



BUSINESS PAPER

**of the
Ordinary Meeting
Held
15 March 2021**

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

The Prayer

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

The Council's Guiding Principles

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

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

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

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

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

(Section 8A Local Government Act, 1993)



Lockhart Shire Council

File Ref: PV: SJ: 21/2091

9 March 2021

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

Dear Councillors

I wish to advise that the Ordinary Monthly Meeting of Lockhart Shire Council will be held at the Council Chambers, Green Street, Lockhart on **Monday, 15 March 2021** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

Reference is also made to the petition received by Councillors in relation to the Yerong Creek Water Tower Mural.

The petitioners have requested the opportunity to address Council and a small representative group will be in attendance at 6.00pm.

Representatives of the Yerong Creek Progress Association have also advised that they will be attending the meeting as observers and will be available and willing to answer any questions from Councillors if required.

Yours faithfully

Peter Veneris
GENERAL MANAGER

ORDER OF BUSINESS

OPENING WITH A PRAYER

APOLOGIES

LEAVE OF ABSENCE

CONFIRMATION OF MINUTES OF THE ORDINARY MEETING, 15 FEBRUARY 2021

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APOLOGIES

Cr Max Day.

MAYORAL MINUTE

Nil.

MAYORAL REPORT

To be presented at the meeting.

URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

COMMITTEE REPORTS

1. MINUTES OF THE LOCKHART SHIRE COUNCIL TOURISM AND ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING HELD AT 6.00PM ON TUESDAY, 9 MARCH 2021, AT PLEASANT HILLS COMMUNITY HALL

1. Present

Councillor Derek Douglas (Chair), Rachel Viski, Peter Creek, John Holstein, Fiona Beckett, Michelle Bailey and Matt Holt (TEDO)

2. Apologies

Heather Trevaskis, Jared Walker, Cr Gail Driscoll

Resolved that the apologies be accepted.

3. Leave of Absence - NIL

4. Declarations of Pecuniary & Non-Pecuniary Interest - NIL

5. Confirmation of minutes of the previous meeting

Resolved on the motion of Peter Creek and John Holstein that the minutes of the meeting held on Tuesday, 2 February 2021, as printed and circulated, be confirmed as a true and correct record of the proceedings of that meeting.

6. Update from February 2021 Council Meeting (TEDO)

- All recommendations from the TEDSC February meeting were adopted by Lockhart Shire Council

7. Actions from previous minutes

a) Proposed Committee Charter

The TEDSC to consider the proposed Committee Charter format for meetings going forward. With the election of office bearers to take place at the March 2021 meeting.

Recommended on the motion of Rachel Viski and Michelle Bailey that the committee continue as usual and the TEDO to send around examples of other Council committees, with feedback to be sent to the TEDO by the May 2021 meeting.

b) Street lighting on Lockhart Main Street and Intersections

Lighting in Green Street Lockhart around the two main business blocks, down to the entrance of the Caravan Park and outside the Museum is very dark and dangerous for traffic and pedestrians at night. This will also deter any crime that may occur in the future. TEDSC would like Council to investigate lighting upgrades including the possible use of sensor lighting.

Recommended on the motion of Fiona Beckett and Peter Creek that Council investigate lighting upgrades in the abovementioned locations.

8. New Business

a) Esplanade Pleasant Hills

The esplanade is a Pleasant Hills community Tidy Towns project to enhance an area of Grassy Box Woodland with an overstorey dominated by White and Grey Box with White Cypress Pine. The Esplanade is in badly need of an upgrade to make it more welcoming and user friendly to residents and visitors.

Recommended on the motion of Fiona Beckett and John Holstein that the TEDO add The Esplanade on the project list for a longer-term solution and that the TEDO approach Council's Manager Parks and Facilities for any short-term solutions and request a meeting on site.

b) Silo/Water Tower Mural – Pleasant Hills/ Urangeline East/Munyabla (Fiona)

Cr. Peter Sharp has suggested to the TEDSC, that Pleasant Hills, Urangeline East or Munyabla would like to be considered for inclusion in the Water Tower/Silo Art Trail in the Lockhart Shire.

Recommended on the motion of Rachel Viski and Michelle Bailey that the TEDO add the Silo/Water Tower Mural – Pleasant Hills/Urangeline East or Munyabla on the project list for investigation and scoping.

c) Tim Fischer Statue

Lockhart Shire Council has received a letter (copy) from Mrs Myra Jenkyn through the Lockhart Progress Association that it has received from Mrs Judy Fischer which outlined the following.

- The family is not against any further recognition for Tim.
- The family would rather it be generated by the community of Lockhart.
- They have a concern around fundraising in the community in times of drought and hardship, and Tim would not want funds spent that could be better used to assist those in need.
- It is a decision for Progress, Council and the community and she would like Tim's sister Vicki to be the family representative in meetings and key conversations.
- Judy would be thrilled if a plaque or a bust commemorating Tim be placed in the lovely garden near the Museum and feels the Railway Station is not the right location.
- Should not be a huge cost burden to the community and needs to be integrated with any Council plans.

Recommended on the motion of John Holstein and Peter Creek that Council accept the letter from Mrs Judy Fischer through Mrs Myra Jenkyn from the Lockhart Progress Association and that Council resolve the following:

- This is a project of the Lockhart Progress Association
- Lockhart Progress Association to approach the Greens Gonyah Museum Executive and Vicki Baldry, to come up with a proposal to be brought back to the TEDSC for a recommendation.
- Lockhart Progress Association is fully responsible in raising the funds for the entire project.

9. Project Updates - Discussed

10. Meeting Closed: 8:30pm

11. Next meeting: Tuesday 6th April 2021 at Yerong Creek Community Hall.

Recommendation: That the Minutes of the Tourism and Economic Development Steering Committee be received and the recommendations therein be adopted.

DELEGATES' REPORTS

1. POLICE AND COMMUNITY CONSULTATION GROUP MEETING HELD AT THE ROCK MEMORIAL BOWLING CLUB ON TUESDAY 9 FEBRUARY 2021

(GM: 21/2007)

I report having attended the Police and Community Consultation Group meeting held at The Rock on 9 February 2021.

All Committee members provided updates in relation to their respective communities. The following issues were noted in particular:

- NSW Police reported that:
 - The Lockhart vacant position will be filled shortly following which the area will then be fully staffed.
 - Police activity has been focused on COVID-19 related issues with respect to enforcement. This has had a significant impact on staffing levels with 20 to 25 staff on secondment.
 - A significant number of motor vehicle accidents occurred over the holiday period.
 - Constable Conor Dewar is securing drug testing equipment at Lockhart. Currently offenders need to be taken to Wagga, resulting in Police being off the road for a couple of hours. Drug tests are random.
 - Committee members are encouraged to report incidents as intelligence makes a difference and could remedy problems occurring in the community.
- The Rock Central School Principal reported that:
 - There are 189 students and 30 staff.
 - The before and after school care service enrolments have attracted 10-15 families.
 - The School is looking at extending its library.
- The Manager of the Lockhart MPS reported that:
 - There were no issues at the hospital.
 - Things are going great at Woodhaven Aged care under the management of the facility's new owner who have brought in extra support.

Cr Greg Verdon
Delegate

Recommendation: That the Delegate's Report be received.

2. RIVERINA JOINT ORGANISATION AND REROC BOARD MEETINGS – 26 FEBRUARY 2021 IN WAGGA WAGGA

(GM: 21/2303)

I attended the Riverina Joint Organisation (RivJO) Board Meeting on 26 February 2021. A summary of the key outcomes from the meeting is set out below.

