



# **BUSINESS PAPER**

**of the  
Ordinary Meeting  
Held  
19 April 2021**

**AN INFORMAL BUDGET WORKSHOP WILL BE HELD PRIOR TO THE  
COUNCIL MEETING, COMMENCING AT 4.00PM**

**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: 21/3185

14 April 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, 19 April 2021** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

The Ordinary Council Meeting will be preceded by an Informal Budget Workshop commencing at 4.00pm.

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 MARCH 2021

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## **APOLOGIES**

Cr James Walker.

## **MAYORAL MINUTE**

Nil.

## **MAYORAL REPORT**

To be presented at the meeting.

## **URGENT MATTERS**

Nil.

## **NOTICE OF MOTION**

Nil.

## **COMMITTEE REPORTS**

- 1. MINUTES OF THE MEETING OF THE LOCKHART SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD AT THE LOCKHART SHIRE COUNCIL OFFICES ON WEDNESDAY 24 MARCH 2021 AT 10:00AM**

**(GM: 21/3209)**

- 1. Present**

Luke Taberner (Independent Chairperson)  
Lloyd Hart (Independent Member)  
Cr Andrew Rockliff (Lockhart Shire Councillor)

- 2. In Attendance**

Peter Veneris (General Manager)  
Craig Fletcher (Director Corporate and Community Services)  
Ian Roberts (Internal Auditor)

- 3. Apologies**

James Davis (Independent Member)

- 4. Confirmation of Minutes**

It was RESOLVED on the motion of A Rockliff and L Hart that the minutes of the meeting held on 4 November 2020, as printed and circulated, be confirmed as a true and correct record of the proceedings of that meeting.

- 5. Business Arising**

Nil.

## **6. Internal Audit Reports**

### **6.1 Depot Inventory Management**

The Internal Auditor Mr Ian Roberts presented his Report and recommendations on Depot Inventory Management at Lockhart Shire Council.

Mr Roberts reported that the Council's Store is well run having observed it first hand and having spoken to Council's Storeman. He said that he found no evidence of pilfering which remains a risk in all organisations.

Drawing attention to his recommendations Mr Roberts emphasised the need for written procedures and also drew attention to a recommendation that all orders, including orders for office-based requirements such as stationery, should be through the Storeman.

Cr Rockliff questioned the benefits of directing office-based orders through the Storeman. The General Manager agreed saying that the current method works well for an organisation of Lockhart Shire Council's size and that it would be better to focus on improving internal controls around higher risk products stored at the depot as per recommendations 4 and 5 in the report.

Discussion also centred on the table contained in the report comparing the amount spent on chemicals for weed control by the Council's in the Internal Audit Alliance. It was noted that the circumstances of each Council need to be taken into consideration when benchmarking e.g., geographic size, length of the road network and any major highways and transport routes traversing the respective local government areas.

It was RESOLVED on the motion of A Rockliff and L Hart that the Internal Audit Report on Depot Inventory Management at Lockhart Shire Council be received.

## **7. Prior Internal Audit Recommendations – Status Report**

The General Manager provided a brief update on the status of prior internal audit recommendations, noting that the recommendations from the Internal Audit Report on Depot Inventory Management have been added to the Status Report and those actions previously tabled as "completed" have been removed from the Report.

It was RESOLVED on the motion of A Rockliff and L Hart that the Prior Internal Audit Recommendations Status Report be received and noted.

## **8. Notice of Reportable Incidents**

The General Manager advised that there were no incidents to report.

## **9. General Business**

### **9.1 Next Internal Audit Topic**

Ian Roberts advised that the next internal audit will focus on the administration of and compliance with the Government Information and Public Access Act (GIPA).

### **9.2 AONSW Performance Audit - Procurement**

The General Manager informed the Committee of the release of the report of the Performance Audit conducted by the Audit Office of NSW on procurement at Lockhart Shire and five other NSW Councils and distributed a copy of a report to the Lockhart Shire Council meeting held in December 2020 regarding Council's response to the Report.

## **10. Date of Next Meeting**

To be confirmed.

There being no further business the meeting closed at 10.55am.

**Luke Taberner**  
**Chairperson**

**Recommendation:** That the Minutes of the Lockhart Shire Council Audit, Risk and Improvement Committee meeting on 24 March 2021 be received.

## DELEGATES' REPORTS

1. **RIVERINA REGIONAL LIBRARY ADVISORY COMMITTEE MEETING, 31 MARCH 2021 AT WAGGA WAGGA**

(GM: 21/3558)

I attended a meeting of the Riverina Regional Library Advisory Committee in Wagga Wagga on 31 March 2021 as Council's delegate together with the General Manager. Key issues arising from the meeting are summarised below.

- The draft Riverina Regional Library (RRL) Budget for 2021/22 was endorsed for public exhibition.
- The RRL Budget Review for the quarter ended 31 December 2020 was received and noted.
- The draft 2021-2022 RRL Member Council Contributions table was endorsed.
- The Committee endorsed the draft RRL Management Plan 2021-2022 as an interim document for presentation to the June 2021 meeting of the Executive Council, subject to there being no significant variations prior to that time.
- High stock turn-over and loan figures for the Mobile Library continue to emphasise the importance of the service to Lockhart Shire. Loans for Lockhart Shire Council service points totalled 2,145 for the July to December 2020 period.
- In a previous RRL Delegate's Report to Council it was noted that correspondence had been received from Wagga Wagga City Council (WWCC), which provided a Notice of Intent to the RRL, notifying that WWCC wishes not to continue with the terms and conditions of the current RRL Deed of Agreement (for the Wagga Wagga City Library) beyond the expiry date of 30 June 2022.
- A new Deed of Agreement will need to be negotiated and entered into by Member Councils for the four-year period commencing 1 July 2022 after the current agreement expires. This prompted RRL to review its funding model, service provision model and associated foundation documents including the Deed of Agreement and Service Level Agreements, in consultation with all member councils.
- A number of options were presented to the Advisory Committee regarding a revised funding model to take effect from 1 July 2022. The funding model endorsed by the Advisory Committee, if implemented, will result in a small decrease in Lockhart Shire Council's annual contribution to the RRL (approx. \$6,000). The proposed new funding model is contingent on WWCC remaining a member of RRL beyond 30 June 2022.
- WWCC submitted an alternative "Pick & Mix" service delivery model which was not supported by the Advisory Committee.

**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
<b>Ordinary Council Meeting held 15 March 2021</b>			
43/21	DEES	<p><b>Tender – The Rock West Flood Mitigation Works</b></p> <p>Council:</p> <ol style="list-style-type: none"> <li>Awards the tender for The Rock Flood Mitigation Works FY2021-004 to Excell Gray Bruni Pty Ltd.</li> <li>Allocates \$316,900 in the 2021-22 budget as its contribution to The Rock Flood Mitigation Works.</li> </ol>	<ol style="list-style-type: none"> <li>Tender contract executed. Completed.</li> <li>Draft 2021/22 Budget to be presented to the May 2021 Council meeting.</li> </ol>
32/21	GM	<p><b>ANZAC Day 2021 Commemorations</b></p> <p>The following Councillors will participate at the respective ANZAC Day ceremonies and to lay a commemorative wreath on behalf of Council: Cr Schirmer – Lockhart; Crs Marston and Verdon – The Rock; Cr Sharp – Pleasant Hills; Crs Driscoll and Walker – Yerong Creek.</p>	<p>The respective RSL Sub-branches have been advised of Council's representatives who will be laying a commemorative wreath on behalf of Council.</p> <p>Complete.</p>
26/21	TEDO	<p><b>Minutes of the Tourism &amp; Economic Development Steering Committee – 9 March 2021</b></p> <p>7a <b>Proposed Charter:</b> TEDO to send around examples of other Council committees with feedback to be sent to TEDO by May 2021 meeting.</p> <p>7b <b>Street lighting, Lockhart:</b> Council to investigate lighting upgrades in the two main business blocks, to entrance of Caravan Park and outside the Museum.</p> <p>8a <b>The Esplanade, Pleasant Hills:</b> 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.</p> <p>8b <b>Silo/Water Tower Mural:</b> TEDO add the Silo/Water Tower Mural – Pleasant Hills/Urangeline East or Munyabla on the project list for investigation and scoping.</p>	<p>In progress</p> <p>In progress</p> <p>Added to project list. TEDO to discuss with Facilities Manager.</p> <p>Added to project list. Complete.</p>
<b>Ordinary Council Meeting held 15 February 2021</b>			
22/21	GM	<p><b>Offer to Purchase Industrial Land</b></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>	<p>The completion of the DA process is awaited before progressing the negotiations.</p>

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<b>Minute No:</b>	<b>Officer to Action</b>	<b>Council Resolution</b>	<b>Action Taken</b>
18/21	GM	<p><b>Policy Development and Review – Naming of Roads, Bridges, Public Places and Buildings</b></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>
12/21	GM	<p><b>Preparation of Plans of Management – Crown Reserves etc</b></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>Following consideration of any feedback received from the management committees and user 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>Subject to 2) above.</p>
9/21	DCCS	<p><b>The Lockhart Recreation Ground Management Committee – Request for Financial Assistance</b></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>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>Complete.</p>
8/21	DCCS	<p><b>Lockhart Railway Building</b></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>

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Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 21 December 2020</b>			
254/20	GM	<p><b>The Rock West Flood Mitigation Works</b></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>1. Funding Agreement signed and returned to the Department of Planning, Industry and Environment. Complete.</p> <p>2. Draft 2021/22 Budget to be presented to the May 2021 Council meeting.</p>
<b>Ordinary Council Meeting held 16 November 2020</b>			
211/20	GM	<p><b>Grant Funding Opportunities</b></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"> <li>- The Rock Hall</li> <li>- Lockhart Caravan Park</li> <li>- The Rock 2nd Oval – Water and Fencing</li> <li>- Lockhart Rec Grd Amenities – Stage 2</li> <li>- Pleasant Hills Rec Grd – Tennis Courts etc</li> <li>- The Rock Observatory</li> </ul> <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"> <li>- GrainCorp Building Development</li> <li>- Avenue of Honour</li> <li>- Government Dam, The Rock – Recycling Water</li> <li>- Brookong Creek Masterplan</li> <li>- Galore Hill Scenic Reserve Masterplan</li> </ul>	<p>1. Work schedule and project nomination form has been submitted for the Council nominated projects and approved. Complete.</p> <p>2. Agreement has been reached with GrainCorp for the purchase of 109 Green Street Lockhart. Quotes are being sought for the preparation of a concept plan for the redevelopment of 109 Green Street to incorporate a community space and public toilets.</p>
206/20	TEDO	<p><b>Shortage of Residential Property to Lease</b></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 was convened by REROC on 19/03/21 on the issue of rental accommodation and housing shortages (GM and TEDO to attended). A follow up Workshop is scheduled to be held on 29/04/21.</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>

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<b>Minute No:</b>	<b>Officer to Action</b>	<b>Council Resolution</b>	<b>Action Taken</b>
205/20	TEDO	<b>“Tim Fischer Way”</b> 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.	A separate report has been included in the April Council meeting Business paper regarding this matter. Complete.
<b>Ordinary Council Meeting held 21 September 2020</b>			
175/20	TEDO	<b>September Minutes of the TEDSC</b> i) Follow up lack of fencing at Magnolia Lodge with the General Manager.	Currently being investigated.
174/20		ii) Liaise with Mr Holstein to remedy signage issue at Noskes Chinese Crossing, consistent with current signage practices.	Currently being investigated.
<b>Ordinary Council Meeting held 20 July 2020</b>			
134/20	DEES	<b>Light Posts – Green Street, Lockhart</b> 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 complete. To be installed by electrical contractor. Planter boxes complete.
133/20	DEES	<b>Naming of Bridges – Brookong Creek and Urana Lockhart Road</b> 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	<b>Land/Premises for Community Development, Lockhart and The Rock</b> (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.”	Agreement has been reached with GrainCorp for the purchase of 109 Green Street Lockhart. GrainCorp as the vendor will be arranging for contracts to be prepared and forwarded to Council’s solicitor.

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Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 20 April 2020</b>			
70/20	GM	<p><b>Review of Operational Land</b></p> <p>Council adopts the following actions in relation to the review of land classified as “operational land”:</p> <ul style="list-style-type: none"> <li>• Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land.</li> </ul>	<p>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.</p>
<b>Ordinary Council Meeting held 16 September 2019</b>			
256/19	GM	<p><b>Lockhart Renewable Energy Project</b></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>	<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.</p>
<b>Ordinary Council Meeting held 19 August 2019</b>			
223/19	DEES	<p><b>Lockhart Caravan Park</b></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>	<p>Updates to be provided through the Grant Funded Projects – Quarterly Progress Report separately distributed at Council meetings.</p> <p>Complete</p>
<b>Ordinary Council Meeting held 15 March 2021 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<p><b>Cr Verdon – Chaplins Lane, The Rock</b></p> <p>Referred to photographs of Chaplins Lane after wet weather and difficulty in property access experienced by a resident, compounded by replacement of a water pipe by Riverina Water. Cr Verdon asked if there were plans to resheet that road and what is required to elevate it to a sealed road. Cr Verdon also suggested contacting Riverina Water regarding some restoration works in the area of their works.</p>	<p>This road, west of The Rock Collingullie Road, is made up of two sections, the first (approx. 450m) is Gravel Class 2, the second (approx. 370m) is classified as unconstructed. Investigations need to be carried out on this unconstructed section. The gravelled section is currently programmed for grading in November. The Director has spoken with the resident and also regarding Council’s dust suppression policy.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	<b>Cr Verdon – Trees, Avenue of Honour</b> Advised that electricity contractors have trimmed the trees and they look terrible, with no shape. Asked if Council has any influence with Essential Energy on how the trees are trimmed?	The Director Engineering and Environmental Services contacted Essential Energy. Complete
	DEES	<b>Cr Driscoll – Waste Collection</b> Asked if there is a possibility for either the general or recycling waste to have an additional pick-up, reverting to weekly collection? Suggested the recycling service might be a good option, to encourage people to do that more.	Additional service will incur a cost of \$135 per property. Current system allows individual households to request an additional service.
	DEES	<b>Cr Driscoll – Shire Swimming Pools</b> Asked if Council had or would receive feedback on the swimming pools for the last season, including attendance, and general feedback on how they've been serviced/managed for the season.	Included in Engineering and Environmental Services report for April OCM. Complete.
	DEES	<b>Cr Marston – The Rock Recreation Ground Directional Signage</b> Asked if the directional signage for the caravan park at The Rock Recreation Ground could be repositioned and/or improved as visitors are taking the wrong turn off Mixner Street and ending up in the dead-end near the creek.	Signs have been ordered.
	DEES	<b>Cr Marston – The Rock Recreation Ground Mowing</b> Advised that, at a recent practice match, players commented on the surface condition. Requested that the oval be mown a little shorter during the upcoming football season.	The ground is mowed as low as it can be without scalping which stresses the lawn and invites diseases. The ground is currently mowed at least once a week, generally late in the week, weather and staffing allowing. Complete.
Questions & Statements	DEES	<b>Cr Rockliff – Living in Main Street</b> Has been advised that people are believed to be living in the former Verandah Town Electrical Store and also the Commercial Hotel. With regard to the hotel, attention has been drawn to a very large bird aviary and Cr Rockliff asked if there were any compliance issues with such a structure.	The Manager Planning and Building in the process of arranging an inspection of the Verandah Town Electrical shop. The bird aviary is exempt development based on its size.
	DEES	<b>Cr Rockliff – Gutter Cleaning</b> Questioned the value Council received from the street sweeper as it can't clean behind the parking bumpers in the shopping precinct and doesn't remove weeds.	The Director of Engineering and Environmental Services is reviewing service.

