going ahead with the establishment of new exhibition spaces in the old Billabong Motors Showroom and a March 2019 opening is anticipated.

Cr Verdon

- (i) **Thank You – The Rock Swimming Pool Complex New Amenities Building** – Thanked Director Engineering and Environmental Services and staff for the opening of the new amenities building at The Rock Swimming Pool Complex. Also thanked the Hon. Bronnie Taylor, MLC for attending and officially opening the new building.

- (ii) **Back Lane between Mixner and Cornwall Sts, The Rock** – Advised that there is water ponding in the back lane between Mixner and Cornwall Sts, The Rock preventing residents from accessing their properties.

Response – Director Engineering and Environmental Services
DEES advised he will investigate and take appropriate action.

- (iii) **Council Contribution – The Rock Recreation Ground** – Advised that The Rock Recreation Ground receives annual contribution funding of \$12,500 from Council and with electricity currently costing \$12,000 p.a., was wondering if Council could do an audit or assist in any way?

Response – Director Engineering and Environmental Services
DEES advised that there may be some upcoming opportunities for grant funding for solar and battery storage for Council buildings and he will investigate further and advise.

Cr Schirmer

- (i) **Thank You to Clrs Verdon and Rockliff** – Thanked Clrs Verdon and Rockliff for filling in for him recently at two events.
- (ii) **Thank You to All Lockhart Shire Councillors** – Thanked all Councillors for attending recent public events, wearing the new Councillor polo shirts and generally being involved in their communities.

CLOSED SESSION

There being no items listed for consideration by Council in Closed Session on 19 November 2018, the Mayor declared the meeting closed at 6.58pm.

The minutes of the meeting held on Monday, 19 November 2018 were confirmed as a true and accurate record at the Ordinary Council Meeting held on 17 December 2018 at which time the signature was hereunto subscribed.

CHAIRMAN