- There is no further advice on funding for JOs. However, the Government has announced a review of JOs and released the Terms of Reference for the Review. The Terms of Reference were considered by each of the JO Working Parties. Concerns were raised that the Review does not compare and contrast the effectiveness of the JO structure against a ROC structure bearing in mind that metropolitan councils are still using ROCs for their collaboration. The Review does not specifically address long-term, financial sustainability of JOs although it does consider “barriers to success”. The Terms of Reference are to be considered at the Joint Chairs meeting (representing all JOs in regional NSW) and it is anticipated that feedback will be provided by the Chairs to the Minister.
- A Workshop on the shortage of rental properties, and housing shortages more broadly, will be held on 19 March 2021. State agency representatives have been invited to attend. It is understood that this is not just an issue for our Region but one that is manifesting itself across regional Australia. The Board resolved to support the development of a Housing Investment Strategy for the Region and agreed that the JO explore lodging a submission for funding under the Building Better Regions Fund.
- The JOs advocacy and lobbying activities have focused on the following issues:
 - Dividing Fences Amendment Bill 2020
 - Construction of a New and Larger Burrinjuck Dam.
 - Local Government Representation on the National Cabinet.
 - Agricultural Land Use Planning Issues Paper.
 - Emergency Services Levy increases.
 - Section 7.12 Contributions for State Significant Developments.
 - NSW Public Spaces Legacy Program.
 - Cost of Introduction of e-Planning.
 - Consultation on the ABS Agricultural Census.
 - Certification of Council Engineers.
 - Mobile Phone Black Spots.
 - NBN Regional Services.
 - Audit, Risk and Improvement Framework
- The NSW Electoral Commission is seeking a meeting with the General Managers in the next few months to talk about the forthcoming Local Government elections. The meeting will cover topics including Countback, iVote, Covid-19 and the election, any regulation changes impacting the delivery of results, and answer any questions that the General Managers may have regarding the running of the election.
- A Draft Budget for the 2021-22 Financial Year was tabled and adopted by the Board. The JO is expected to again generate some reserves in 2020-21 year, which can be attributed to less travel and face-to-face meetings because of COVID, staff changes and some staff costs being paid by the Capacity Building Project funds. The Membership Fees are proposed to remain unchanged from 2020-21.

I also attended the REROC Board Meeting on 26 February 2021. The following issues were noted:

- President of the NSW Local Government Association Cr Linda Scott, and CEO Scott Philips, were guest speakers at the meeting.
- The Mapped Out Conference was held on 3 & 4 March 2021 being REROC’s first in person major event since November 2019 due to the COVID-19 restrictions.

- Following a presentation being made to the JO's Critical Events Co-ordination Committee by a NSW Treasury representative on Crisis Preparedness, it is proposed to convene a workshop in May 2021 aimed at councillors and focusing on the political management required in a crisis.
- The last round of Waste Metal collections has been completed and all councils have been paid for their collections. There were approx. 2,755 tonnes of waste metal collected in this last round which saw a total profit across the region of approx. \$460,000. Another waste metal collection is proposed for around June 2021.
- The Kindy Kits have all been packed and sent to the REROC LGA schools that placed orders at the end of 2020, including Lockhart and The Rock Central Schools. Items in this year's kits included, a REROC Waste Forum flyer - Help Reduce Waste at Home and School, a REROC Waste Forum Composting flyer, Recycle Roo Material – bookmark and colouring sheet, Compost Doctor colouring and activity sheets and a Healthy Eating for Children flyer.
- Preparation for the 2021 Youth Leadership Forum which is being held on Wednesday 24 March at the CSU Convention Centre in Wagga Wagga is well underway with a number of schools already registered to attend the event.
- The REROC Youth and Community Development Network, in conjunction with RIVJO, has submitted an application for Primary Health Network (PHN) funding that is available to deliver a regional program focused on youth mental health. If successful, this funding will be used to deliver Mindfulness sessions during Youth Week 2021 that focus on supporting mental health throughout the Riverina JO LGAs including Lockhart Shire. This program has been developed to support regional youth through the challenges faced by drought and also COVID-19.

Cr Rodger Schirmer
Mayor

Recommendation: That the Delegate's Report be received.

3. INLAND RAIL ALBURY TO ILLABO COMMUNITY CONSULTATIVE COMMITTEE MEETING HELD ON 24 FEBRUARY 2021

(GM: 21/2354)

I report having attended the inaugural meeting of the Inland Rail Albury to Illabo Community Consultative Committee meeting held at Wagga on 24 February 2021. The Director Engineering and Environmental Services also attended the meeting.

An Australian Rail and Track Corporation representative provided an overview of the Inland Rail project and the Albury to Illabo section of the project in particular. The following points were noted:

- This section spans 185km of existing rail corridor from the NSW-Victorian border at Albury travelling through Wagga and Junee to Illabo.
- It is an 'enhancement' project requiring horizontal and vertical clearance works at specific sites to accommodate the operation of double stacked trains.
- The project has been declared a State Significant Infrastructure project and the preparation of an Environmental Impact Statement (EIS) has commenced.
- The project is currently in Phase 2 i.e., the feasibility phase which includes community consultation, site investigations, feasibility, design and the EIS.
- Completion and lodgment of the EIS is scheduled for early 2022.
- The project will be broken into different 'work packages' including an Albury Package, Greater Hume Package, Lockhart Package, Wagga Wagga Package and Junee Package.
- More detail regarding the works proposed within each package will be provided at the next meeting.

Cr Greg Verdon
Delegate

Recommendation: That the Delegate's Report be received.

4. **DELEGATE'S REPORT - RIVERINA WATER – MARCH 2021**

(CR VERDON: 21/2473)

1. Council received and accepted List of Investments
2. Council was advised that the Drought Relief package finished on 31/12/2020.
3. Council adopted its Media, Fluoridation and Water Quality Policies.
4. Council approved the successful applications for Community Grants.
5. Council 6 monthly review of Capital Works was reviewed with \$4.7m worth of work being deferred due to time constraints.
6. Council agreed to be represented at the LG NSW Water Conference.
7. Council revealed there had been no Code of Conduct complaints in the last 12 months.
8. Minutes of Audit and Risk Committee meeting were received and endorsed.
9. Works Reports for December and January were received and noted. There were 8 new water connections in The Rock.
10. Council endorsed the development of a Net Zero Roadmap for emissions.
11. Council approved the IWCM Policy being placed on Public Exhibition.
12. Council received an update on its Enterprise Resources Planning Solution procurement.
13. Council agreed to purchase an additional 1.6ha of land in Koorringal Rd for future use.

Cr Greg Verdon
Delegate

Recommendation: That the Delegate's Report be received.

STATUS REPORT/PRÉCIS OF CORRESPONDENCE ISSUED

Status Report: Council Resolutions and Tasks to be finalised.

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 15 February 2021			
8/21	DCCS	<p>Lockhart Railway Building</p> <p>Council:</p> <p>a) Agrees to a vary the lease of the Lockhart Railway Station building to a nil rental and authorise the General Manager to execute the necessary documentation.</p> <p>b) Develop a scope of works to repair the old Railway Station Building with a report to Council at a future meeting.</p>	<p>a) John Holland Rail has been advised of Council's resolution and their legal counsel is drafting a Deed of Variation to the current lease agreement.</p> <p>b) scope of works being developed.</p>
9/21	DCCS	<p>The Lockhart Recreation Ground Management Committee – Request for Financial Assistance</p> <p>a) Approve an interest-free loan to the Lockhart Recreation Ground Management Committee of up to \$70,000 with repayments being Year 1 \$4,200 and the remaining 14 years will be repayments of \$4,700 to support an application to Building Better Regions Fund – Infrastructure Projects Stream – Round Five.</p> <p>b) Approve the release of the \$10,000 balance in the Internal Reserve, Lockhart Recreation Ground.</p>	<p>a) This resolution will be actioned if the application to the Building Better Regions Fund – Infrastructure Projects Stream – Round Five is successful.</p> <p>b) Complete.</p>
12/21	GM	<p>Preparation of Plans of Management – Crown Reserves etc</p> <p>1) Council endorse the <i>Draft Lockhart Shire Council Plan of Management for Crown Land managed by Council and Council-owned land classified as 'community'</i> for the purposes of community consultation.</p> <p>2) In the first instance, Council writes to the s.355 management committees and users groups drawing their attention to that part of the Plan of Management relevant to the reserve they manage/use and invite their feedback and input.</p> <p>3) Following consideration of any feedback received from the management committees and users groups and updating of the draft Plan of Management, the document be placed on public exhibition providing the broader community with the opportunity to comment.</p>	<p>1) Complete.</p> <p>2) In progress.</p> <p>3) Subject to 2) above.</p>