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Minute No:	Officer to Action	Council Resolution	Action Taken
	GM/ DEES	<b>Cr Rockliff – Cleaning of Pavers</b> Advised he thought a decision was made in the past to have the pavers cleaned two to three times per year and they haven't been cleaned for quite a while. Nothing seems to be working on the bird droppings. IGA now having issues, particularly concerning their trolleys.	The General Manager advised he is not aware of any previous policy position regarding frequency of cleaning. As a result of recent representations, the Director of Engineering & Environmental Services is reviewing our level of service in that regard. To provide the shopkeepers with advice, the Heritage Adviser has been consulted.
	DEES	<b>Cr Douglas – Lockhart The Rock Road Railway Crossing</b> Could Council consider installing convex safety mirrors at the railway crossing adjacent to the Emerald grain delivery site at The Rock on Lockhart The Rock Road?	The Director of Engineering & Environmental Services has made enquiries with Transport for NSW (TfNSW) and received the following response: "TfNSW does not support the use of convex mirrors as they provide an unrealistic view of the road environment and complacency with drivers. This is in addition to the costs incurred with maintenance and replacement." Complete.
	DEES	<b>Cr Douglas – Dust Suppression, Osborne Pleasant Hills Road</b> Has the correspondence from the owners of 183 Osborne Pleasant Hills Road been actioned on and what is the outcome of acknowledgement of their concerns?	Included in Engineering and Environmental Services report for April OCM. Complete.
	GM	<b>Cr Douglas – Lighting Issues, Lockhart</b> Could Council investigate the installation of motion sensing lighting in the areas mentioned in the Tourism and Economic Development Steering Committee report?	The General Manager advised that as this item formed part of a recommendation of the Tourism and Economic Development Steering Committee minutes which have been adopted, it is now a Council resolution and staff are obliged to investigate the matter.
Questions & Statements	GM	<b>Cr Douglas – Local Government Elections</b> Would Council consider conducting information sessions for prospective councillors prior to their nomination for the local government elections scheduled for September this year?	The NSW Electoral Commission will be conducting on-line candidate information sessions and webinars. Information for candidates and all participants in the election that is being progressively received from the NSW Electoral Commission will be published in Council's monthly newsletter.
	DEES	<b>Cr Sharp – Tree Removal Enquiry</b> Cr Sharp has been approached by Mr Elphick of Pleasant Hills who wishes to re-fence his property but there are trees possibly in the way. Cr Sharp asked if Council staff could make contact to arrange an assessment of the site.	The Environmental Officer is liaising with Mr Elphick regarding the removal of the trees. Complete.

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Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	<b>Cr Sharp – Old School Site Signage</b> Advised there is an old school site on County Boundary Road approximately 2km south of the crossroad which has a sign in place on the eastern side of the road to draw attention to its location. Cr Sharp requested that a tourist sign (finger blade only) be installed on the western side of the road also.	Manager Works is reviewing signage at this location.
	DEES	<b>Cr Schirmer – Caravan Park Signage</b> Asked if it was possible to install signage indicating the caravan park on the approaches to town.	Manager Works is reviewing signage.
	DEES	<b>Cr Schirmer – Priority Parking</b> Advised he has been approached by Valmar staff to request a parking space adjacent to their offices, marked in red with a handrail to assist with client access to their offices.	Manager Works is arranging line marking contractor.
<b>Ordinary Council Meeting held 15 February 2021 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Verdon – Heritage Adviser Visits</b> 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.	Heritage Advisor contacted Mrs Smith. Complete.
	DEES	<b>Cr Verdon – Disabled Parking, The Rock Bowling Club</b> Requested that disabled parking be relocated to the front of the building and be line-marked accordingly.	Referred to Road Safety Officer to prepare report to Local Traffic Committee.
	DEES	<b>Cr Verdon – The Rock Post Office</b> 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.	Referred to Road Safety Officer to prepare report to Local Traffic Committee.
	GM/ DCCS	<b>Cr Driscoll &amp; Cr Douglas – TEDO Workload</b> 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.	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.
	DCCS	<b>Cr Driscoll – Community Centre for The Rock</b> 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.



*Lockhart Shire Council  
Ordinary Meeting – 19 April 2021*

<b>Minute No:</b>	<b>Officer to Action</b>	<b>Council Resolution</b>	<b>Action Taken</b>
	DEES	<b>Cr Driscoll – Natural Gas</b> 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 considering recent growth.
	DEES	<b>Cr Rockliff – Lockhart Verandahs</b> 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. The Director Engineering and Environmental Services is reviewing current street maintenance arrangements.
	DEES	<b>Cr Rockliff - Planter Boxes</b> 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	<b>Cr Walker – Plums Lane</b> 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 April.
	DEES	<b>Cr Schirmer – Weed Control etc</b> 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).
<b>Ordinary Council Meeting held 21 December 2020 – Councillor Questions &amp; Statements</b>			
<b>Questions &amp; Statements</b>	GM	<b>Cr Verdon – Community Land</b> 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.

Lockhart Shire Council  
Ordinary Meeting – 19 April 2021

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 19 October 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<p><b>Cr Driscoll – Electronic Scoreboards</b></p> <p>When is delivery and installation of the scoreboards expected?</p>	<p>Refer Grant Funded Projects – Quarterly Progress Report separately distributed at the Council meeting.</p> <p>Electronic scoreboards for The Rock &amp; Lockhart have been ordered. Details of specifications have been emailed to each Management Committee.</p> <p>Delivery has advised to be in the first two weeks of May.</p>
<b>Ordinary Council Meeting held 21 September 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<p><b>Cr Rockliff – Bidgeemia Water Extension</b></p> <p>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?</p>	<p>Riverina Water has confirmed that the Water Extension project has come in under budget and it is now able to extend the mains further along Bidgeemia Road and Vincents Road, making reticulated water available to additional properties.</p> <p>Riverina Water has also confirmed that all consumers, including the subject property, will be connected at the same rate.</p>
Questions & Statements	DEES	<p><b>Cr Rockliff – Overhanging Branches</b></p> <p>A resident has requested removal of overhanging branches to allow the proper clearance for stock crates on various Shire roads.</p>	<p>Survey of priority roads completed. Pruning to be undertaken when requested. Complete.</p>
<b>Ordinary Council Meeting held 17 August 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<p><b>Cr Marston – Signage, Various Roads</b></p> <p>Willis Lane at the intersection with Jim Willis North Lane requires a street blade and also a No Through Road sign.</p> <p>The Willis Lane/Poverty Lane intersection heading north requires a No Through Road sign.</p>	<p>Signs installed.</p> <p>Complete.</p>
Questions & Statements	DEES	<p><b>Cr Day – Levy Bank, Lockhart Common</b></p> <p>Asked who was responsible for maintenance and suggested that some repair work may be necessary near the outlet.</p>	<p>Works under way.</p>
<b>Ordinary Council Meeting held 20 July 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<p><b>Cr Driscoll – Childcare in the Shire</b></p> <p>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.</p>	<p>Council will contact both schools in Lockhart as a starting point for feedback on demand for before &amp; after school care.</p>

*Lockhart Shire Council  
Ordinary Meeting – 19 April 2021*

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 3 February 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<p><b>Cr Marston – CCTV</b></p> <p>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.</p>	<p>Quotes received, minimum of \$6,000 per site. Not included in draft Budget for 2020/21.</p> <p>Could be considered under LRCI Program, with further consultation required with s355 management committees.</p>
<b>Ordinary Council Meeting held 20 November 2017 – Councillor Questions &amp; Statements</b>			
Questions & Statements	GM	<p><b>Cr Marston – Potential Purchase of Land for Development</b></p> <p>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.</p>	<p>Discussions have been held with Council's agent and the availability of suitable developable land coming on to the market is being monitored.</p> <p>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.</p> <p>Council has resolved to support a rezoning proposal that will facilitate a private residential development at The Rock.</p>

**April 2021 Council Meeting - Correspondence Sent to Councillors**

Date sent to Councillors	From	Subject	File Ref
15/3/2021	LG NSW and ALGA	Local Government Weekly News dated 12/3/2021	SC132/SC318
22/3/2021	LG NSW and ALGA	Local Government Weekly News dated 19/3/2021	SC132/SC318
29/3/2021	LG NSW and ALGA	Local Government Weekly News dated 26/3/2021	SC132/SC318
1/4/2021	Mayor, Cr Schirmer	Update on various topics	
6/4/2021	ALGA and LG NSW	Local Government Weekly News dated 1/4/2021 and 6/4/2021 respectively.	SC132/SC318
14/4/2021	ALGA and LG NSW	Local Government Weekly News dated 9/4/2021 and 13/4/2021 respectively.	SC132/SC318

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

## STAFF REPORTS

### STRATEGIC DIRECTION A: A Connected and Resilient Community

#### 1. OLD LOCKHART RAILWAY STATION BUILDING

(GM: 21/2959)

##### Executive Summary

An opportunity exists to secure grant funding to undertake repairs and maintenance of the Lockhart Railway Station building.

##### Report

It was reported to the Council meeting held on 15 February 2021 that Council has been in negotiations with John Holland Rail (JHR) going back to before February 2019, seeking to terminate the lease agreement for the Railway Station Building. JHR were required to facilitate Council's request through Transport for NSW (TfNSW).

It was also reported that in the course of these negotiations TfNSW indicated that they would prefer that the agreement remains on foot and that TfNSW has now confirmed its willingness to vary the terms of the lease to a Nil rental in lieu of Council surrendering the agreement as the asset is believed to have great regional/community benefit.

It was further reported that, as the building now requires significant repairs and maintenance to bring it back to an acceptable standard, Council is developing a scope of works and costings to restore the old Railway Station building. Having a completed scope of works will place Council in a position to take advantage of grant opportunities as they arise.

At the 15 February 2021 Council meeting it was resolved that Council:

- a) *Agree 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.*
- b) *Develop a scope of works to repair the old Railway Station Building with a report to Council at a future meeting.*

An opportunity has arisen to make application for funding under the Federal government's Stronger Communities grants program. Applications closed on 19 March 2021 and an application was lodged requesting a grant of \$18,000 towards repairs totalling \$40,000. If successful Council's contribution could be funded from the Buildings Reserve.

##### Integrated Planning and Reporting Reference

A1.4 Work with stakeholders to ensure our community is safe and well prepared to respond to adversity.

A2.1 Provide, or partner to provide, welcoming and well maintained community spaces and facilities.

##### Legislative Policy and Planning Implications

At the Council meeting held on 21 December 2020 Council adopted a new Policy regarding grants management (Policy 2.57) on the recommendation of the Internal Auditor. The policy includes a provision stating that *"where a grant application requires a contribution from Council that is not incorporated in Council's adopted budget, the matter will be reported to Council."*

##### Budget and Financial Aspects

If the grant application is successful, Council's contribution of \$22,000 could be funded from the Buildings Reserve which had a balance of \$139,000 at 30 June 2020.

##### Attachment

Nil.

**Recommendation:** That Council:

- a) Ratify the action taken to submit an application for funding under the Stronger Communities Fund towards repairs to the Lockhart Railway Station building; and
- b) In the event that the application is successful Council's contribution be funded from the Buildings Reserve.

**2. REQUESTS FOR FINANCIAL ASSISTANCE AND LOCAL ROADS & COMMUNITY INFRASTRUCTURE PHASE 2**

(GM: 21/3347)

Executive Summary

Council has received requests for financial assistance from two sporting clubs in the Shire. Council is also required to determine projects for the unallocated balance of its Local Roads and Community Infrastructure (LRCI) Phase 2 grant.

Report

Earlier this year Council was advised that it will receive \$846,561 under the newly established LRCI Program. Council, at its July 2020 meeting determined the projects to submit for funding under the Program.

The Commonwealth Government subsequently announced that the \$500 million LRCI Program was to be extended to \$1.5 billion and that Lockhart Shire Council was advised that it will receive additional funding of \$650,726 under Phase 2 of the Program. A workshop was convened prior to the Council meeting held on 19 October 2020 to consider projects for the additional funding. Based on the outcome of the workshop discussions Council, at its meeting held on 19 October 2020, resolved (minute 211/20) to submit the following projects for funding under Phase 2 of the LRCI Program:

• The Rock Hall	\$ 75,000
• Lockhart Caravan Park	\$ 150,000
• The Rock 2 <sup>nd</sup> Oval – Water and Fencing	\$ 50,000
• Lockhart Rec Ground Amenities – Stage 2	\$ 245,000
• Pleasant Hills Rec Ground – Tennis Courts etc	\$ 50,000
• The Rock Observatory	\$ 40,000
	<u>\$ 610,000</u>

It will be noted that an amount of \$610,000 of the Council's allocation of \$650,726 was allocated to projects at the time. Council consciously left a balance of \$40,726 unallocated as a contingency for future consideration.

It is important that Council now identify projects for the unallocated balance of \$40,726 as the funds are required to be spent by 31 December 2021.