*Lockhart Shire Council
Ordinary Meeting – 15 March 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
16/21	DCCS	<p>Quarterly Budget Review 1/10/2020 to 31/12/2020</p> <p>a) The information be noted, and</p> <p>b) The adjustments in income, expenditure and reserves in the December 2020 Quarterly Budget Review be adopted.</p> <p>c) The adjustments in internal and external reserves in the December 2020 Quarterly Budget Review be adopted.</p> <p>d) That an internal reserve “Grant Projects Contingency Reserve” be established, and authority be given to the General Manager and Mayor to approve expenditure from the internal reserve between Council meetings, and any expenditure reported to the next Council meeting for ratification.</p>	Completed
18/21	GM	<p>Policy Development and Review – Naming of Roads, Bridges, Public Places and Buildings</p> <p>Council endorses Draft Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings, for the purposes of public exhibition.</p>	<p>Draft policy has been placed on public exhibition.</p> <p>Complete.</p> <p>(Draft Policy and any submissions received will be tabled at the April 2021 Council meeting for consideration).</p>
22/21	GM	<p>Offer to Purchase Industrial Land</p> <p>Council authorises the General Manager to negotiate the sale of Lots 22, 23 and 24 Harry Davies Drive as outlined in the Report.</p>	The completion of the DA process is awaited before progressing the negotiations.
Ordinary Council Meeting held 21 December 2020			
254/20	GM	<p>The Rock West Flood Mitigation Works</p> <p>1. Advise the Department of Planning, Industry and Environment that Council accepts the funding as per the Funding Agreement; and</p> <p>2. Include \$316,899 in Council’s 2021-22 budget as its contribution to the Rock West drainage works.</p>	<p>Funding Agreement signed and returned to the Department of Planning, Industry and Environment.</p> <p>Complete.</p> <p>Draft 2021/22 Budget to be presented to the May 2021 Council meeting.</p>

*Lockhart Shire Council
Ordinary Meeting – 15 March 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 16 November 2020			
211/20	GM	<p>Grant Funding Opportunities</p> <p>1. Submit the following projects for funding under the Local Road and Community Infrastructure Program Phase 2:</p> <ul style="list-style-type: none"> - The Rock Hall - Lockhart Caravan Park - The Rock 2nd Oval – Water and Fencing - Lockhart Rec Grd Amenities – Stage 2 - Pleasant Hills Rec Grd – Tennis Courts etc - The Rock Observatory <p>2. Progress the following projects, in priority order, to ‘shovel ready’ status using the funds allocated in the 2020/21 Budget for ‘Grant Application Preparedness’.</p> <ul style="list-style-type: none"> - GrainCorp Building Development - Avenue of Honour - Government Dam, The Rock – Recycling Water - Brookong Creek Masterplan - Galore Hill Scenic Reserve Masterplan 	<p>Work schedule and project nomination form has been submitted for the Council nominated projects and approved.</p> <p>Complete.</p> <p>Negotiations have recommenced with GrainCorp regarding the property at 109 Green Street, Lockhart and additional information has been provided to GrainCorp in anticipation of further discussions.</p> <p>A brief is being drafted for the preparation of a design for the development of the site in anticipation of any future grant opportunities.</p>
206/20	TEDO	<p>Shortage of Residential Property to Lease</p> <p>Investigate options to make housing more available for existing and potential new residents, including possible incentives to attract investor-builders, land availability, workshops and planning considerations.</p>	<p>A Workshop is being convened by REROC on 19/03/21 on the issue of rental accommodation and housing shortages (GM and TEDO to attend).</p> <p>Representations have been made to the Member for Wagga Wagga.</p> <p>Recent sales imply a potential for the erection of one or two investment properties in lieu of owner occupied.</p>
205/20	TEDO	<p>“Tim Fischer Way”</p> <p>Investigate options and harness support from Federation and Narrandera Shire Councils regarding the proposed “Tim Fischer Way” and report to the Council meeting in December 2020.</p>	<p>Mixed response received from neighbouring councils. More detailed report to be presented to the next Council meeting.</p>
Ordinary Council Meeting held 21 September 2020			
175/20	TEDO	<p>September Minutes of the TEDSC</p> <p>i) Follow up lack of fencing at Magnolia Lodge with the General Manager.</p>	<p>Currently being investigated.</p>
174/20		<p>ii) Liaise with Mr Holstein to remedy signage issue at Noskes Chinese Crossing, consistent with current signage practices.</p>	<p>Currently being investigated.</p>

*Lockhart Shire Council
Ordinary Meeting – 15 March 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 20 July 2020			
134/20	DEES	Light Posts – Green Street, Lockhart Arrange for the damaged light posts be replaced, as far as possible, with like-for-like.	Wagga Iron Foundry appointed to manufacture replica lamp posts. Posts are 90% complete. Planter boxes complete.
133/20	DEES	Naming of Bridges – Brookong Creek and Urana Lockhart Road 1. Propose the bridge on Urana Lockhart Road be named Brookong Creek Bridge. 2. Propose the culvert over Brookong Creek in Green Street, Lockhart, be named Greens Gunyah Bridge, Brookong Creek. 3. Write to Transport for NSW advising of the proposed names for the bridge on Urana Lockhart Road and the new culvert over Brookong Creek, Lockhart.	Written to TfNSW advising of the proposed bridge and culverts names. Received response from TfNSW requesting further information. Wrote to NSW Aboriginal Land Council re proposed names. DEES also contacted TfNSW liaison officer. Awaiting response.
123/20	GM/DCCS	Land/Premises for Community Development, Lockhart and The Rock (i) Council endeavours to secure the purchase of the former GrainCorp premises in Green Street Lockhart for Community Development at a fair market price this financial year. (ii) That Council identifies and secures premises or land in The Rock for the purposes of Community Development by the end of the 2021/22 financial year.”	Negotiations have recommenced with GrainCorp regarding the property at 109 Green Street Lockhart and additional information has been provided to GrainCorp in anticipation of further discussions.
Ordinary Council Meeting held 20 April 2020			
70/20	GM	Review of Operational Land Council adopts the following actions in relation to the review of land classified as “operational land”: <ul style="list-style-type: none"> • Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land. 	Contact has been made with the adjoining landowner and information provided regarding the Council owned land in anticipation of further discussions. The landowner is liaising with their solicitor.

*Lockhart Shire Council
Ordinary Meeting – 15 March 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 16 September 2019			
256/19	GM	<p>Lockhart Renewable Energy Project</p> <p>a) Having secured Commonwealth government funding totalling \$1 million for the Better Energy Technology Renewable Energy Project for Lockhart Township; and</p> <p>b) Having given 28 days public notice of its intention to do so:</p> <p>c) Hereby resolves pursuant to Section 356 Local Government Act 1993 to provide financial assistance totalling \$1 million to Better Energy Technology, in the same manner, i.e. progress payments, as Council receives the funding from the Commonwealth, and for the sole purpose of undertaking Stage 1 of the Lockhart Renewable Energy Project.</p>	Funding body has been advised of a revised completion date based on the update provided by Gordon Hinds of Better Energy Technology to the February Council meeting.
Ordinary Council Meeting held 19 August 2019			
223/19	DEES	<p>Lockhart Caravan Park</p> <p>a) Endorses the proposed Lockhart Caravan park revised layout; and</p> <p>b) A further report be brought to Council in due course once a detailed costing can be provided.</p>	Updates to be provided through the Grant Funded Projects – Quarterly Progress Report separately distributed at the Council meeting.
Ordinary Council Meeting held 15 February 2021 – Councillor Questions & Statements			
Questions & Statements	DEES	<p>Cr Verdon – Heritage Adviser Visits</p> <p>Cr Verdon has asked previously that the Heritage Adviser contact Mrs Smith, a property owner in Urana Street, The Rock. At this stage no contact has been made.</p>	DEES to follow up with the Heritage Adviser.
	DEES	<p>Cr Verdon – Disabled Parking, The Rock Bowling Club</p> <p>Requested that disabled parking be relocated to the front of the building and be line-marked accordingly.</p>	Referred to Road Safety Officer. To prepare proposal to Local Traffic Committee.
	DEES	<p>Cr Verdon – The Rock Post Office</p> <p>Asked if it would be possible to place signage such as “Loading Zone” 6-8am and 4-6pm in an appropriate place outside the Post Office to assist with delivery/collection of parcels.</p>	Referred to Road Safety Officer. To prepare proposal to Local Traffic Committee.
	GM/ DCCS	<p>Cr Driscoll & Cr Douglas – TEDO Workload</p> <p>Commented that, in working with Mr Holt on the TEDS Committee, his workload seems to be “heating up” and asked that Council consider some support staff time to support the TEDO role – for consideration when preparing the 2021/22 budget.</p>	Immediate support has been provided. This level of support will assist in determining level of support required, which can be considered when preparing the 2021/22 budget.