In the meantime, Council has received the following requests for financial assistance:

1. Yerong Creek Tennis Club

The Club has upgraded three of its six tennis courts however the courts are being affected by large tree roots and leaf litter from a large Claret Ash tree from the southern end of the courts. The Club is seeking financial assistance from Council to have the tree roots removed later in 2021 when the fourth tennis court is being upgraded. The fourth tennis court is being upgraded under the Stronger Country Communities Fund Round 3 grants program obtained by Council.

The Club is seeking \$20,000 for the removal of the roots plus \$5,000 for a root barrier or removal of the tree.

2. Yerong Creek Cricket Club

The Yerong Creek Recreation Ground has a high quality turf wicket. However, the Ground's outfield does not match the standard of the turf wicket and the Cricket Club is seeking to address this through the installation of a watering system. The total cost of the project is estimated to be \$119,000 and the Club has \$16,000 of its own funds to contribute towards the project while it seeks to raise the remaining funds from a number of sources.

Based on the supporting documentation accompanying the Club's application an amount of \$36,000 is being requested from the unallocated balance of Council's LRCI Phase 2 grant and an amount of \$25,000 from next year's budget i.e., 2021/22 financial year.

The unallocated balance of Council's LRCI Phase 2 grant (\$40,726) is not sufficient to accommodate both the Tennis Club's (\$25,000) and the Cricket Club's (\$36,000) requests.

When ad hoc requests for financial assistance have been received in the past and supported by a Council resolution, they have been funded from Council's budget allocation for section 356 contributions. An amount of \$34,000 remains available in the 2020/21 budget from this source of funding.

If Council wished to support both applications for funding they could be funded as follows:

1.	Yerong Creek Tennis Club	\$25,000	LRCI Phase 2 Grant
2.	The Rock Yerong Creek Cricket Club	\$15,726	LRCI Phase 2 Grant
		<u>\$20,274</u>	2020/21 budget – sec 356 contributions
		\$36,000	

The Yerong Creek Cricket Club's request for an additional amount of \$25,000 in next financial year could be pledged from the 2021/22 budget for section 356 contributions. However, together with other annual and recurring donations made from section 356 contributions (e.g., Pleasant Hills Community Hotel, Australia Day host organisation, Lions Club recycling) this would result in approximately \$39,000 or 75% of the section 356 contributions budget for that year being predetermined. This would leave an amount of \$13,000 for other requests for financial assistance that may be received during the course of next financial year.

#### Integrated Planning and Reporting Reference

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

A1 Support cultural and sporting opportunities that respond to the needs of the community.

#### Legislative Policy & Planning Implications

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

#### Budget & Financial Aspects

An amount of \$40,726 remains unallocated from Council's LRCI Phase 2 grant. A matching contribution is not required for applications under the LRCI Program.

Council has allocated an amount of \$52,100 in the 2020/21 Budget for financial assistance pursuant to Section 356 of the Local Government Act. An amount of \$16,014 has been expended to date leaving an available balance of approximately \$34,000.

#### Attachments

Letter dated 7 April 2021 from The Rock Yerong Creek Cricket Club and supporting documentation.

**Recommendation:** That Council support the requests for financial assistance received from the Yerong Creek Tennis Club and the Yerong Creek Cricket Club as follows:

1.	Yerong Creek Tennis Club	\$25,000	LRCI Phase 2 Grant
2.	The Rock Yerong Creek Cricket Club	\$15,726	LRCI Phase 2 Grant
		<u>\$20,274</u>	2020/21 budget – sec356 contributions
		\$36,000	
3.	That consideration of the request for a further \$25,000 from the 2021/22 budget be deferred until Council's 2021/22 budget has been adopted.		

#### [Next Report](#)

**Item 2: Attachment – Letter and supporting documentation from The Rock Yerong Creek Cricket Club**



The Rock Yerong Creek Cricket Club  
c/- T Hannam  
15 King St, The Rock NSW 2655

Mr. P. Veneris  
General Manager  
Lockhart Shire Council  
PO Box 21  
Lockhart NSW 2656.

Yerong Creek Recreation Ground – Cricket Oval

Dear Peter,

The Rock Yerong Creek Cricket Club's home ground is the Yerong Creek cricket ground. This ground has some excellent features. The turf wicket is well known as one of the best in the district. The facilities for both players and spectators also provide good amenity. However the playing field is well below the standard of other grounds in the region. In a typical dry summer it is parched and bare with various tufts of dead grass. The irregular surface gives an unpredictable bounce of the ball. Safety can be an issue.

We seek your assistance to improve the ground and provide a watering system. As you are aware the Council and the Recreation Ground Committee have the predominant roles in the management of the facility. It has only recently become clear to us that our club can promote this project. And for that reason we believe our application for assistance should take advantage of any grant funds currently available. We are specifically requesting funding or part-funding from the Local Roads and Community Infrastructure – Phase 2 grants.

Our proposal is to install irrigation and to core, top-dress and grass the ground. The estimated cost for this work is \$119,000. This project is ready to go and could be completed by 31 December 2021. Our club has existing funds of \$16,000 which can be put to the project.

We are seeking funds from an array of sources and we ask that Council provide the financial assistance that will best deliver the proposal. Staging is possible but undesirable in that temporary works are not cost effective and subsequent grants can stipulate new projects, not completion of projects commenced. Our application attached sets out the detailed information.

This project is endorsed by your Section 355 committee, the Yerong Creek Recreation Ground Committee. The proponent would be the cricket club with a project manager working closely with Council. The project is also endorsed by Cricket Albury Wodonga. These endorsements are attached. The benefits of the proposal go beyond cricket, as described in our application.

I very much appreciate the Council's consideration on this matter. If you require any further information please don't hesitate to ask.

Yours Faithfully



Todd Hannam  
President  
7/4/2021



**YERONG CREEK RECREATION GROUND – CRICKET OVAL**

**PROPOSAL TO INSTALL A WATERING SYSTEM, TOP-DRESS & SEED**

**APPLICATION TO LOCKHART SHIRE COUNCIL FOR FUNDING**

Yerong Creek recreation Ground was created in 1929 primarily for cricket. The cricket captain Bill Lavis cut 15 acres off his farm and transferred it to the crown. Since that time this recreation ground has seen many improvements and now has many impressive attributes. The recreation ground, including the bowling club, hall, tennis courts and camping ground, is the social and cultural hub of the Yerong Creek community. And central to all these features is the cricket ground.

The cricket ground boasts a turf wicket which is undoubtedly the best between Wagga Wagga and Albury. This turf wicket is a substantial asset which is due to the dedicated efforts of the cricket club members. However, the oval itself is not impressive. The oval needs to be substantially improved to match the standard of the adjoining facilities and also to be consistent with other grounds in the district.

We are seeking funding to install irrigation and top-dress and grass the ground. The estimated cost for this work is \$119,000. This project is ready to go and could be completed by 31 December 2021. Our club has existing funds of \$16,000 which can be put to the project.

This project is endorsed by your Section 355 committee, the Yerong Creek Recreation Ground Committee. The proponent would be the cricket club with a project manager working closely with Council. The project is also endorsed by Cricket Albury Wodonga.

The proposal is to construct two steel tanks drawing a trickle feed of town water, a pump and pop-up irrigation to allow watering of the oval during the cricket season. The oval would be skimmed of existing weeds, levelled, aerated by coring, then, in accordance with soil tests, have sand, nutrients and gypsum applied as required. It would then be planted with a drought tolerant couch grass to minimise water use and ensure the best possible playing surface.

Fortunately the ground has a fall of approximately one metre and few bumps and hollows, so that changing the grade of the ground for drainage is unnecessary.

The ground is already used for junior rep games. The proposal is designed to accommodate additional representative games and finals for both senior and junior cricketers.

Fixing the outfield of the Yerong Creek cricket oval is not just to benefit the local club with it's home games every second weekend. In the current season there were junior representative games played here. And Yerong Creek already has two cricket pitches and in March 2021 there were games on both ovals at once, with all four teams from other clubs. Charity matches are also played on the main ground. These additional games bring players and their supporters to Yerong Creek. And these visitors do spend money in Yerong Creek. Often \$500 to \$1,000 per match. This benefits the whole community. So by upgrading the facility, and attracting more club, representative and charity matches, the whole community benefits.



**Background.**

In 2017 the Yerong Creek Recreation Committee investigated three alternate water sources and the irrigation needs for the cricket oval. This included correspondence with Lockhart Shire Council regarding re-use of treated sewerage effluent. This option was considered unsuitable, only capable of partly meeting water needs and came at a high cost with additional treatment necessary. A comprehensive study was done regarding catching surface water with an earth dam. However, unlike Osborne, a dam adjacent to the cricket ground would rarely fill and would not yield water in the great majority of years. There is no history of successful bores adjacent to the ground, and no known aquifer, just deep clay. The cost of drilling test bores is unwarranted due to the low probability of a bore yielding suitable water.

**Water Use.**

The design will be based on the best water use efficiency measures affordable. A drought tolerant couch grass is proposed. The watering will be programmed for night-time and will follow guidelines optimising penetration depth to avoid superficial watering and shallow roots.

A number of methods were used to estimate water use in an average season, and also in a drought year when rainfall was effectively zero. The season is deemed to be October to March inclusive. It is estimated that the water required to irrigate the oval in an average year would be 3,100 kl, costing approximately \$4,500 at Riverina Water's current price. It is proposed that the cricket club could work to a rolling budget of approximately 3,100 kl per season, able to carry over a volume of water from a wet year such as 2020/21 so as to use more water in a dry season.

Note that local cricket is not always played on the full oval and cones are used to set the boundaries. Cricket Australia have minimum requirements for various levels of competition. For open age local matches the minimum is 50m radius, being 7,860 square metres. For open age regional matches the minimum is 65m radius, being 13,270 square metres. The design of the irrigation system will be to cover 14,000 square metres, being most of the existing oval. However it will incorporate sectors which allow adjustments to the area watered. This will be consistent with the standards required for representative matches.

So with a known water budget, the ground can be watered taking into account the dryness of the season, the size of the area being watered, and how green we want the grass.

**Not Just Cricket.**

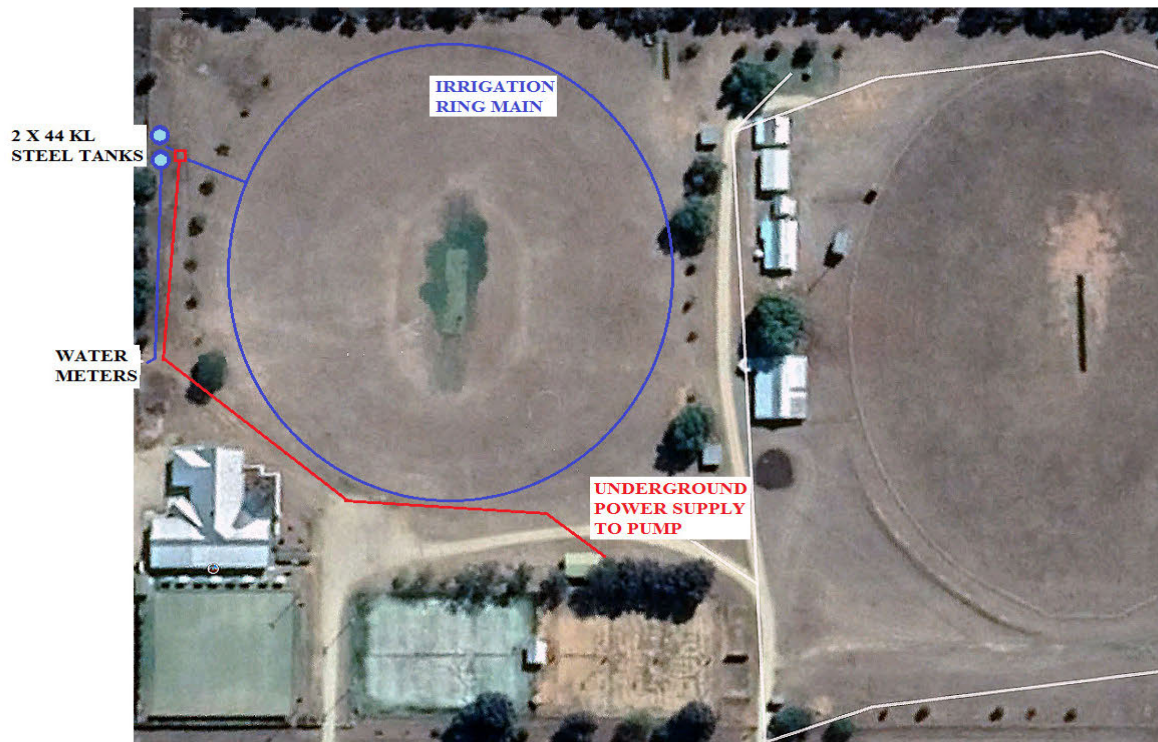
In recent years the cricket ground has been used for the annual Bernie O'Connor Netball and Football Carnival between district primary schools. It has also been the venue for major dog shows. The facility has potential for much more.

Visitors to this facility can take advantage of an attractive outdoor environment, shady trees, an impressive deck with shade and seating, a children's playground and a club that is open every day with meals available on weekends.

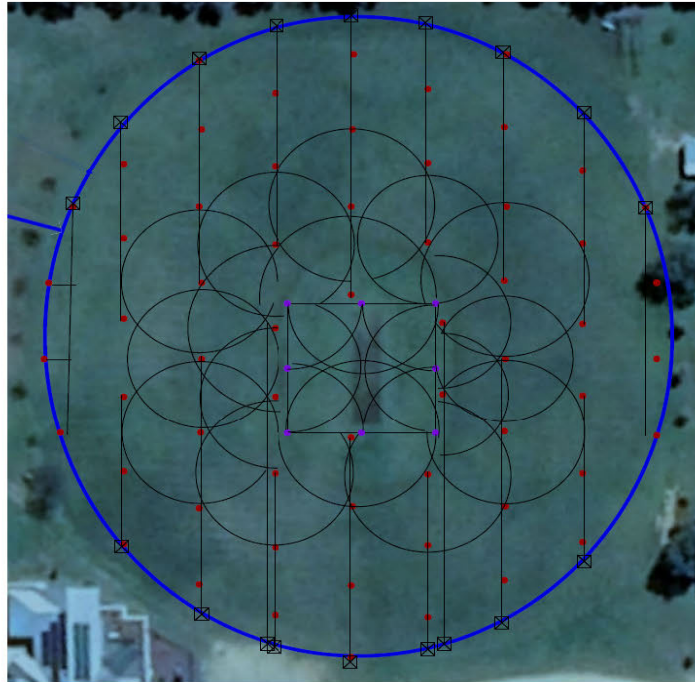
Visitor to Yerong Creek regularly camp ( a Recreation Ground Committee facility), then walk across the cricket ground, buy refreshments at the bowling club and sit on the deck (a Hall Committee facility). Any visitor with children can take advantage of the playground and the wide open space, the cricket ground. And if there happens to be a cricket match, they can enjoy the best spectator facilities in the district. The picture below tells the story.