*Lockhart Shire Council
Ordinary Meeting – 15 March 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
	DCCS	Cr Driscoll – Community Centre for The Rock Advised that The Rock Tractor Service is moving to new premises in the near future and asked if Council could explore the possibility of developing the site for community purposes.	Initial investigations revealed that this land is included on Council's Contaminated Land Register due to the site's previous uses which could result in additional clean-up costs if Council was to acquire and develop the land.
	DEES	Cr Driscoll – Yerong Creek Tennis Club Advised that she is aware of a letter from Yerong Creek Tennis Club regarding the tennis courts at Yerong Creek being damaged by a nearby claret ash, with the roots affecting the playing surface.	Responded to letter. Arranged for tree to be removed. Complete.
	DEES	Cr Driscoll – Natural Gas Referred to the natural gas pipeline which runs just outside The Rock township. Mentioned previous investigations which found that connection of the town was unfeasible. Asked if investigations could take place to see if the recent growth of the town might make that connection viable, and that Council pursue any opportunities that may assist in making it a feasible project.	Provision of natural gas to The Rock has been included in the Regional Action Plan contained in the Regional Economic Development Strategy developed for the Coolamon, Junee, Lockhart and Wagga Wagga Functional Economic Region. Further investigations will be undertaken in light of recent growth.
	DEES	Cr Rockliff – Lockhart Verandahs Referred to the birds which roost on the electrical wiring under the verandahs, which are still creating mess and ruining the paving and commented that it is now up to the Shire to do something about it.	Heritage Advisor investigated and report received. To write to owners and advise of report findings. Reviewing current street maintenance arrangements.
	DEES	Cr Rockliff - Planter Boxes Referred to the Engineering & Environmental Services Report and stated his disagreement with the paragraph regarding the success of the planter boxes in Green Street. Plants are dying, soil is low in one of them. Also referred to the timber fence along Pastoral Shadows which is also in need of repair.	Report noted 'mixed' success. Once wicking beds are all installed then the boxes will be replanted with hardier plant species. Arranged for broken logs to be removed and new logs to be installed.
	DEES	Cr Walker – Plums Lane Asked if Plums Lane could receive some attention as it is quite run down and has not received any maintenance done on it for quite some time.	Works scheduled for late March/early April.
	DEES	Cr Walker – Maintenance of Paved Areas and Nature Strips Referred to previous matters and asked if building/landowners are responsible for cleaning in front of shops, or controlling weeds on nature strips?	Mayor will reinforce in his monthly newsletter report that adjacent landowners need to take some action against weeds in nature strips etc. Complete.

Lockhart Shire Council
Ordinary Meeting – 15 March 2021

Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	Cr Schirmer – Weed Control etc Reiterated the request for more effort from Council in controlling caltrop and khaki weeds, and more maintenance efforts at the Caravan Park.	Normal weed spraying program maintained but not successful. Procured a pre-emergent herbicide to trial (to stop seeds from germinating again).
Ordinary Council Meeting held 21 December 2020 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Driscoll – Location of Solar Panels Requested an audit of electricity usage at The Rock Recreation Ground to discover the meter with the highest consumption in order to determine best placement of solar panels.	Review of electricity usage completed. Site survey completed. Provided audit to Crs Driscoll, Verdon and Marston. Complete.
	GM	Cr Verdon – Community Land Requested an investigation of the vacant land next to the Men's Shed and its potential use for community purposes.	Initial investigations revealed that this land is included on the Council's Contaminated Land Register due to the site's previous uses i.e., fuel depot, blacksmith and paint shop, which could result in additional clean-up costs if Council was to acquire and develop the land.
Ordinary Council Meeting held 19 October 2020 – Councillor Questions & Statements			
Questions & Statements	DCCS	Cr Driscoll – Electronic Scoreboards When is delivery and installation of the scoreboards expected?	Refer Grant Funded Projects – Quarterly Progress Report separately distributed at the Council meeting. Electronic scoreboards for The Rock & Lockhart have been ordered. Details of specifications have been emailed to each Management Committee. Delivery has advised to be in the first two weeks of May.
Ordinary Council Meeting held 21 September 2020 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Rockliff – Bidgeemia Water Extension Request for assistance for a Bidgeemia property owner with regard to connection costs to access the local water supply. Could Council work with Riverina Water to reduce the cost of connection to this property?	Riverina Water has confirmed that the Water Extension project has come in under budget and it is now in a position to extend the mains further along Bidgeemia Road and Vincents Road, making reticulated water available to additional properties. Riverina Water has also confirmed that all consumers, including the subject property, will be connected at the same rate.
	DEES	Cr Rockliff – Overhanging Branches A resident has requested removal of overhanging branches to allow the proper clearance for stock crates on various Shire roads.	Scheduling a survey of roads.

*Lockhart Shire Council
Ordinary Meeting – 15 March 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 17 August 2020 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Marston – Signage, Various Roads Willis Lane at the intersection with Jim Willis North Lane requires a street blade and also a No Through Road sign. The Willis Lane/Poverty Lane intersection heading north requires a No Through Road sign.	Signs ordered and delivered. Installation scheduled.
	DEES	Cr Day – Levy Bank, Lockhart Common Asked who was responsible for maintenance and suggested that some repair work may be necessary near the outlet.	Inspected erosion. Works to be carried out after area has dried out sufficiently. Awaiting quote from contractor.
Ordinary Council Meeting held 20 July 2020 – Councillor Questions & Statements			
Questions & Statements	DCCS	Cr Driscoll – Childcare in the Shire Requested that Council investigate the childcare situation in the Shire and ascertain if there is a need that could be supported by any of The RockOOSH surplus.	Council will contact both schools in Lockhart as a starting point for feedback on demand for before & after school care.
Ordinary Council Meeting held 3 February 2020 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Marston – CCTV With regard to the enquiry made by Cr Rockliff regarding the possible installation of CCTV at Lockhart and The Rock Swimming Pool Complexes, Cr Marston requested that Council also include Recreation Grounds in the Shire in this consideration.	Quotes received, minimum of \$6,000 per site. Not included in draft Budget for 2020/21. Could be considered under LRCI Program, with further consultation required with s355 management committees.
Ordinary Council Meeting held 15 April 2019 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Driscoll – The Rock Town Entrance Sign Advised that The Rock town entrance sign re-instated south of The Rock on the Olympic Hwy is a lot further south than its original position and enquired if it could be relocated back closer to The Rock?	GHSC advised it will be done when they are doing some line marking in the area. New shire and town entry signs installed. Complete.
Ordinary Council Meeting held 20 November 2017 – Councillor Questions & Statements			
Questions & Statements	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. Land development at The Rock has also been submitted to the Riverina JO for inclusion in the Statement of Regional Priorities being developed by the JO. Council has resolved to support a rezoning proposal that will facilitate a private residential development at The Rock.

March 2021 Council Meeting - Correspondence Sent to Councillors

Date sent to Councillors	From	Subject	File Ref
15/2/2021	LG NSW and ALGA	Local Government Weekly News dated 12/2/2021	SC132/SC318
19/2/2021	LG NSW and ALGA	Local Government Weekly News dated 19/2/2021	SC132/SC318
1/3/2021	LG NSW and ALGA	Local Government Weekly News dated 26/2/2021	SC132/SC318
3/3/2021	Mayor, Cr Schirmer	Mayoral Update	-
8/3/2021	ALGA and LG NSW	Local Government Weekly News dated 5/3/2021 and 8/3/2021 respectively.	SC132/SC318

Recommendation: That the Status Report and Correspondence Précis be received.

STAFF REPORTS

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. ANZAC DAY 2021 COMMEMORATIONS

(GM: 21/2420)

Executive Summary

Information has been received from the various RSL Sub-Branches in the Shire regarding arrangements for commemorating ANZAC Day on 25 April 2021. Invitations have also been extended for a member of Council to lay a wreath of commemoration at the respective Cenotaphs.