**One of the best spectator facilities for cricket in the district.**



**A schematic diagram of the proposed works.**



**A Preliminary design of the irrigation system for estimate purposes.**

**Cost Estimate.**

A summary of the detailed cost estimate is set out below.  
These costs are based on preliminary estimates provided by industry service providers.

Estimates exclude GST and a few items using voluntary work.

The estimate is set out in phases to accommodate various funding options.  
The estimated cost of the proposal is \$119,000

Phase I – Water Supply.	\$26,000
Phase 2 – Travelling Irrigation. (not required if full project realised)	\$10,000
Phase 3 – Pop-up Irrigation system.	\$71,000
Phase 3 – Core, level, top-dress and grass.	\$21,700

Total (excluding Phase 2) **\$119,000** (exc. GST)

**Funding.**

We are seeking full funding now, to complete the water supply, pop-up irrigation system, top-dressing and seeding, to the value of \$119,000 excluding GST.

The sources of funds we seek are set out below.

TRYC Cricket Club.	Available now.	\$16,000
Local Roads and Community Infrastructure – Phase 2 grants. From the Council Minutes October 2020 there is a residual unallocated.		\$36,000
Cricket NSW The 2020/21 ACIF Round 2. Applications close 18 April 2021.		\$30,000
Sub Total		\$82,000
Funding from Lockhart Shire Council. We request a commitment that funds be allocated in the 2021/22 budget to complete the project.		\$25,000
If Cricket NSW agree that the proposal is multi-faceted and provides a regional benefit, a request for an additional \$6,000 may be granted.		\$6,000
Funds from minor grants and fund-raisers by TRYCCC.		\$6,000
	<b>TOTAL</b>	<b>\$119,000</b>

If these funds are realised, the full proposal can be completed with these key dates.

- Water supply and other aspects completed by December 2021 to value \$36,000 to meet LRCI grant conditions.
- Final step, planting couch grass, carried out in Spring 2021.

If funds are not available for the whole project, phases 1 and 2 can be completed by December 2021, to the value of \$36,000, and including travelling irrigation to gain some immediate benefit. This is not the optimum or desired outcome. It is also labour intensive.

**Benefits.**

In summary the benefits of upgrading the Yerong Creek cricket ground and installing a watering system include the following.

- Standards. A ground that matches the standard of the pitch, and matches the standard of other cricket grounds in the competition.
- Safety. The new surface will replace the irregular dry tufts of grass. The ball will bounce true.
- More players. We will attract more games and more players. This includes juniors and seniors of all genders.
- Facility. The improved ground will also be a more valued amenity for other functions, such as the school netball and dog shows held there.
- Aesthetics. The ground is the central theme for all the surrounding facilities at the recreation ground. In our hot dry climate a green swathe, a village green, is an attraction. A paddock of dead grass not so. This ground is central to the community hub of Yerong Creek.

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**Three Attachments.** *Cost Estimate and Support letters from Recreation Committee and Cricket Albury Wodonga.*

**Attachment 1.**

**Cost Estimate.**

**Phase I – Water Supply.**

Set out, dial-before-dig, etc. \$1,000  
Pressure pipe from water meters to tanks, laid. (32mm pvc. 70m. @ \$4/m.) \$1,000  
Trench and backfill (volunt.) \$0  
Tank site bedding. (20m<sup>3</sup> blue metal) \$2,000  
Tanks delivered and installed. (2 x 44 kl) Colourbond steel. \$16,000  
Pump/motor set. Single phase, 3.2 kW, \$2,000  
Extend power supply (4 kW) from tennis shed to tanks. 220m underground. \$2,000  
Electrical installation. (volunt.) \$0  
Sundries. \$2,000  
**Sub-Total \$26,000**

**Phase 2 – Travelling Irrigator.**

Trav. Irrig. controller and related plumbing at tanks. \$2,000  
Delivery pipe to plug-in. (80mm pvc. 60m @ \$15/m) \$1,000  
Travelling Irrigation equip.(including extra hose to 130m) \$5,000  
Sundries. \$2,000  
**Sub-Total \$10,000**

**Phase 3 – Pop-up Irrigation system.**

Design. \$1,000  
Irrigation parts. \$32,700  
Installation of irrigation \$31,400  
Controller \$3,000  
Sundries \$3,000  
**Sub-Total \$71,000**

**Phase 4 – Core, level, top-dress and grass.**

Soil tests	\$90	
Skim surface to remove existing vegetation, and trim. Grader.		\$1,000
Stockpile and remove surface material (300 m <sup>3</sup> ) loader and tipper (volunt.).		\$0
Coring and aeration. (approx. 15mm dia x 150mm deep, with Agrivator).		
\$0.17 / m <sup>2</sup> x 15,000		\$2,550
Float to YCk 2 x \$400		\$800
Top dress. (sand, gypsum, starter fertilizer, dynamic lifter)		
Spreader \$800/ha/day 2 days		\$1,600
Loader \$800/day x 2 days		\$1,600
Float to YCk 2 x \$400		\$800
Sand (Eunony fine sand) to 6mm, 150m <sup>3</sup> x 1.4 t/m <sup>3</sup> , \$44/t		\$5,500
Starter Fertilizer		\$1,500
Gypsum		\$1,000
Dynamic lifter		\$1,500
Seed (Bermuda Couch) at 10 grams / m <sup>2</sup> . 150 kg @ \$40/kg		\$6,000
<b>Sub-Total</b>	<b>\$23,850</b>	
<b>Sub-Total Excluding GST</b>	<b>\$21,700</b>	

**Total (excluding Phase 2) \$119,000**

Total (including Phase 2) \$129,000

Note. Phase 2 is not required if the project receives full funding.

Yerong Creek Recreation Ground Committee  
K. Driscoll  
Secretary  
31 Plunkett St.  
Yerong Creek NSW 2642

Mr P. Veneris  
General Manager  
Lockhart Shire Council  
P O Box 21  
Lockhart NSW 2656

Dear Peter

Yerong Creek Recreation Ground – Cricket Oval

I write to support the application by The Rock Yerong Creek Cricket Club for funds to upgrade the cricket ground at Yerong Creek. This is an important project and we are now working closely with the cricket club to bring this facility up to standard. The existing turf wicket provides an excellent foundation for Yerong Creek to provide a facility with regional significance.

The project has been well planned and is ready to go subject to funding. The goods and services required to execute the whole project are readily accessible. We have a good enthusiastic team keen to do the job.

The oval has been, and will continue to be used for various community activities, such as the Bernie O'Connor Netball and Football Carnival and dog shows. This is in addition to regular cricket, finals and junior representative matches. Improving the playing surface will provide many benefits including making it safer for all participants. The improvements will also give scope for additional use of the facility, including more rep. matches.

The adjacent football oval now has a synthetic cricket pitch and improved facilities. This will complement the upgraded cricket oval as a satellite for various competitions and finals.

The Recreation Ground Committee recognise that the irrigation of the cricket oval will require some ongoing management and a water budget. We will provide that ongoing support in conjunction with the cricket club and Council.

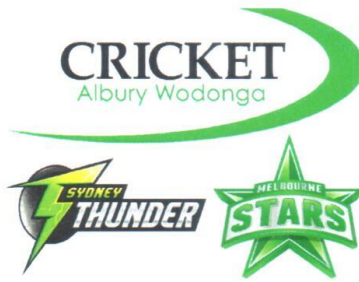
I thank the Council for its valued and ongoing support for the Yerong Creek Recreation Ground and ask that this project be given the special attention that it deserves.

Yours Faithfully



Kevin Driscoll  
Secretary.

7/4 /2021



PO Box 68  
ALBURY 2640

ABN: 31 876 228 696  
Inc: Y09721-15

Mr. P Veneries  
General Manager  
Lockhart Shire Council  
PO Box 21  
Lockhart NSW 2656

Dear Peter

I am writing to support the application by The Rock Yerong Creek Cricket Club (TRYCCC) for funds to upgrade the cricket ground at Yerong Creek. This is an important project, and we are now working closely with the cricket club through our board member Stephen Bennet, to assist their aim to bring this facility up to Country Cricket Representative Standard. The existing turf wicket provides an excellent foundation for Yerong Creek to provide a facility with regional significance.

The oval has been and will continue to be used for regular home cricket matches, CAW Hume finals as well as CAW and Riverina junior representative matches. Improving the playing surfaces will give scope for additional use of the facility. We would like to see TRYCCC again build a junior team and a second grade team. Good quality and safe facilities are important to achieve this. Also, more representative matches. Cricket Albury Wodonga schedules numerous regional matches and an improved facility at Yerong Creek can only benefit from this.

We are aware that the cricket club, in designing their proposal, have taken into account the guidelines set down by Cricket Australia for both male and female cricketers of all ages. This includes suitable specifications and dimensions for regional representative matches.

Cricket Albury Wodonga will also be seeking funds to support this project as well as endorsing TRYCCC application to Cricket NSW in the current round of ACIF Funding.

Michael Erdeljac  
Chairman  
Cricket Albury Wodonga

## **STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy**

### **3. PROPOSED RENAMING OF THE LOCKHART BOREE CREEK ROAD AND BOREE CREEK KYWONG ROAD TO STURT HIGHWAY, “TIM FISCHER WAY”**

**(GM: 21/3105)**

#### Executive Summary

An update is provided regarding the proposal to rename the Lockhart Boree Creek Road and the Boree Creek Kywong Road to the Sturt Highway, “Tim Fischer Way”.

#### Report

Council at its meeting held on 19 October 2020, and on the recommendation of the Tourism and Economic Development Steering Committee, resolved “...that Council 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”.

It has not been possible to report to an earlier Council meeting as responses have only recently been received from the Federation and Narrandera Councils after reaching out to them to gauge the level of support for the proposal.

Narrandera Shire Council has indicated that it is supportive of the proposal and has invited Lockhart Shire Council to write formally to Narrandera Shire with a view to tabling the matter at a Council meeting and passing a formal resolution.

Federation on the other hand noted that it has already commemorated Tim Fischer with the naming of the Community Park at Boree Creek as the “Tim Fischer Park” and the commissioning of the life size statue within the park. Further, the former Corowa Council named one of the approach bridges to the Federation Bridge in his name. The Council is also mindful of the impact of renaming and readdressing a large number of parcels of land.

Federation Council also advised that should Lockhart Shire Council wish to progress the concept it should write formally to Federation Council in which case the Council will duly consider the matter.

The impact of readdressing properties situated along the roads proposed to be renamed, as highlighted by Federation Council, is an important issue to be considered.

Section 6.7.9 of the NSW Address Policy and User Manual – Principles of Road Naming includes:

#### *“6.7.9 Amending Road Names*

*Road names are intended to be enduring, and the renaming of roads is discouraged unless there are compelling reasons for a change. Issues that can prompt renaming include the redesign of a road, changed traffic flow, mail or service delivery problems, duplication issues and addressing problems. Where there are significant reasons for a change the road naming authority is encouraged to undertake renaming action in conformity with these principles.”*

It is suggested that Council formally write to Federation and Narrandera Councils in the first instance and if support is forthcoming from both Councils, Council then undertake a process of community consultation particularly with respect to the affected property owners.

#### Integrated Planning and Reporting Reference

- B2 Create a thriving tourism economy in Lockhart Shire.
- B2 Improve the image of Lockhart Shire for tourists.
- B2 Support and develop infrastructure for our tourism sector.
- B2 Develop partnerships that support our tourism industry.

#### Legislative Policy and Planning Implications

The Roads Act 1993 (Section 162) designates local councils as the road naming authority for regional and local roads while Section 7 of the Roads Regulation 2018 sets out the process for road naming which includes notifying all relevant parties of the proposal.

A roads authority may not proceed with a proposal to name or rename a road against an objection made by a relevant party except with the approval of the Minister.

For the purposes of Clause 1) (b) above “relevant party” means the following:

- a) Australia Post,



- b) the Registrar-General,
- c) the Surveyor-General,
- d) the chief executive of the Ambulance Service of NSW,
- e) Fire and Rescue NSW,
- f) the NSW Rural Fire Service,
- g) the NSW Police Force,
- h) the NSW State Emergency Service,
- i) the NSW Volunteer Rescue Association,
- j) in relation to a classified road - RMS.

The Geographical Names Act 1966 recognises the importance of unambiguous and official place names. Section 6.7 of the NSW Address Policy and User Manual sets out the principles of road naming which must be adhered to – road naming proposals that do not conform to those principles will be objected to by the relevant parties as listed in Section 7 of the Roads Regulation 2018.

#### Budget and Financial Aspects

If the proposal is successful and approval is received to rename the subject roads “Tim Fischer Way”, a number of road signs will need to be replaced. However, this can be met from Council’s normal operating budget.

#### Attachment

Nil.

**Recommendation:** That Council formally write to Federation and Narrandera Councils regarding the proposal to rename the Lockhart Boree Creek Road and Boree Creek Kywong Road to the Sturt Highway, “Tim Fischer Way” and, if support is forthcoming from both Councils, Council then undertake a process of community consultation particularly with respect to the affected property owners.

## 4. YERONG CREEK WATER TOWER MURAL

(GM: 21/3710)

#### Executive Summary

The feedback received from the most recent community consultation undertaken in relation to the design for the Yerong Creek Water Tower mural was provided to the Selection Panel and the Panel’s recommendation is now presented to Council for consideration.

#### Report

The painting of a high quality, large scale mural on the Yerong Creek Water Tower is one of a number of projects nominated by Council for funding under the Australian Government’s Drought Communities Programme Extension grant.

An Expressions of Interest (EOI) document was prepared in consultation with the Yerong Creek Progress Association for the purpose of inviting proposals from selected artists. Once endorsed by the owner of the Water Tower, Riverina Water, and in accordance with Council’s Procurement Policy, the EOI document was issued to three artists who were invited to submit a design by 28 September 2020 responding to the following four broad themes showing changes over time:

1. Transport (travel to school: foot, horse, train, car etc).
2. Education (life at school: playing marbles in the playground, using different types of technology etc). School colours are blue and white.
3. Sport (action-oriented: cricket, football, tennis, and bowls). Sporting colours are blue and white.
4. Agriculture (sheep, wool, cropping).

Intertwined with these broad themes could include images that capture the district’s long history of Indigenous, Chinese, and Military.

Consistent with previous practice for similar projects, a selection panel was established to review the submissions received, comprising representatives of Lockhart Shire Council, Riverina Water, Yerong Creek Progress Association and Eastern Riverina Arts.

Only two of the three artists who were invited to submit an EOI responded to the brief. An information stand was established at the Yerong Creek Post Office/ Delta Ag in November for the purposes of

consulting the community in relation to the two designs and feedback was also sought from members of Council's Tourism and Economic Development Steering Committee (TEDSC). The feedback obtained from the community and TEDSC members was provided to the Selection Panel when it met on 3 December 2020 to review the designs. The Panel selected the design submitted by HEESCO subject to requesting a number of minor changes so that the design better reflects the project brief. The changes included removing the depiction of a school crossing with a school crossing supervisor and enhancing the military theme in the design, amongst other things. The Panel's recommendation was endorsed by Council at its meeting held on 21 December 2020.

A development application was subsequently lodged based on the endorsed design which triggered a further round of community consultation. A petition with 95 signatures objecting to the design was received by Council along with 28 individual submissions, 14 for the design and 14 against. Council received oral presentations at its meeting held on 15 March 2021 following which the feedback received was conveyed to the Selection Panel for review and consideration.

The Selection Panel has considered the feedback received and the matters raised by submitters and has now recommended that the following changes be made to the design: -

- Remove the five children on technology and replace with AFL goal posts and two children in Yerong Creek football uniform kicking a red AFL football.
- Remove the trees and tractor in the top left-hand corner and replace with a sunset.
- Make the train a little smaller to make more room for the enhanced agricultural scene.
- Add canola and wheat heads, as well as a round hay bale in the top left agricultural scene.
- Children in the middle of the design to be in Yerong Creek school uniform.
- The colours of the military uniform be made lighter or in a light khaki green and emu feathers to be added to the soldier's hat, consistent with the uniform of the light horsemen.
- Add small bowling balls (lawn bowls).
- Add Echidna and possibly a horse racing cup with historical links to the village.

The Panel believes that the above changes respond specifically to issues raised in the submissions and enhance the design whilst keeping faith with the initial theme including colour and style. Each broad theme and image will also be brought to life through stories that will be displayed on interpretation panels connecting back to Yerong Creek's deep history and community pride. A copy of the design incorporating the amendments proposed by the Selection Panel is attached.

If endorsed by Council the development application will be updated to incorporate the latest design. Once the development application is processed and consent is issued the project will be able to proceed. At this stage, the artist is available to commence painting the mural in May. Council has sought a variation to the funding agreement with the grant funding body to extend the project completion date to 30 June 2021. Under the current arrangements the Grant program is due to end on 30 June 2021.

#### Integrated Planning and Reporting Reference

- B2 Improve the image of Lockhart Shire for tourists.
- B2 Develop partnerships that support our tourism industry.
- B2 Support and develop infrastructure for our tourism sector.
- D2 Our built heritage and our public art are enhanced to support our strong town and village identities.

#### Legislative Policy & Planning Implications

A development application has been lodged but is not yet approved. Subject to endorsement by Council the development application will be updated to incorporate the latest design for the mural. Once the development application has been approved the project will be able to proceed.

#### Budget & Financial Aspects

Funding for the Yerong Creek Water Tower mural has been secured under the Drought Communities Programme Extension grant program. Co-funding is not mandatory for any projects nominated for funding under the Drought Communities Programme Extension however applicants must ensure they have adequate funds to meet the costs of any ineligible expenditure associated with the project.

Attachments

Design of the Yerong Creek Water Tower mural incorporating the amendments proposed by the Selection Panel.

**Recommendation:** That Council endorse the Selection Panel's recommendation for the design of the Yerong Creek Water Tower mural incorporating the amendments proposed in response to the feedback received from the community consultation.

**Item 4: Attachment – Design, Yerong Creek Water Tower Mural, with Amendments**



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## **STRATEGIC DIRECTION C: An Environment that is Respected and Protected**

### **5. PROJECT ENERGY CONNECT**

(GM: 21/3895)

#### Executive Summary

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

#### Report

Council will be aware from previous reports that the area of interest and proposed route for the 330 kilovolt above ground transmission line between Robertstown in South Australia and Wagga Wagga in NSW passes through a number of local government areas including Lockhart Shire.

Mr Mitchell Hume, Community Engagement Lead for Project EnergyConnect addressed Council at its September 2020 meeting. Council has raised concerns regarding the close proximity of the proposed route to Lockhart and the town's Large Lot Residential Zone and future growth area.

Mr Hume has now provided a further update in relation to the project and particularly in respect to changes made to the proposed route in response to the concerns raised by Council, as follows.

#### **Corridor Refinement**

Since June 2020 TransGrid has been working with landholders in the area to gather feedback and input across a broad study area as part of its route refinement process.

This process gives consideration to community feedback, local land use, environmental and ecological values as well as requirements for building and operating new transmission lines.

Considering the abovementioned factors, TransGrid has reduced the initial area of investigation to a corridor between 200m and 500m in the Lockhart Shire Local Government Area as shown on the attached map.

TransGrid is informing all landholders within the initial corridor of the reduced area of investigation and will continue to work with landholders within the revised area to eventually identify a final 80m-wide easement. This will include the commencement of activity related to easement acquisition, including land valuations and negotiations for the purposes of compensation.

TransGrid has noted Council's particular concerns about the proximity of new infrastructure to the residential areas in the south of the township. This feedback influenced the corridor refinement process in the following ways: -

- TransGrid recognised Council's concerns about the possibility of a direct "co-location" next to the existing transmission line south of the township, which would directly impact land zoned RU5 for large lot residential development, as well as creating a visual impact for residents around Day Street and Barton Street.
- The refined corridor provides for approximately 1.6km of clearance between any residential zoned land and the nominal centreline of the corridor.
- The refined corridor seeks to make use of existing property boundaries and does not implicate any landholders who have not already been involved in consultation.

A map showing the corridor in relation to the town's zoning is also attached.

#### **Environmental Impact Statement**

Having identified this corridor, TransGrid is also continuing activity associated with the preparation of an Environmental Impact Statement (EIS) for the section of the project between Wagga Wagga and Buronga.

This may include activity such as ecological surveys, work related to noise or visual impact assessments, or inspections of road conditions. These activities will largely be conducted on private land with the landholder's consent however should there be work involving Council assets (e.g. road corridors) TransGrid will work with the relevant Council staff.

TransGrid expects the EIS for the section of the project in the Lockhart area to be on public exhibition no earlier than the first quarter of 2022.

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.

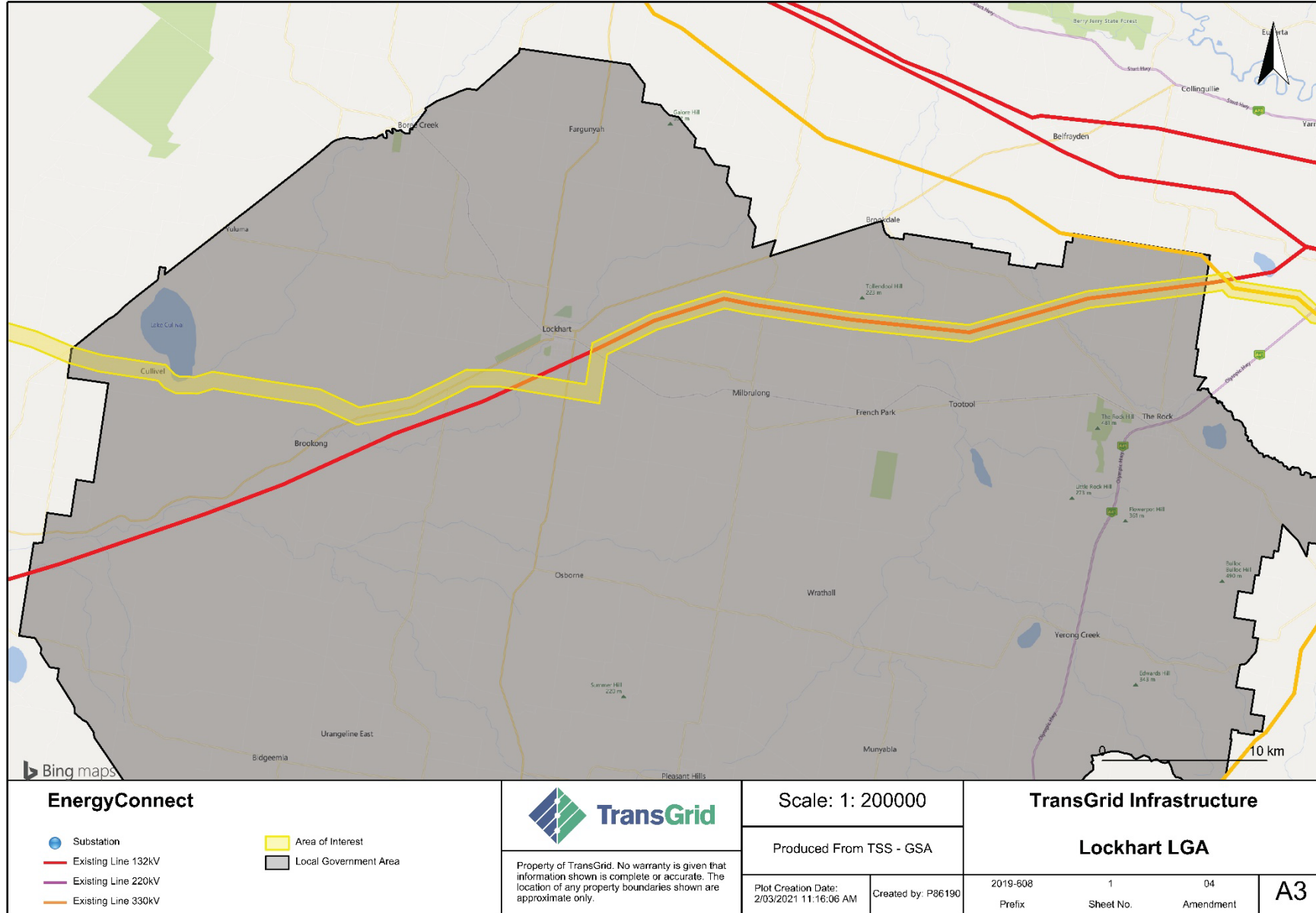
Attachments

1. Map - Refined Area of Interest
2. Map - Refined Area of Interest and Zoning

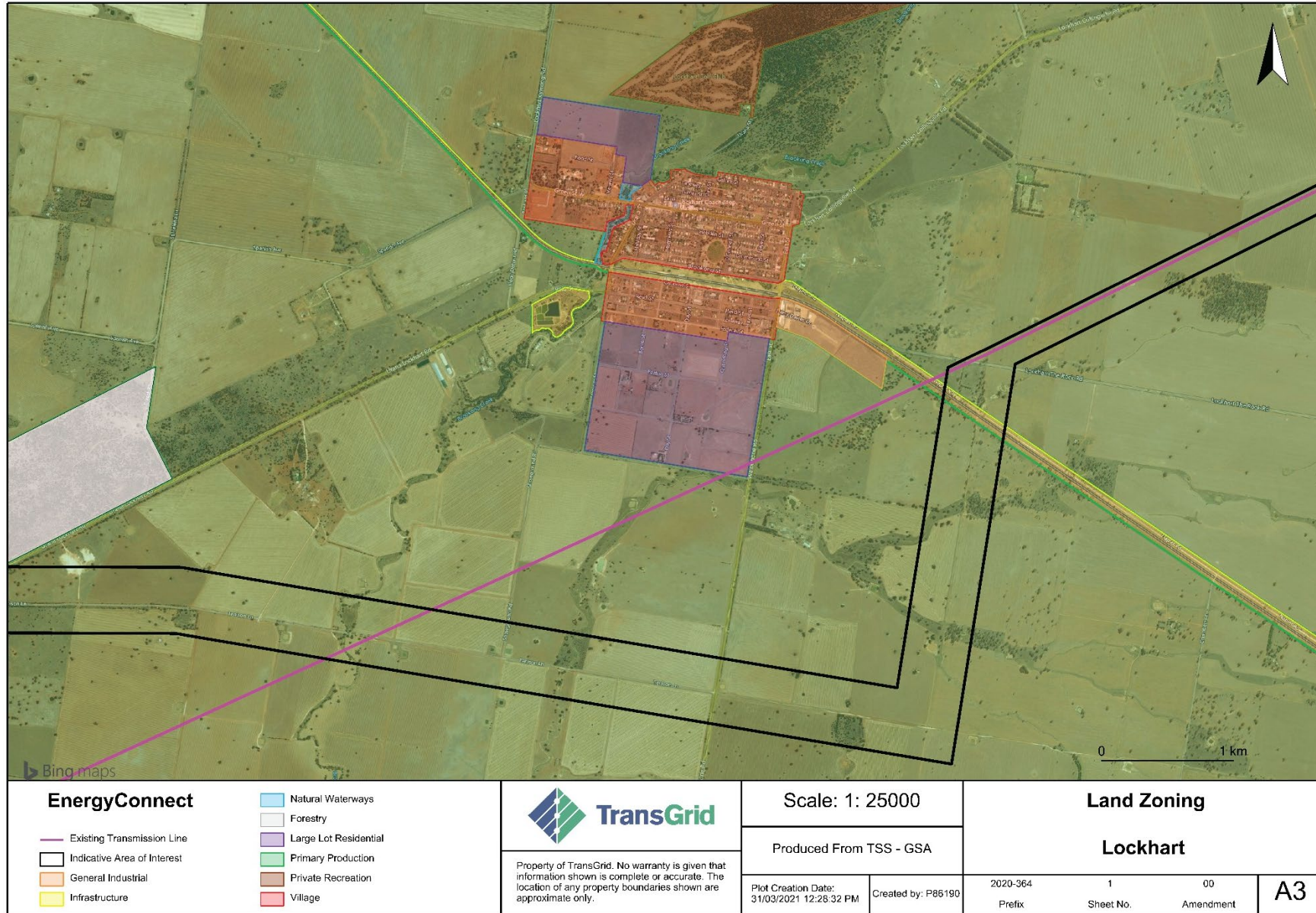
**Recommendation:** That the information be noted.