Report

Arrangements for the commemoration of ANZAC Day will be as follows:

Lockhart

- | | |
|---------|--|
| 9.00am | Memorial Service at the Obelisk – Lockhart Cemetery |
| 10.30am | March departing from outside the Commercial Hotel to the cenotaph in Hebden Street |
| 10.45am | Commemoration & wreath laying service at Cenotaph. |

(In the event of the march being cancelled due to COVID-19 concerns there will be a service commencing at 11.00am at the Cenotaph).

Pleasant Hills

- | | |
|--------|--|
| 9.00am | Commemoration and Wreath-laying – Pleasant Hills Public Hall |
|--------|--|

The Rock

- | | |
|---------|---|
| 6.00am | Dawn Service at Soldier Memorial, Urana Street, followed by gunfire breakfast at The Rock Memorial Bowling Club |
| 10.15am | Congregate for march in front of The Rock Memorial Bowling Club |
| 10.30am | March to cenotaph in Urana Street |
| 12.30pm | Luncheon at The Rock Memorial Bowling Club. |

Yerong Creek

- | | |
|---------|---|
| 11.00am | Commemoration and Wreath-laying – Stanley Galvin Park |
|---------|---|

Integrated Planning and Reporting Reference

- A1 Facilitate and support our community to deliver vibrant and dynamic community events.
- A1 Build capacity, capability and partnerships to encourage sustainable community groups and clubs.
- E2 Provide effective community engagement practices with the community.
- E3 Promote strong and beneficial relationships between local government and service providers, other levels of government and the community.

Legislative Policy & Planning Implications

Nil.

Budget & Financial Aspects

NSW Health has issued an exemption to the Public Health Order (Restrictions on Gathering and Movement) that will apply to any outdoor ANZAC Day march or service held outside Greater Sydney between April 18-25.

The exemption includes:

- An outdoor ANZAC Day march or service held in a region outside Greater Sydney must not exceed one person per 2 square metres of space, to a maximum of 3000 people
- There must be a nominated organiser for each outdoor ANZAC Day march or service

- The nominated organiser of an outdoor ANZAC Day march or service must develop and comply with a COVID-19 Safety Plan required for outdoor protests, and
- Each person participating in an outdoor ANZAC Day march or service must provide their name, telephone number or email address to the nominated organiser and take reasonably practicable steps to comply with the COVID-19 Safety Plan developed by the nominated organiser.

The exemption will be repealed on April 26.

To assist in preparing for ANZAC Day, RSL NSW has created a list of helpful information which is available on its [website](#)."

Attachments

Nil.

Recommendation: That Council determine its representatives to participate at the respective ANZAC Day ceremonies and to lay a commemorative wreath on behalf of Council.

STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

Nil.

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

2. PROJECT ENERGYCONNECT

(GM/SC107)

Executive Summary

A further update is provided in relation to Project EnergyConnect which involves the construction of a new 330 kilovolt above ground transmission line between Robertstown in South Australia and Wagga Wagga in NSW.

Report

Further to the reports tabled at previous Council meetings a further update has been received from Transgrid in relation to this Project as follows:

Environmental and Planning Matters

TransGrid is continuing to work through the preparation of an Environmental Impact Statement for the section of the project between Buronga and Wagga Wagga, including the section of the project within the Lockhart LGA.

Transgrid advises it will continue to work with Council, landholders, Traditional Owners, and other groups in the area to progress this body of work, with a likely increase in activity in the region through March and April, including further community information events.

It has been noted that the specific route near Lockhart is of particular interest to Council, and Transgrid expects to be able to provide further information around its corridor alignment work in the next month or so, prior to any public events.

Local Industry Participation

TransGrid and its contractor, SecureEnergy, are developing a Local Industry Participation Plan (LIPP) to provide opportunities for businesses across the project area to be involved in the project.

Transgrid is also encouraging businesses to register with the Industry Capability Network (ICN) gateway for notifications about EOIs for works packages. At present there are EOIs open for packages associated with Arborist Services, Fencing, Road Access Alterations and Traffic Control.

The opportunities for businesses to register with the ICN has been published in the Council newsletter.

Community Partnerships Program

TransGrid has recently completed the latest round of its Community Partnerships Program, working to support local community groups and not-for-profit organisations.

In Lockhart Shire this included grants for the Lockhart Football and Netball Club's recreational and gameday facilities, and to The Rock Pony Club for show jumping and cross country equipment for young riders.

Integrated Planning and Reporting Reference

C1 Ensure responsible development practices are exercised.

Legislative Policy & Planning Implications

Project EnergyConnect has been declared Critical State Significant Infrastructure and as a result in terms of planning approvals the NSW section of the project will be assessed at a State Government level under the Critical State Significant Infrastructure process.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted.

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

3. ENGINEERING AND ENVIRONMENTAL SERVICES REPORT

(DEES: 21/2460)

Executive Summary

Monthly report on engineering and environmental services matters.

Background Information

a) **Works:** The table below shows the status of various projects and works programs:

Urana Road (MR 59	Project is complete.
Western Road (R2R	Widening of an additional section up to Pat Gleesons Lane complete.
Wattles Lane	Subgrade completed. Culverts installation 80% complete. Quotes for stabilisation and gravel issued.
Albury Road	Completed seal. Line marking to be completed.
Grading of unsealed roads	Council recommenced grading program early this year with Yerong Creek Road shoulders, Poverty Lane, Wrathals Lane and Jim Willis Lane recently graded.
Resheeting	Council will recommence resheeting program later this year.

An updated 12-month programme will be presented at the meeting.

b) **Major Projects:**

Flood Mitigation Construction–The Rock: Council submitted a revised grant application for Stage 2 flood mitigation works at The Rock, being the drainage works along Nicholas, Yerong and Urana Streets. Council was advised on 18 November 2020 that it was successful in obtaining a grant of \$1,901,394 for The Rock West drainage works. Tenders were advertised and closed on 1 March 2021. Tender evaluation is currently underway with more information being sought from tenderers.

c) **Road Safety:**

Road Safety Strategy: The Road Safety Officer is drafting a Road Safety Strategy that will underpin the annual Road Safety Action Plan from 2021. The Road Safety Strategy will be delivered for consideration in April 2021 along with the Local Government Road Safety Action Plan 2021/22.

Road Safety Facebook: The Road Safety Officer shared relevant road safety content/material on Lockhart Community Facebook page. Life in Road Safety page created. Bus Safety Week – Feb 22 to 28.

d) **Traffic Committee:**

Referred report on safety and efficiency of the drop-off and pick-up zone at Pleasant Hills Public School to Local Traffic Committee members for support. New matters under investigation include:

- A disabled parking space at Lockhart Swimming Pool
- A disabled parking space in front of The Rock Bowling Club (near the entrance)
- Two dedicated RV zones in Green Street West (next to the museum) and in Urana Street on both sides of the road (at disused hotel)
- Loading zone at the Post Office (between 6-8am and 4-6pm)
- Tootool speed review

e) **Lockhart Local Emergency Management Committee:**

The previous LEMC meeting was held on 12 February 2021. The next LEMC meeting is scheduled for 11 June 2021. The LEMC participates in Riverina Murray (East) REMO-LEMC COVID-19 video conferences.

f) **Fleet:** All plant ordered in accordance with Council's plant replacement program adopted 2020/21 budget. Completed review and benchmarking of Council's plant hire rates.

g) **Biosecurity and Environment:**

Control Program: Priority has been given to the control of Feathertop Rhodes grass (*Chloris virgata*), Silverleaf nightshade (*Solanum elaeagnifolium*), St. Barnaby's thistle (*Centaurea solstitialis*), and St. John's wort (*Hypericum perforatum*).

Common White Snail Baiting Program: Snail baiting application occurred on Fairview Lane on 7 December.

h) **Parks and Gardens:**

Lockhart Lawn Cemetery, Rose Garden: The Rose Garden was given some attention. The single standard rose in the garden has been joined by a few more and underplanted with hardy ground covers. The mini agapanthus and iris have been removed and transplanted to other gardens.

Green Street, Lockhart: The dianthus around the outside of the roundabout and under the clock were removed and transplanted at Walter Day Park. The dianthus was replaced with the mini agapanthus removed from the lawn cemetery rose garden. There has been mixed success establishing petunia in the planter boxes due to the late season planting and lack of irrigation. An experiment was conducted with the newly built planter boxes on the southern side of Green Street in the form of a wicking bed. The petunia in these boxes were planted later than the ones in the existing boxes on the northern side but have established and performed more successfully. The northern boxes will be dug out and have the same wicking bed installed, comprising of stone and pipe work to direct and store water underneath the soil for the plants to draw on as required, before being replanted. These boxes are hand watered; the wicking beds reduce watering frequency and give the plants water to draw on throughout the day.

The Rock Swimming Pool: Quotes were sort and received to install a shade structure to replace the significant loss of shade that has resulted from the death and removal of two large old golden cypress trees on the western side of pool. Market umbrellas are being used as a temporary measure until the end of the season.

Parks and Gardens: The iris removed from the lawn cemetery rose garden have been transplanted to Walter Day Park's rose gardens. The roses are currently in full autumn bloom. Routine garden maintenance is being conducted including regular weeding, spraying, pruning, deadheading and mulching. Regular checks and maintenance of irrigation systems will continue throughout summer. Weed control in urban areas is ongoing.

Mowing and Slashing: The summer mowing schedule was completed before Christmas. All areas have received follow up attention due to unseasonable growth from summer rains.

Special attention was paid to areas in the lead up to events in Lockhart and The Rock.

Fortnightly mowing and edging will be scheduled for most irrigated areas during the growth season.

Trees: Suckers on the trunks of peppercorns in Lockhart were trimmed. Annual street tree and lane pruning will commence shortly.

Building works have been completed on approximately half the blocks in the Carson Road development. Streets trees will be ordered and planted for the completed homes. Due to the nature of the building process planting of trees on the remaining blocks will be scheduled once construction is complete.

The trial planting of ten *Geijera parviflora*, Wilga, in south Lockhart are withstanding the stresses of their first summer quite well. If this attractive small to medium size evergreen native continue to perform well, they will be used more extensively. Regular watering of establishing street trees will ease as temperatures drop.

- i) **Compliance:** The focus is currently on untidy blocks and letters were sent to residents to register dogs.
- j) **Development Applications:** The following development applications were approved, with conditions, from 1 February 2021 to 28 February 2021.

DA No	Development	Applicant	Site of Development
DA31/21	New Colorbond shed	A Richards	27 Norman St, The Rock
CC33/21	New Colorbond shed	N Thomas	27 Prichard Pl, Lockhart
CDC36/21	Inground swimming pool	D Bahr	1068 French Park Bullenbung Rd, French Park

Legislative Policy and Planning Implications

Applications are processed under the provisions of the *Environmental Planning & Assessment Act 1979*.

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

Integrated Planning and Reporting Reference

- C2 Flora and Fauna are protected across the Shire.
- D1 Our assets and infrastructure are well planned and managed to meet the needs of the community now and into the future.
- D2 Our Planning and development controls work to attract new residents and investment.

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

- Works Programme (to be handed out separately at the meeting).

Recommendation: That the information provided in the Engineering & Environmental Services report be noted.

STRATEGIC DIRECTION E: Strong Leadership and Governance

4. INVESTMENT AND BANK BALANCES REPORT – 28 FEBRUARY 2021

(DCCS: 21/2489)

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) Regulation 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			1,343,145.90
Add: Total Receipts			
	Rates	446,056.65	
	Debtors	13,003.15	
	Miscellaneous	35,033.73	
	Interest	2,550.21	
	Sale of Plant	55,151.49	
	DEFT Download Transfer	200,000.00	
	BAS Refund January	13,997.00	
	FAG 3rd Instalment	462,554.25	
	Transport NSW - HSVPP & Repair programme	44,740.00	
	Library Grant	66,046.00	
	Traineeship Grant	2,500.00	
	Settlement 15 Prichard Place	19,146.99	
	Settlement 22 Carson Road	100,217.94	
			1,461,777.41
Less: Total Payments			2,282,347.30
	New Investments		0.00
Closing Combined Cashbook Balance			<u>522,576.01</u>
Closing Bank Statement Balance	Bendigo Bank	187,300.73	
	Macquarie Bank	201,761.31	
	Bendigo Bank-Prichard Trust	31,645.34	
			420,707.38
Add: Outstanding Deposits			101,991.39
			522,698.77
Less: Outstanding Cheques			122.76
Closing Combined Cashbook Balance			<u>522,576.01</u>
Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP/RIM	0.60	500,000.00	6.99
Bendgio	0.50	50,000.00	0.70
Bendgio	0.20	500,000.00	6.99
Bendgio	0.20	250,000.00	3.50
Bendgio	0.80	500,000.00	6.99
Bendgio	0.25	500,000.00	6.99
Bendgio	0.40	500,000.00	6.99
Bendgio	0.50	50,000.00	0.70
BOQ	0.70	500,000.00	6.99
CBT	0.25	400,000.00	5.59
CBT	0.23	500,000.00	6.99
CBT	0.41	500,000.00	6.99
NAB	0.40	500,000.00	6.99
NAB	0.30	500,000.00	6.99
NAB 231101546	0.30	500,000.00	6.99
T Corp	on call	900,000.00	12.59
		<u>7,150,000.00</u>	
			AMOUNT
General (PTD)	1490-3000-0000		-1,789,737.31
Combined Sewerage	8490-3000-0000		2,280,667.98
Trust Fund	9991-3000-0000		31,645.34
		522,576.01	522,576.01
	TOTAL FUNDS HELD ARE:	<u>7,672,576.01</u>	

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.
- Local Government (General) Regulation Clause 212.

Budget and Financial Aspects

Council's 2020/21 Operational Budget has forecast a total of \$57,000 income from interest on investments, being split between General Fund of \$53,000 and Sewer Fund of \$4,000. For the period of July 2020 to Feb 2021, the average end of month balance of funds invested has been \$6.650 million and the average return on invested funds has been 0.62%. On these year to date figures, Council's budgeted income on investments will be under budget for the General Fund and Sewer Fund. This will be monitored and has been adjusted in the 1st & 2nd Quarterly Budget Review. Further adjustments will be made in the 3rd Quarterly Budget Review.

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 Local Government (General) Regulation 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 audit of Council's Financial Statements and each Quarterly Budget Review.

Recommendation:

- a) That the 28 February 2021 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

5. LOCAL GOVERNMENT ELECTIONS UPDATE

(GM: 21/2006)

Executive Summary

An update is provided regarding the NSW Electoral Commission's planning for the 2021 local government elections.

Report

The NSW Electoral Commission (NSWEC) [2021 Local Government elections event page](#) is now live on the NSWEC website. The NSWEC will progressively populate the event website with useful information for all participants in the election.

With the 2021 Local Government elections being conducted during the pandemic, the NSWEC has advised that additional precautions must be taken to ensure that electors, candidates, volunteers and election staff are kept as safe as possible. In this regard the NSWEC's Venue Procurement Officers (VPOs) will shortly be contacting all councils to discuss the selection of the most appropriate venues for both the Returning Officer's office and for pre-poll voting.

Current health orders require physical distancing to be observed in work places, requiring larger spaces than in previous years. This may mean venues provided by councils in previous years are no longer fit for purpose. Should that be the case, the NSWEC seeks council's understanding as alternate venues are sought.

While the NSWEC will run a comprehensive, state-wide awareness campaign across numerous channels, it is also encouraging councils to undertake their own activity. In this regard the NSWEC will issue a proposed advertising activity calendar to guide councils as well as provide templates for their use locally as the election approaches. It is proposed to utilise the monthly Council newsletter, website and community Facebook page to draw attention to the forthcoming elections.

The NSWEC has created 33 'regional' Returning Officers' offices, comprising 85 councils, with a view to realising possible savings when conducting the election. In each regional office, there will be a single Returning Officer managing the election for a number of councils. Under these arrangements a single

Returning Officer will be conducting the elections for Lockhart and Wagga Wagga Councils. It is understood that this arrangement is similar to how the 2016 elections were conducted.

Integrated Planning and Reporting Reference

E1 Promote the increased participation of local people in local government and the community.

Legislative Policy & Planning Implications

Council has previously entered into a service contract with the NSWEC for the conduct of the 2020 elections prior to their postponement.