[Next Report](#)

Item 5: Attachment 1 – Map, Redefined Area of Interest



Item 5: Attachment 2 – Map, Redefined Area of Interest and Zoning



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

### **6. ENGINEERING AND ENVIRONMENTAL SERVICES REPORT**

(DEES: 21/3912)

#### Executive Summary

Monthly report on engineering and environmental services matters.

#### Background Information

a) **Works:**

*Urana Lockhart Road (MR 59):* Shoulder widening works are completed.

*Albury Road:* Culvert extension and road reconstruction works are 95% completed. Line marking scheduled for late April.

*Western Road (R2R):* Sealing of 1 km of Western Road is completed.

*Urana Lockhart Road and Lockhart Kywong Road Intersection:* Project completed.

*Wattles Road/Tinamba Lane:* Culverts are installed, and stabilisation works are completed.

*Grading and minor gravelling of unsealed roads:* Commenced 2020-21 programme. Recently completed maintenance grading on Poverty Lane, Wallandoon Access Road, Tootool Mittagong Road, Bankvale Road, Jim Willis North Road, Wrathal School Lane and Geddes Lane.

*Lockhart Caravan Park:* Installation of the water lines for the fire hydrant and hose reels is scheduled to commence in May 2021 subject to weather conditions. Due to the extensive nature of the works, it is proposed to close the caravan park from May to June.

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

b) **Major Projects:**

*Flood Mitigation Construction-The Rock:* Excel Gray Bruni has been appointed to undertake the flood mitigation works at The Rock, being the drainage works along Nicholas, Yerong and Urana Streets. Construction is scheduled to commence early July 2021 subject to weather conditions.

c) **Road Safety:**

Council's Road Safety Officer undertook the following:

- Determining suitable locations for disabled parking bay at the Lockhart Pool (LTC item)
- Discussion with The Rock Post Office regarding loading zone (LTC item)
- Meeting with Yerong Creek Primary School regarding safe pedestrian crossing on MR78
- Liaising with TfNSW regarding the above requests
- Preparing 2021/22 projects with TfNSW
- Attended two-day road user workshop March 16 and 17
- Finalising 2020/21 projects.

d) **Traffic Committee:**

Nil

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

The last meeting of the Lockhart LEMC was held on Friday 12 February 2021. The next LEMC meeting is scheduled for Friday 11 June 2021.

f) **Fleet:**

All vehicle and plant replacement in accordance with the adopted 2020-21 budget are completed.

g) **Biosecurity and Environment:**

*Property Inspections*

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



The weeds most found were Asparagus weeds (*Asparagus* sp.), Privet (*Ligustrum* sp.), Bridal creeper (*Asparagus asparagoides*), Horehound (*Marrubium vulgare*), African boxthorn (*Lycium ferocissimum*), Bathurst burr (*Xanthium spinosum*), Galvanised burr (*Sclerolaena birchii*), Johnson grass (*Sorghum halepense*), and Sweet briar (*Rosa rubiginosa*).

No. 1 <sup>st</sup> Inspections	No. Re-inspections required	No. 2 <sup>nd</sup> Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No. 3 <sup>rd</sup> Inspections	No. 4 <sup>th</sup> Inspections
11	4	0	0	0	0	0

#### *Control Program*

Priority has been given to the control of Feathertop Rhodes grass (*Chloris virgata*), Silverleaf nightshade (*Solanum elaeagnifolium*), and Bathurst burrs (*Xanthium spinosum*) on roadside reserves.

#### *drumMuster*

The number of drums inspected at both the Lockhart collection event and The Rock collection event were considerably lower compared to previous events. The March drumMUSTER collection event occurred at Lockhart on Tuesday, 16 March. During this event 2,186 drums were inspected, raising \$673.29 for St. Joseph's School. The Rock collection event occurred on Thursday, 18 March. During this event 188 drums were inspected, raising \$52.64 for The Rock Men's Shed. drumMUSTER collection events have been tentatively scheduled for Tuesday, 14 September 2021 for Lockhart and Thursday, 16 September 2021 for The Rock.

#### *Autumn Fox Baiting Program*

Autumn fox baiting commenced on 3 March with bait distribution occurring on Galore Hill Scenic Reserve and Kincaids Reserve. Very few baits were taken at both sites. Correspondence with neighbouring property owners to Galore Hill Scenic Reserve confirmed that they also experienced low numbers of bait uptake. This may be because of the massive number of mice that are available as a food source to foxes, enabling them to satisfy their dietary needs without having to forage far and consequently, not being attracted to the baits. Most of the baits disintegrated from precipitation. These were collected and disposed of appropriately.

#### h) **Parks and Gardens:**

##### *Lockhart Lawn Cemetery, Rose Garden*

The Rose Garden at the Lockhart Lawn Cemetery was looking a little tired and needed some attention. The single standard rose in the garden has been joined by a few friends to enable it to live up to its name 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 has been removed and transplanted at Walter Day Park. The dianthus has been replaced with the mini agapanthus removed from the lawn cemetery rose garden.

The northern planter boxes have been dug out to prepare them for the installation of wicking beds, comprising of stone and pipe work to direct and store water underneath the soil for the plants to draw on as required. One of these boxes has since been hit by a vehicle and needs repairs. The three remaining boxes will be prepared for planting before ANZAC day.

##### *Swimming Pools*

Both pools are now closed until next season, maintenance of the pools and grounds will revert to the Parks crews.

Despite the reasonably cool, wet summer, COVID and the opening of Narrandera's refurbished Lake Talbot facility the attendance figures for both pools have still been quite high. Lockhart recorded 9,111 patrons, down compared to the previous two years but well above the pre renovation average. The Rock has surprisingly set a record attendance figure this year with 12,590 patrons passing through the gates. This figure is approximately 1,500 higher than last year which was The Rock's first post renovation season and is over 5,000 higher than the pre renovation average.

Quotes have been sought 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 at The Rock pool. The quotes will be considered for next financial year's budget.

#### *Lockhart Water Tower*

Materials are being sourced to start the landscaping project around the base of the tower after Easter. The project will include gravel paths around the base of the tower, garden edging and the installation of a picnic bench.

#### *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 autumn program has begun at Pleasant Hills, Munderwaddery Cemetery and Osborne Recreation Ground. Fortnightly mowing and edging will be scheduled for most irrigated areas during the growth season.

#### *Trees*

Suckers on the trunks of peppercorns in Lockhart are being trimmed. Annual street tree pruning has commenced and will continue throughout the cooler months. 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 rest of the blocks will be scheduled once construction is complete.

The trial planting of 10 *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. Watering of established street trees has been drastically reduced after the recent rain event and cooler temperatures.

- i) **Development Applications:** The following development applications were approved, with conditions, from 1 March 2021 to 31 March 2021.

DA No	Development	Applicant	Site of Development
DA34/21	Demolition of existing buildings, construction of warehouse, office, shade sale structure & materials bunkers & installation of signage	Riverina Water County Council	36 Urana St, The Rock
DA35/21	New Colorbond detached shed		24 Carson Rd, The Rock
DA41/21	Steel shed		23 Cole St, The Rock
DA42/21	Demolition of dwelling		51 Urana St, The Rock
DA43/21	Demolition of dwelling		63 Urana St, The Rock
DA46/21	New single dwelling with attached garage		1 Cape St, The Rock

#### 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.

**7. REQUEST TO UPGRADE OSBORNE PLEASANT HILLS ROAD**

**(DEES: 21/3913)**

Executive Summary

The owner of 183 Osborne Pleasant Hills Road requested that a section of the road be upgraded to mitigate deterioration resulting from water flows and the effects of dust from the unsealed road.

Report

Lockhart Shire Council received correspondence from the owner of 183 Osborne Pleasant Hills Road advising that due to increased traffic and water damage the road has deteriorated and needs repair. The issue of adverse effects of dust from the unsealed road was also raised.



Options:

1. Do nothing and continue maintenance of Osborne Pleasant Hills Road in accordance with Council's annual road maintenance program. The 2020-21 road maintenance program includes grading of Osborne Pleasant Hills Road in June 2021 subject to weather conditions. No further maintenance activities are planned for Osborne Pleasant Hills Road in the 2020-21 financial year.

2. Resheeting a 400m section of Osborne Pleasant Hills Road (approximately 1.3km from the intersection of Osborne Yerong Creek Road and Osborne Pleasant Hills Road). This should mitigate the dust issue to some extent. However, this will require periodic maintenance to ensure the gravel layer remains consistent to reduce dust from traffic. Resheeting of the proposed section of Osborne Pleasant Hills Road is currently not included in Council's 2020/21 budget.
3. Sealing a 400m section of Osborne Pleasant Hills Road (approximately 1.3km from the intersection of Osborne Yerong Creek Road and Osborne Pleasant Hills Road). This would be the most effective solution to reduce dust created by passing traffic. There is no provision within Council's 2020-21 budget or long-term road program to seal this section of Osborne Pleasant Hills Road. However, financial assistance could be available under Council's Dust Suppression Policy 2.30 (first adopted by Council in June 2006 and more recently reaffirmed in August 2020). The policy applies to requests received by Council, concerning occupied residential dwellings situated within 100m of an unsealed gravel road of which Council is the authority. The residential dwelling is situated 80m from the unsealed road. The purpose of the policy is to provide relief and assistance to residents suffering the adverse effects of dust from unsealed roads. All such requests must be received in writing and shall include a firm commitment by the proponent to meet at least half the cost of the requested works.

The owner of 183 Osborne Pleasant Hills Road advised verbally on Friday 9 April that they are willing to contribute half of the cost of sealing a 400m section of the road in front of their property. Council's Director Engineering and Environmental Services assessed the funding merit of the application in accordance with the criteria set out in the Dust Suppression Policy 2.30. The application satisfies the criteria in Council's Dust Suppression Policy 2.30.

#### Integrated Planning and Reporting Reference

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

#### Legislative Policy and Planning Implications

There are no legislative implications.

#### Budget and Financial Aspects

Option 1: No additional cost to Council.

Option 2: The cost to resheet a 400m section of Osborne Pleasant Hills Road is estimated to be \$6,200.

Option 3: The cost to seal a 400m section of Osborne Pleasant Hills Road is estimated to be \$18,600. Council's contribution would be \$9,300.

#### Attachments

Nil.

**Recommendation:** That Council includes \$18,600 in its 2021-22 budget for the sealing of a 400m section of Osborne Yerong Creek Road subject to receiving a contribution of \$9,300 from the owner of 183 Osborne Yerong Creek Road.

## STRATEGIC DIRECTION E: Strong Leadership and Governance

### 8. INVESTMENT AND BANK BALANCES REPORT – 31 MARCH 2021

(DCCS: 21/4013)

#### 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

<b>Opening Combined Cashbook Balance</b>			522,576.01
Add: Total Receipts			
	Rates	198,086.93	
	Debtors	21,639.37	
	Miscellaneous	91,810.78	
	Interest	5,234.23	
	DEFT Download Transfer	400,000.00	
	Redemption of Investments	1,900,000.00	
	BAS Refund January	61,854.00	
	Settlement 5 Prichard Place	16,917.68	
	LRCI	325,363.00	
	Sustainability Grant	14,850.00	
	Transport NSW - Repair & TRLSS	100,840.00	
	Roads to Recovery	527,515.00	
	Traineeship Grant	2,500.00	
	Drought Communities Programme	400,000.00	
			4,066,610.99
Less: Total Payments			3,283,418.94
	New Investments		500,000.00
<b>Closing Combined Cashbook Balance</b>			<b><u>1,305,768.06</u></b>
<b>Closing Bank Statement Balance</b>	Bendigo Bank	1,192,247.63	
	Macquarie Bank	87,806.36	
	Bendigo Bank-Prichard Trust	31,646.55	
			1,311,700.54
Add: Outstanding Deposits			2,559.88
			1,314,260.42
Less: Outstanding Cheques			8,492.36
<b>Closing Combined Cashbook Balance</b>			<b><u>1,305,768.06</u></b>
<b>Investments:</b>	<b>Interest Rate per Annum</b>	<b>Amount Invested</b>	<b>% of Total</b>
Bendgio	0.20	50,000.00	0.87
Bendgio	0.20	500,000.00	8.70
Bendgio	0.25	500,000.00	8.70
Bendgio	0.40	500,000.00	8.70
Bendgio	0.15	400,000.00	6.96
Bendgio	0.20	50,000.00	0.87
BOQ	0.35	500,000.00	8.70
CBT	0.25	500,000.00	8.70
CBT	0.23	250,000.00	4.35
CBT	0.41	500,000.00	8.70
NAB	0.40	500,000.00	8.70
NAB	0.30	500,000.00	8.70
NAB 231101546	0.30	500,000.00	8.70
T Corp	at call	500,000.00	8.70
		<u>5,750,000.00</u>	
General (PTD)	1490-3000-0000		-1,040,781.45
Combined Sewerage	8490-3000-0000		2,314,902.96
Trust Fund	9991-3000-0000		31,646.55
		<b><u>1,305,768.06</u></b>	<b><u>1,305,768.06</u></b>
<b>TOTAL FUNDS HELD ARE:</b>		<b><u>7,055,768.06</u></b>	

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 March 2021, the average end of month balance of funds invested has been \$6.550 million and the average return on invested funds has been 0.58%. 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 **31 March 2021** Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

**9. POLICY 1.26 NAMING OF ROADS, BRIDGES, PUBLIC PLACES AND BUILDINGS**

**(GM: 21/3013)**

Executive Summary

Draft Policy 1.26 relating to the naming of roads, bridges, public places and buildings is tabled for Council's consideration and adoption together with submissions received following public exhibition of the document.

Report

At the Council meeting held on 21 December 2020 a question was raised regarding the process for naming buildings on recreation grounds and it was proposed that a policy be developed regarding the naming of public places.

Accordingly, Draft Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings was developed and presented to the Council meeting held on 15 February 2021 for consideration. At that meeting Council endorsed the Draft Policy for the purposes of public exhibition.

A total of two submissions have been received copies of which are attached. The submissions relate to that section of the Policy that states that the use of names of individuals not yet deceased will not be supported. This issue was also the subject of debate at the 15 February 2021 Council meeting.

The Policy was drafted in this way to ensure consistency with the Geographical Names Board (GNB) Policy on Place Naming (July 2019). Section 7 of the GNB Policy deals with commemorative names i.e., names that commemorate a person, event or place. According to the GNB Policy community service and exceptional accomplishments are typical grounds for this recognition. The GNB Policy goes on to state that:

*"The person commemorated should have contributed significantly to the area around the geographic feature or locality. When such a name is applied, it shall be given posthumously, at least one year after the decease of the person."*

*Names of living persons are by their nature subject to partisan perception and changes in community judgement and acceptance. Commemorative names shall not be used to commemorate victims of, or mark the location of, accidents or tragedies. Ownership of land is not in itself grounds for the application of an owner's name. Names of persons holding public office shall not be used."*

In justifying this policy position the GNB Policy states that:

*"Using the name of a living person is unacceptable (nationally and internationally) as it may lead to favouritism and/or inappropriate naming. There are examples where people commemorated have later proven to be of poor character or otherwise thought to be unworthy".*

Council's draft Policy endeavours to be all encompassing insofar as it deals with the naming of roads, bridges, places and buildings. Where there is an opportunity to incorporate more flexibility if Council seeks it is in relation to Council owned buildings and buildings on reserves.

This is because facilities within an officially assigned reserve, such as a pavilion, grandstand, buildings etc. may be named according to the GNB Policy, but do not require the formal approval of the GNB. This means that personal names, including those of persons still living, may be used for built features as they are not covered by the Geographical Names Act 1966. However, the GNB must be notified of such names to ensure the name, position and origin is recorded in the Spatial Services' Digital Topographic Database and the name shown on maps, where relevant.

Council therefore has two options as follows:

1. Adopt draft Policy 1.26 as publicly exhibited which will apply the principles of the GNB Policy on Place Naming uniformly and consistently in relation to all features in the Shire.
2. Make an exception in relation to Council owned buildings and buildings on assigned reserves which do not require GNB approval. This could be achieved by amending Section 13 of the draft Policy to read as follows:

*"13. The following names will not be supported:*

- a) Names of individuals currently holding public office.*
- b) Names of individuals not yet deceased (unless they relate to a Council-owned building or building on an assigned reserve).*
- c) Names that are unduly long, complex, difficult to spell or pronounce.*
- d) Names that could be construed to be derogatory or offensive.*
- e) Names that are incongruous, out of place, or of a commercial nature."*

Option 2 above is supported because it will not compel Council to use the name of a living person in preference to a deceased person, or vice versa. It will simply give Council the option even if it is only in those cases where the GNB does not have jurisdiction.

The draft Policy incorporating the amendment described above is attached. The draft Policy has also been modified to more clearly outline the requirement of the Roads Regulation in relation the naming of roads.

#### Integrated Planning and Reporting Reference

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

#### 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

- Draft Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings.
- Submissions received in response to the public exhibition of Draft Policy 1.26.

**Recommendation:** That Council adopt Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings, as publicly exhibited, subject to amending section 13 of the Policy to read as follows:

“13. The following names will not be supported:

- a) Names of individuals currently holding public office.
- b) Names of individuals not yet deceased (unless they relate to a Council-owned building or building on an assigned reserve).
- c) Names that are unduly long, complex, difficult to spell or pronounce.
- d) Names that could be construed to be derogatory or offensive.
- e) Names that are incongruous, out of place, or of a commercial nature.”

[Next Report](#)



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**Item 9: Attachment 1 – Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings**

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**1.26 NAMING OF ROADS, BRIDGES, PUBLIC PLACES AND BUILDINGS**

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POLICY TITLE: NAMING OF ROADS, BRIDGES, PUBLIC PLACES AND BUILDINGS

FILE REF: SC235

EXPIRY DATE: APRIL 2024

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OBJECTIVE

1. This policy provides direction for Council and the community on the principles and protocols guiding the naming of roads, bridges, parks, reserves and other public spaces as well as buildings in the Lockhart Shire Local Government Area.
2. The policy also aims to ensure that the naming of roads, bridges, parks, reserves and other public spaces as well as buildings within the Lockhart Shire are uniform with relevant legislation and the guidelines of the Geographical Names Board (NSW) where applicable.
3. At the same time, the policy seeks to:
  - a) Promote the ongoing recognition of Council's rich and diverse history through its naming procedures.
  - b) Outline the process for the naming of public assets and public spaces within the Shire that, preserves the Shire's identity & heritage.
  - c) Provide an opportunity for Council and all community stakeholders to have input to the naming of the Shire's public assets and public spaces.

LEGISLATIVE CONTEXT

4. The Geographical Names Board (GNB) has the statutory power to assign names to places – refer section 5 Geographical Names Act 1966 (the Act).
5. For the purposes of the Act "place" means any geographical or topographical feature or any area, district, division, locality, region, city, town, village, settlement or railway station or any other place within the territories and waters of the State of New South Wales but does not include any road, any area (within the meaning of the Local Government Act 1993), area of operations of a county council or a joint organisation area (within the meaning of that Act), any electoral district under the Electoral Act 2017, any school or any place or place within a class of places to which the provisions of this Act do not apply by virtue of the regulations.
6. The GNB does not have specific statutory responsibility for formally naming infrastructure (other than Railway Stations and Post Offices), schools, private estate names or building names.
7. The GNB does not name bridges. The naming of bridges and other structures on roads does not have a formal legislative basis. However, the same procedures for road naming applies to bridges and other road infrastructure:
8. Local councils initiate the naming of bridges on local, regional and state roads (other than freeways). Roads and Maritime Services (RMS) to approve these proposals. RMS will approve a naming proposal for a bridge or structure provided that:
  - a) The name has wide community support.
  - b) An Aboriginal name has the support of local Aboriginal groups.
  - c) Consideration has been given to National and State commemorative initiatives involving the naming of new of key road infrastructure.
  - d) The name is consistent with GNB place name criteria.
  - e) The design of the name plaque accords with RMS requirements.
9. Section 162 of the Roads Act 1993 designates local councils as the road naming authority for regional and local roads while Section 7 of the Roads Regulation 2018 sets out the process for road naming which includes notifying all relevant parties of the proposal.

A roads authority may not proceed with a proposal to name or rename a road against an objection made by a relevant party except with the approval of the Minister.

*Lockhart Shire Council  
Ordinary Meeting – 19 April 2021*

For the purposes of Clause 1) (b) above "relevant party" means the following:

- a) Australia Post,
- b) the Registrar-General,
- c) the Surveyor-General,
- d) the chief executive of the Ambulance Service of NSW,
- e) Fire and Rescue NSW,
- f) the NSW Rural Fire Service,
- g) the NSW Police Force,
- h) the NSW State Emergency Service,
- i) the NSW Volunteer Rescue Association,
- j) in relation to a classified road--RMS.

SCOPE

10. This Policy is intended only to relate to assets owned by or entrusted to, Lockhart Shire Council, including assets for which Council has delegated care, control and management to a committee established pursuant to section 355 of the Local Government Act. Public Assets include:
  - a) Reserves, parks and public open space owned by Council or for which Council is the Crown Land Manager.
  - b) Buildings and facilities owned by Council or situated on reserves, parks and public open spaces.
  - c) Roads, streets, Bridges, culverts and other road features.

GENERAL PRINCIPLES

11. All applications to name or re-name roads, bridges, parks, reserves and other public spaces as well as buildings in the Lockhart Shire will be considered on their individual merits and having regard to the following general principles:
  - a) Names embracing the Shire's heritage and community should be used.
  - b) The proposed name should reflect the character, landscape, flora or fauna, or function of the site to be named.
  - c) The level of community support for the proposed name.
  - d) The chosen name should not duplicate existing names within the Shire and be easy to read, spell and pronounce.
  - e) Personal names may be used to commemorate persons (deceased) who have made a significant contribution to the community, or an event or occasion significant to the community or who were pioneers of the area.
  - f) The person being honoured by the naming should be of proven character and have either had a direct long-term association with the area or have made a significant contribution to the area.
12. Where a name is to be used posthumously, consent will be gained from the surviving partner or immediate family members.
13. Where an Aboriginal name is proposed, consent will be obtained from the relevant Aboriginal communities.
14. The following names will not be supported:
  - a) Names of individuals currently holding public office.
  - b) Names of individuals not yet deceased (unless they relate to a Council-owned building or building on an assigned reserve).
  - c) Names that are unduly long, complex, difficult to spell or pronounce.
  - d) Names that could be construed to be derogatory or offensive.
  - e) Names that are incongruous, out of place, or of a commercial nature.

PROCEDURE FOR CONSIDERING NAMING PROPOSALS

15. All naming proposals shall include:
  - a) A map showing the location of the Public Asset.
  - b) The proposed name.
  - c) Evidence that the proposal is either in accordance with, or contrary to (i.e. seeking an exemption) this policy.

- d) The reason for the choice of name.
  - e) For personal names, the biographical details, including dates of birth and death (if relevant), length and years of service or association, and evidence that the next of kin or family have been consulted.
  - f) Evidence of community support (this does not alleviate the need to publicly advertise the proposal as outline below).
  - g) Where an Aboriginal name is proposed, evidence that the relevant Aboriginal communities have been consulted.
  - h) Where the applicant is a user body of a reserve or facility being managed by a committee established pursuant to section 355 of the Local Government Act, evidence that the section 355 committee has been consulted.
  - i) Where the applicant is a committee established pursuant to section 355 of the Local Government Act, or a user body of a reserve or facility being managed by a section 355 committee, details of any signage being considered for the proposed name.
16. Council staff will prepare a report for Council to consider, including all the supporting information outlined above. The Council report shall provide a recommendation that upholds this policy.
17. If Council support the proposal the Council will resolve to advertise the proposal for a period of 28 days during which submissions will be accepted.
18. In the case of a naming proposal for a road written notice will be given to all property owners along the road.
19. Council will consider the feedback it receives at the end of the advertising period and formally resolve a position on the naming proposal.
20. If the naming proposal is supported by Council and it relates to a “place” within the meaning of the Act, or to a local road or bridge, Council will submit an application with the proposed name change to the GNB or RMS respectively as required, and:
- a) If the proposal is rejected by the GNB/ RMS, Council will provide a letter to the original applicant explaining the reasons for the rejection of the application.
  - b) Should the GNB require modification(s) to the proposal, Council will consult with relevant bodies where necessary and re-submit the application to the GNB/ RMS.
  - c) Where the proposed name change is accepted by the GNB/RMS, Council will advise the applicant accordingly.

#### SIGNAGE

21. Where a naming proposal is accepted in relation to a reserve, park, public open space, building, road, street, bridge, culvert or other asset directly managed and maintained by Council, the Council will create and install new signage and also ensure all relevant maps and locality guides are updated.
22. Where a naming proposal submitted by a committee established pursuant to section 355 of the Local Government Act, or a user body of a reserve or facility being managed by a section 355 committee, is accepted in relation to a reserve, park or other facility that is managed and maintained by a section 355 Committee of Council, the Committee or the user body will be responsible for creating and installing new signage with Council’s consent.

*Adopted by Council 19 April 2021  
Refer minute xx/21*

**Item 9: Attachment 2 – Submission 1 Received on Draft Policy 1.26**

*Submission – Cr I Marston, received by email on 12 March 2021 (Record No. 21/3349)*

**Subject: LSC Business Paper 15 Feb 21 Item 10 Policy 1.26 Policy Development and Review - Naming of Roads, Bridges, Public Places and Buildings**

LSC Mayor, GM and Councillors,

In reference to the above policy tabled at council on 15 Feb 21 I would like to put in a submission to alter the wording of Para 13(b) which states

Para13 The following names will not be supported - b) Names of individuals not yet deceased

to read

*b) names of individuals not yet deceased except for built features owned by Council or on Council managed reserves*

The wording is to be clear and concise so as to avoid confusion for future councillors and officials.

The reason for this submission is that the majority of people who dedicate a good part of their life to a project go unrewarded and are not recognised in their life time. Being in public service for a majority of my life I have observed individuals receive lifetime recognition in the form of medals or citations for just doing their job. Volunteers on any community committee donate their time and effort outside of their paid job with little or no recognition. Recognising a volunteer who is alive by naming an asset after them is equivalent to receiving an OAM.

It is human nature to want to be recognised for something you have achieved.

I believe this will also encourage the future generations to become volunteers as they could get recognition for their achievements without having to be dead (according to the LSC policy.)

Sincerely

Cr Ian Marston

**Item 9: Attachment 2 – Submission 2 Received on Draft Policy 1.26**

*Submission – Mr L Driscoll, received by email on 30 March 2021 (Record No. 21/3557)*

30<sup>th</sup> March 2021

Mr. Peter Veneris  
Lockhart Shire General Manager  
65 Green Street,  
Lockhart, NSW 2656

REFERENCE:

*“DRAFT POLICY 1.26 NAMING OF ROADS, BRIDGES,  
PUBLIC PLACES AND BUILDINGS POLICY TITLE: NAMING OF ROADS, BRIDGES, PUBLIC  
PLACES AND BUILDINGS FILE REF: SC235 EXPIRY DATE: FEBRUARY 2024”*

Dear Peter,

I think this is bad policy and I will explain why.

Most naming's are where someone has done something for the community as a volunteer, represented their town, NSW or Australia.

Volunteers are the lifeblood of our community coming from all walks of life feely giving their time and labour.

As for volunteers they seek no reward, but the community respect them for what they have done and by naming areas in the Lockhart Shire shows everyone what good people we have in our Shire.

We do this while they are alive so we can show our gratitude to them and their families. And what a great honour.

At The Rock the Avenue of Honour was name after our soldiers standing up for Australia during war.

The tennis courts named after Reg Goldsmith who was in the Davis Cup squad.

Knightly Homes after Mr Knight who collect bottles to raise money for the elderly to live in small units.

At Yerong Creek the Stanley Galvin Park named after Mr Galvin who spent many, many hours looking after the park, and his wife the Bar B Q was named in her honour. They were both alive at the time and at one stage Mr Galvin pulled his name off the entrance because Lockhart Shire wouldn't allow him to use enough water to keep the park beautiful, he later put it back when council relented.

At Lockhart Bluey Harper Pavilion at the football ground, I'm sure Bluey was alive to accept this great honour.