The NSWEC has now advised that the new arrangements for the 2021 elections, and any measures necessary to address public health risks associated with COVID-19 at that time, will be likely to require changes to service agreements and further information is awaited in relation to this matter.

Budget & Financial Aspects

Council has been transferring to an election reserve an amount of \$6,000 per annum for the elections held every four years, anticipating a total cost of \$24,000 for the 2020 elections (prior to their postponement) on the basis of an election being held in all three wards.

A cost estimate had been received from the NSWEC in the amount of \$30,000. Provision for the cost of the elections will now be included in the 2021/2022 financial year budget. The cost of new councillor induction sessions as part of a councillor professional development program will now also be included in the 2021/2022 financial year budget instead of 2020/2021.

The NSW Government has provided additional funding to the NSWEC to cover any increased costs associated with conducting a COVID safe election so that these costs are not passed on to councils.

Attachments

Nil.

Recommendation: That the information be noted.

6. REDISTRIBUTION OF ELECTORAL DISTRICTS

(GM: 21/2361)

Executive Summary

The 93 electoral districts in New South Wales are being reviewed, and the boundaries redrawn if necessary, to ensure equal numbers of voters in each district.

Report

As previously reported to Council, the 93 electoral districts in New South Wales are being reviewed, and the boundaries redrawn if necessary, to ensure equal numbers of voters in each district.

This process is called redistribution and is required by legislation to take place after every second New South Wales State general election. The last New South Wales redistribution was finalised in 2013, with the resulting boundaries in place for the 2015 and 2019 State elections.

It was reported to the 16 November 2020 Council meeting that the NSW Electoral Commission (NSWEC) had released the "Report of the Electoral Districts Redistribution Panel on the draft determination of the names and boundaries of electoral districts of New South Wales". Under the draft determination the whole of the Lockhart Shire local government area is proposed to remain in the electoral district of Wagga Wagga along with the City of Wagga Wagga and part of the Snowy Valley Shire.

During the period 10-23 December 2020 the NSWEC received comments on the submissions made in respect of the draft determination. The NSWEC has now advised that the Electoral Districts Redistribution Panel proposes to hold a public hearing in late April 2021 in the Sydney CBD, by way of COVID-19 safe in-person participation, and virtually. It is anticipated that the hearing will be live-streamed. As Council has previously made a submission it is required to advise the Panel by 19 March 2021 as to whether it wishes to make a further submission through the public hearing process.

It has been noted that the Panel members have already read and considered all of the submissions and comments lodged and all of them will be taken into account when the final determination is made by the Panel. Accordingly, the Panel members propose to confine oral submissions at the public hearing to matters where they will be assisted by further elaboration or clarification.

In the circumstances, bearing in the mind that the draft determination released by the NSWEC is consistent with Council's previous submission regarding the electoral district of Wagga Wagga, it is not proposed to make a further submission or seek to appear at the public hearings.

Integrated Planning and Reporting Reference

E3 Advocate for the appropriate representation of the needs of the Lockhart Shire community at a state and regional level.

Legislative Policy & Planning Implications

To ensure the number of electors within each district remains approximately the same over time, the *Constitution Act 1902* requires that electoral district boundaries are adjusted. This formal process is called a redistribution and must take place after every second New South Wales State general election. Whilst the Constitution Act 1902 sets out the conditions under which a redistribution should take place the Electoral Act 2017, provides the process and timetable for the redistribution.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted.

7. POLICY DEVELOPMENT AND REVIEW

(GM: 21/4841)

Executive Summary

A number of policies are due to be reviewed in accordance with the three year cycle referred to in Policy No. 1.0 Policies – Procedure for Consideration and Adoption.

Report

At its meeting held on 16 March 2020, Council endorsed "Policy No. 1.0 Policies – Procedure for Consideration and Adoption" which set out a process for the systematic review of Council policies and the development of new policies.

Policy 1.0 Policies – Procedure for Consideration and Adoption provides that: -

In order to ensure that policies remain relevant a program of ongoing review of policies not later than every three years will be developed and maintained.

Individual policies will be reviewed and amended in advance of the scheduled review date when circumstances warrant. This may be prompted by factors such as a change in legislation, a change in government policy or as a result of a need identified by the Council, management and staff or internal and external audit activities.

The following Policies are now due for review in accordance with the scheduled three year cycle referred to in Policy No. 1.0:

- Policy 2.2 Disabled Persons Access
- Policy 2.3 Response to Incidents Involving Hazardous Materials
- Policy 2.4 Environmental Restoration – Emergency Grant Procedures
- Policy 3.11 Smoke-Free Workplace Policy
- Policy 3.23 Employee Assistance Program – Counselling and Critical Incident Support

With respect to Policy 2.4 Environmental Restoration – Emergency Grant Procedures, the amount of expenditure authorised to be incurred under the Pollution Clean Up Program, pursuant to the rules and guidelines of the Environmental Trust established by the Office of Environment and Heritage, has been increased from \$10,000 to \$20,000 as the amount has not been reviewed for many years. Only minor amendments have been made to the other Policies mainly to update references to relevant legislation. Copies of the Policies are attached.

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.

Legislative Policy & Planning Implications

A process for the identification, development and review of appropriate policies and procedures facilitates an effective governance and control environment.

Budget & Financial Aspects

Nil.

Attachments

- Policy 2.2 Disabled Persons Access
- Policy 2.3 Response to Incidents Involving Hazardous Materials
- Policy 2.4 Environmental Restoration – Emergency Grant Procedures
- Policy 3.11 Smoke-Free Workplace Policy
- Policy 3.23 Employee Assistance Program – Counselling and Critical Incident Support

Recommendation: That the following policies, as presented, be adopted

1. Policy 2.2 Disabled Persons Access
2. Policy 2.3 Response to Incidents Involving Hazardous Materials
3. Policy 2.4 Environmental Restoration – Emergency Grant Procedures
4. Policy 3.11 Smoke-Free Workplace Policy
5. Policy 3.23 Employee Assistance Program – Counselling and Critical Incident Support

[Next Item](#)

Item 7: Attachment 1 – Policy 2.2 Disabled Persons Access

2.2 Disabled Persons Access

POLICY TITLE: DISABLED PERSONS ACCESS

FILE REF: SC64

REVIEW DATE: MARCH 2024

OBJECTIVES

To ensure that the Lockhart Shire becomes an accessible community to disabled persons including the many forms of intellectual, physical and sensory disabilities.

Council interprets an "accessible community" as one in which the transportation systems, physical environment, communication systems, technological systems, political, cultural, bureaucratic, corporate and social institutions are open and available to people with disabilities providing them with the same opportunities, rights and responsibilities enjoyed by all other people in the community.

POLICY STATEMENT

That the following policy be implemented gradually over time within allocated resources available from Council where possible.

1. No person who lives, works in, or visits the Council area, shall be denied access to any Council facility or service on the grounds of personal disability of disadvantage.
2. All new facilities operated and installed by the Council shall be designed to be fully accessible to disabled persons.
3. Existing facilities operated and having been installed by the Council shall, where possible, be progressively modified to optimise their accessibility.
4. Council shall, where possible, make available its resources to bodies in the area, to assist in community education and the integration of persons with disabilities into all aspects of life in the community.
5. Council shall encourage all developers to optimise the accessibility of their projects.
6. Council shall encourage all non-council bodies to maximise accessibility of their facilities, programs and services.
7. Council shall actively enforce the Building Code of Australia and Council requirements for the provision of access to new and existing buildings.
8. Advice to be provided, where required, regarding the Federal Government's "Disability Discrimination Act 1992".
9. Implementation of Council's Disability Inclusion Action Plan.

*Confirmed by Council 15 March 2021
Refer minute xx/21*

Item 7: Attachment 2 – Policy 2.3 Response to Incidents Involving Hazardous Materials

2.3 Response to Incidents Involving Hazardous Materials

POLICY TITLE: RESPONSE TO INCIDENTS INVOLVING HAZARDOUS MATERIALS

FILE REF: SC67

REVIEW DATE: MARCH 2024

OBJECTIVES

To define the responsibilities of organisations and to provide clear guidelines as to the Council's policy as well as procedures to be followed in responding to any incident involving hazardous materials.

POLICY STATEMENT

Hazardous Materials Incidents - Definition

On land, the New South Wales Fire & Rescue is the primary combat agency responsible for hazardous materials incidents. The Fire and Rescue NSW Act 1989 defines 'Hazardous Material' and 'Hazardous Material Incidents' as follows: -

"**hazardous material**" means anything that, when produced, stored, moved, used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to property.

"**hazardous material incident**" means an actual or impending land-based spillage or other escape of hazardous material that causes or threatens to cause injury or death or damage to property.

1. COUNCIL'S ROLE

- a) To undertake such containment and/or removal of hazardous materials as may be requested and properly authorised.
- b) To provide support services such as road closures, communications, or other activities outside the danger area, that may be requested.

2. IMPLEMENTATION

a) Recording

Reports, requests, decisions and actions taken during a hazardous materials incident should be logged as accurately as possible. Any draft form and/or modification from time to time developed for this purpose will be set out as an attachment to this policy as Schedule I.

b) Reporting

Any report of a chemical incident must be immediately notified to Police and NSW Fire & Rescue. Council staff does not become involved unless requested to do so by an officer of one of those Departments or the Environmental Protection Authority (EPA) and unless Council staff are authorised by some appropriate person in the Council organisation as indicated in (iii) hereafter.

c) Requests for Assistance

- i) Any request for assistance received from other than Police, NSW Fire & Rescue or Environmental Protection Authority (EPA) must be referred to those authorities, no direct action by Council staff being authorised.
- ii) In the event of a request for assistance being received from an officer of the NSW Police, NSW Fire & Rescue, or Environmental Protection Authority (EPA) such request shall be referred to any appropriate officer. Such officer may, depending on availability, be the Director Engineering and Environmental Services, the Manager Works, the Manager Building and Planning Services, or other member of engineering staff.
- iii) It is possible that, particularly in emergency situations, messages may be received by two or more persons. Staff receiving requests for assistance should endeavour to contact the most senior Council officer available and establish whether any action is already in hand before initiating further procedures.

- iv) Before Council participates in the assistance or removal of any hazardous substance/s the officer responsible for Council's assistance must obtain a written guarantee from the Environmental Protection Authority (EPA) to reimburse all costs associated with the clean-up and disposal of the orphan hazardous substances/s.
 - v) Council acknowledges that, in an emergency situation, communication may frequently only be verbal, and difficult (if not impossible) to confirm in writing. Every reasonable effort should be made to transmit and receive messages reliably thus minimising risks of error.
 - vi) The Council officer accepting responsibility in accordance with the above procedures shall then act in accordance with the following.
- d) Limits of Assistance
It is Council's policy to provide any available resources requested to minimise actual, potential or suspected dangers to persons or property BUT subject to the overriding limitation that the health and safety of all personnel for whom Council is responsible must be ensured.

*Adopted by Council 15 March 2021
Refer minute xx/21*

Item 7: Attachment 3 – Policy 2.4 Environmental Restoration – Emergency Grant Procedures

2.4 Environmental Restoration - Emergency Grant Procedures

POLICY TITLE: ENVIRONMENTAL RESTORATION – EMERGENCY GRANT PROCEDURES

FILE REF: SC67

REVIEW DATE: MARCH 2024

OBJECTIVES

To define responsibility and enable that appointee to act in an emergency without reference to Council and consequent delay.

POLICY STATEMENT

That the General Manager be and is hereby delegated authority under the Emergency Pollution Clean Up Program and be authorised to incur expenditure up to the value of \$20,000 pursuant to the rules and guidelines of the Environmental Trust established by the Office of Environment and Heritage (OEH).

*Adopted by Council 15 March 2021
Refer minute xx/21*

Item 7: Attachment 4 – Policy 3.11 Smoke-Free Workplace

3.11 Smoke-Free Workplace

POLICY TITLE: SMOKE-FREE WORKPLACE

FILE REF: SC67

REVIEW DATE: MARCH 2024

OBJECTIVES

The aim of this policy is to ensure a Smoke-Free Workplace during working hours, free from the effects of Environmental Tobacco Smoke (ETS). ETS refers to exhaled, mainstream smoke and sidestream smoke from a cigarette.

FOCUS

This policy applies to all employees, contractors and visitors to Council's work sites.

The focus of this Policy is to eliminate or reduce the risk associated with passive smoking in the workplace. Given that ETS is a major airborne contaminant, employers who continue to allow smoking in their workplace may be in breach of the *Work Health and Safety Act 2011*. In this regard:

Section 17 of the Act imposes a duty to:

- a) Eliminate risks to health and safety, so far as is reasonably practicable, and
- b) If it is not reasonably practicable to eliminate risks to health and safety, to minimise those risks so far as is reasonably practicable.

Section 19 of the Act requires the provision and maintenance of a work environment without risks to health and safety.

POLICY STATEMENT

1. Smoking is not permitted at any time in or around any Council workplace. This includes:
 - a) All Council owned or controlled buildings and enclosed structures
 - b) All Council vehicles and items of plant
 - c) All Council work sites whether in the open air or not.
2. Staff are not permitted to leave the workplace to smoke. Whilst not encouraging such departure for the purpose of smoking, Council acknowledges staff are entitled to leave the workplace during a non-paid break.
3. It is the responsibility of all supervisors and employees to ensure that no employee, contractor and/or visitor, smokes whilst on a Council work site. Employees who fail to look after the safety of other people at work by not complying with Council's Smoke-Free Workplace Policy may be in breach of the Work health and Safety Act 2011.
4. Council will give assistance to any employee who wishes to quit smoking by way of counselling and/or financial assistance. An employee can contact Council's Human Resources/Work health and Safety Co-ordinator for further information and all enquiries will be treated as confidential.
5. Employees found breaching Council's Smoke-Free Workplace Policy may be disciplined in accordance with the disciplinary procedures contained in the Local Government (State) Award.

*Adopted by Council 15 March 2021
Refer minute xxx/21*

**Item 7: Attachment 5 – Policy 3.23 Employee Assistance Program (EAP)
Counselling and Critical Incident Support**

3.23 Employee Assistance Program (EAP) Counselling and Critical Incident Support

POLICY TITLE: EMPLOYEE ASSISTANCE PROGRAM (EAP) COUNSELLING & CRITICAL INCIDENT SUPPORT

FILE REF: SC67

REVIEW DATE: MARCH 2024

OBJECTIVES

To provide an independent and confidential professional psychological and counselling service to employees and immediate families conducted by qualified and experienced social workers, counsellors, mediators and psychologists.

POLICY STATEMENT

Lockhart Shire Council is committed to ensuring the health, safety and welfare of all employees at work. Council is committed to providing all employees preventative and proactive risk management services to assist in the reduction of workplace injuries and illness.

The aim of the Employee Assistance Program (EAP) is to offer independent, professional and confidential counselling assistance to people who may need help with particular problems affecting their well-being, both personally and in the workplace.

The EAP is a counselling and advisory service, which is made available to all employees and their immediate families, at no cost to the employee. The counselling discussion is informal, friendly and focused on employee needs.

An EAP is aimed at assisting persons experiencing difficulties in their lives such as:

Professionally	Personally
<ul style="list-style-type: none">• Lack of concentration or distracted by problems at work• Getting tired or sick• Having days off• Feeling emotional or stressed• Unable to cope with change• Career concerns• Being involved in conflicts• Burdened by everyday concerns• Workplace bullying or harassment	<ul style="list-style-type: none">• Balancing work and family• Relationship issues• Depression and Anxiety• Communication problems• Anger management• Separation and divorce• Insomnia or sleep problems• Grief and loss

The EAP may also be used to provide critical incident support and debriefing. The services offered through EAP include:

- Assessment
- Phone and face to face counselling
- External referrals for persons needing on-going support or further assistance.

All employees will be provided with an information session and all new employees will be provided with information on induction.

Each employee/family member may access a maximum number of three (3), one (1) hour counselling sessions each year.

Lockhart Shire Council's EAP provider is CentaCare South West NSW.

EAP Contact telephone number 1300 619 379

*Adopted by Council – 15 March 2020
Refer Minute No. xx/21*

QUESTIONS AND STATEMENTS

CLOSED SESSION

Agenda

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

8. TENDER – THE ROCK WEST FLOOD MITIGATION WORKS

(DEES: 21/4841)