At Osborne Ian 'Bugsy' Howard and Gary 'GT' O'Connell Pavilion. And they were very pride men accepting this honour.

I'm sure there are a lot more examples around the Shire your Councillors would know.

If this policy was accepted by the Australian Government all AO, OAM and other honours would only be given out when the citizen is dead and buried.

Please don't pass this policy in our Shire so we can still Honour our volunteers and others while they are alive.

Sincerely yours

Leo Driscoll  
16 Brathwaite Lane  
The Rock, NSW, 2655  
[rainele1955@gmail.com](mailto:rainele1955@gmail.com)  
0418 693 577

## 10. POLICY REVIEWS

(GM: 21/3578)

### 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 2.6 Public Arts Policy
- Policy 2.51 Event Management Policy
- Policy 3.2 Telephone Rents and Charges – Staff Residences
- Policy 3.21 Risk Management Policy

With respect to Policy 3.2 Telephone Rents and Charges – Staff Residences, this Policy is considered obsolete and it is recommended that it be deleted. Where necessary designated employees are provided with a mobile phone and arrangements are no longer made with respect to landlines in staff residences where employees are required to be contactable outside normal working hours. No changes are being proposed to the other policies listed above.

### 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 2.6 Public Arts Policy
- Policy 2.51 Event Management Policy
- Policy 3.2 Telephone Rents and Charges – Staff Residences
- Policy 3.21 Risk Management Policy

### **Recommendation:**

1. That the following policies, as presented, be adopted:
  - a) Policy 2.6 Public Arts Policy
  - b) Policy 2.51 Event Management Policy
  - c) Policy 3.21 Risk Management Policy
2. That Policy 3.2 Telephone Rents and Charges – Staff Residences be deleted.

### [Next Report](#)

**Item 10: Attachment 1 – Policy 2.6 Public Arts**

**2.6 Public Arts**

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POLICY TITLE: PUBLIC ARTS

FILE REF: SC67

EXPIRY DATE: APRIL 2024

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OBJECTIVE

This Policy is to provide guidance to members of the community who wish to make art or other items available to Lockhart Shire Council for the purposes of being put on public display on Council land.

POLICY STATEMENT

Council acknowledges the significant efforts of individuals and community groups throughout the Shire who contribute to the arts within the Shire and acknowledges that the art forms provided to Council would be of benefit in attracting additional tourists to the Lockhart Shire Council area as well as provide enjoyment for local residents.

PROCEDURES

1. Those organisations/individuals who wish Council to accept artworks or other items of interest e.g., memorabilia, heritage items etc. to be placed on Council controlled land must make written application to Council indicating the preferred location for the public art to be displayed.
2. If the organisation/individual disagrees with where the public art is to be displayed, the matter be referred to Council for a final decision.
3. Council's staff will consider the requested location for the public art and take into consideration such matters as possible traffic congestion, public liability, safety issues, maintenance, etc. and be authorised to approve the location without reference back to Council.
4. In all cases a written agreement must be prepared and signed by Council and the organisation/individual who wish to make the item available to Council. The agreement must indicate whether the subject item is being loaned to Council for display purposes or gifted to Council.
5. Irrespective of whether the subject item is loaned or gifted to Council, Council will arrange for appropriate insurance cover for the item. Council's insurance policy extends to items in Council's care, control and custody regardless of ownership.

*Adopted by Council 19 April 2021  
Refer minute xx/21*

*Adopted by Council 19 March 2018  
Refer minute 59/18*

*Adopted by Council 19 September 2011  
Refer minute 310/11*

**Item 10: Attachment 2 – Policy 2.51 Event Management**

**2.51 Event Management Policy**

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POLICY TITLE: EVENT MANAGEMENT POLICY

FILE REF: SC67

EXPIRY DATE: APRIL 2024

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OBJECTIVE

The purpose of this Policy is to provide a framework for the way in which Council will assess and determine applications for organised events proposed to take place partly or wholly on public land including roads, footpaths, public reserves and other Council owned or controlled venues.

GENERAL PRINCIPLES

Lockhart Shire Council supports organised events being held in the Shire and acknowledges that such events are a catalyst for economic development, generate business activity, make a contribution to positioning the Shire as a tourist destination and can provide a social, cultural, sporting or other positive experience for its own local residents.

Council also acknowledges that organised events require planning, organisation, publicity, risk management, access to resources that the Council manages and, in some cases regulatory approval, and that a policy framework is required to ensure that all the relevant matters are considered.

POLICY STATEMENT

Event Management Plan

An organised event cannot take place wholly or partly on public land unless the event organiser has submitted an Event Management Plan (EMP) and had it approved by the Director Engineering and Environmental Services.

The EMP must include:

- 1) The dates and times of the event;
- 2) A site plan including details of all venues and locations;
- 3) A traffic management plan including details of any proposed road closures;
- 4) A list of all activities proposed as part of the event;
- 5) Information to the Director Engineering and Environmental Services' satisfaction that suitable arrangements have been made with respect to:
  - a) Toilet facilities;
  - b) Waste management;
  - c) Bus/car parking;
  - d) Temporary accommodation facilities, e.g., camping;
- 6) Evidence that the event organiser has:
  - a) Adequate insurance cover;
  - b) Informed Police, Fire & Rescue, Ambulance Service and the Lockhart Hospital of the event and any road closures;
  - c) Any other approvals required from other agencies, e.g., SafeWork NSW permit for any fireworks.

Depending on the scale of the event the Director Engineering and Environmental Services may approve an Event Management Plan subject to conditions including, but not limited to:



- Any stalls, tables, chairs or other street furniture should be erected so as not to impede or obstruct the general public from traversing along the public footpath. Stalls should be erected so as to leave a minimum width of 2 metres for pedestrians, with stalls to be erected adjacent to the building.
- Business owners to be consulted prior to erecting any stalls outside their premises and ensuring that stalls do not impede access to business premises.

#### Event Scheduling

Scheduling is critical to the success of any event. When assessing an EMP consideration will be given to factors such as avoiding similar events being held in the same area, availability of required Council resources and integration with complimentary activities.

As a general rule, an event will not be approved if it is proposed to be held in the same area and at the same time as another event that has already been approved, unless the organisers of the approved event provide written confirmation that they have no objection.

With respect to event scheduling the following recurring annual events are acknowledged:

- Lockhart Little Athletics Carnival
- Lockhart Picnic Races
- Lockhart Show
- Lockhart Vintage Fest and Truck Show
- Spirit of the Land Festival Lockhart
- The Rock BnS Ball
- The Rock Triathlon
- The Rock Show.

#### Council Contributions and In-kind Support

Due to the economic benefit provided by organised events the Council may provide financial or in-kind support towards organised events.

Any Council contribution towards an organised event must be supported by a Council resolution.

*Adopted by Council 19 April 2021  
Refer minute xx/21*

*Adopted by Council 21 May 2018  
Refer minute 122/18*

**Item 10: Attachment 3 – Policy 3.2 Telephone Rents & Charges – Staff Residences**

**3.2 Telephone Rents & Charges - Staff Residences**

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POLICY TITLE: TELEPHONE RENTS & CHARGES - STAFF RESIDENCES

FILE REF: SC67

EXPIRY DATE: APRIL 2024

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OBJECTIVES

To ensure compliance with the Local Government (State) Award relating to fixed telephone line rental and charges, and to clarify arrangements regarding the costs associated with the use of mobile phones provided by Council for work related purposes.

POLICY STATEMENT

- a) Where Council and the employee agree that a fixed line telephone installed at an employee's residence can be used as a means of communication to or by the employee, and there is no reliable and accessible mobile network telephone coverage at the residence, the Council shall be responsible for the annual rental of such telephone and the cost of any call diversion, answering service and the actual charges made for telephone calls made on Council's behalf.
- b) Where an employee is responsible for a vehicle equipped with a mobile phone or an employee is issued with a mobile phone, that employee will be responsible to account for calls made on Council's behalf and to make payment to the Council for the cost of personal calls or, as the case may be, will be reimbursed the cost of calls made on the Council's behalf.
- c) No international or operator connection overseas call charges will be reimbursed unless adequate detail is provided to verify such charges were incurred on behalf of Council.

*Adopted by Council 19 March 2018  
Refer minute 65/18*

*Adopted by Council 17 August 2009  
Refer minute 283/09*

*Adopted by Council – 18 April 2005  
Refer Minute No. 24574*

*Adopted by Council – 17 July 2000  
Refer Minute No. 22273*

**Item 10: Attachment 4 – Policy 3.21 Risk Management**

**3.21 Risk Management**

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POLICY TITLE: RISK MANAGEMENT

FILE REF: SC67 AND SC228

EXPIRY DATE: APRIL 2024

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INTRODUCTION

This Policy has been formulated having regard to “AS/NZ ISO 31000:2009 Risk management - Principles and guidelines”. The International Standard acknowledges that, whilst it provides generic guidelines, it is not intended to promote uniformity of risk management across organisations and that the design and implementation of risk management frameworks need to take into account, and be tailored to, the varying objectives, functions and operations of specific organisations.

DEFINITIONS

- “Risk” – the effect of uncertainty on objectives.
- “Risk management” – the co-ordinated activities to direct and control an organisation with regard to risk.
- “Event” – the occurrence or change of a particular set of circumstances.
- “Likelihood” – the chance of something happening.
- “Consequence” – the outcome of an event.

RISK MANAGEMENT RATIONALE AND POLICY PRINCIPLES

The Council recognises that while some risks encourage innovation and better performance, uncontrolled risks can lead to adverse exposure or loss, thus preventing the Council from effectively and efficiently meeting its goals. Effective risk management is based on the principle that risk management:

- Creates and protects value
- Is an integral part of organisational processes and decision making
- Addresses uncertainty in a systematic, structured and timely way
- Is based on the best available information
- Is tailored to the needs of the organisation
- Takes human and cultural factors into account
- Is transparent and inclusive
- Is responsive to change
- It facilitates continual improvement of the organisation.

RESPONSIBILITY

The risk management framework to be effective needs to ensure that there is accountability and authority for implementing and maintaining the risk management process. The allocation of roles and responsibilities for the risk management process in the organisation are outlined below:

- Council – endorse the risk management policy, allocate appropriate resources for risk management, review Risk Register and risk assessments prepared by management and determine risk appetite.
- Audit Committee – oversee risk management program and the internal reporting process in particular. Consider internal audit reviews and recommendations.

- General Manager and the Management Executive (Manex) – implement and maintain the risk management framework endorsed by the Council.
- Management and staff – prepare risk assessments as well as the development and implementation of risk mitigation activities.
- Internal Auditor – independent review of risk management framework, individual risk assessments and effectiveness of mitigation measures.

## ORGANISATIONAL CONTEXT

### Existing Strategic Plans and Corporate Objectives

Council's Integrated Planning and Reporting (IP&R) framework comprises its 10-year Community Strategic Plan, four-year Delivery Program, Annual Operational Plan as well as its Resourcing Strategy which includes its Long Term Financial Plan, Workforce Management Plan and Asset Management Plans.

Key actions contained in Council's 2017-2021 Delivery Program and relevant to its risk management framework include:

- *“Continue to enhance sound financial management policies and practices”.*
- *“Continue the development of asset management strategy and plans.*
- *Meet all governance and regulatory requirements in the conduct of Council operations.*
- *Minimise Council's exposure to risk and promote a strong risk management culture within Council.*
- *Ensure appropriate IT systems are in place to support service delivery and accountability requirements.*
- *Maintain and develop a Records Management System that meets the needs of the organisation, the community and legislative requirements.*
- *Attract and retain a quality workforce”.*

### Existing Policies and Procedures

Australian Standard AS 8000-2003 on Good Governance Principles states that *“The governance requirements created by the entity's operations need to be identified, managed and where necessary policies and procedures established”.*

Council maintains a register of adopted policies and procedures to facilitate an effective governance and control environment. A Policy Review Timetable has also been established in order to ensure that policies remain and subject to ongoing review.

The Policy Review Timetable is premised on all being reviewed not later than every three years. However 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 the Council's operating environment, 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.

## RISK ASSESSMENTS

Risk is often characterised by reference to potential events and consequences and expressed in terms of a combination of the consequence of an event and the associated likelihood of occurrence.

Identified risks (potential events) are recorded in a Risk Register.

AS/NZ ISO 31000:2009 does not prescribe criteria for measuring the likelihood and consequences of particular events. Instead the ISO states that the organisation, having regard to its values, objectives and resources, should determine the criteria for measuring the consequences that can occur, how likelihood will be defined and the timeframes of the likelihood and consequence.

For the purposes of the Council's risk management framework these criteria and the resultant risk analysis matrix is outlined in Schedule 1.

## INTERNAL REPORTING, MONITORING AND REVIEW

Internal reporting and oversight of the risk management process will include the following key elements depending on the nature of the risk:

- Reporting and certification to Council and Audit Committee (management);
- Internal audit assurance and conduct of internal audit reviews (Internal Auditor);

- External audit assurance and conduct of performance audits (NSW Auditor-General).

ORGANISATION WIDE REVIEW OF RISK

It is important that periodically an organisation wide review of risk is undertaken to provide assurance that all key risks have been identified. Such a review will assist in identifying emerging risks particular if there are changes to the Council's operating environment.

An organisation wide review should be undertaken at least every three years or whenever Council embarks on the delivery of a new service not previously provided or there is a significant change to the Council's role or operating environment.

*Adopted by Council on 19 April 2021  
Refer Minute No. xx/2021*

*Adopted by Council on 16 April 2018  
Refer Minute No. 100/2018*

*Adopted by Council 17 August 2009  
Refer Minute No. 283/09*

*Adopted by Council – 21 August 2006  
Refer Minute No. 268/06*

**11. REMOTE ATTENDANCE BY COUNCILLORS AT COUNCIL MEETINGS**

**(GM: 21/3036)**

Executive Summary

The Office of Local Government (OLG) has issued a consultation paper titled Remote Attendance by Councillors at Council Meetings, to seek the views of councils and others on proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW

Report

In response to the COVID-19 pandemic the legislative provisions relating to attendance at council meetings were amended to enable councillors to participate in council meetings remotely.

The “prescribed period” for the purposes of section 747A of the Local Government Act 1993 (the Act) during which the requirement for councillors and members of the public to attend meetings is satisfied if the meeting is held in whole or in part remotely using audio visual links, expired on **25 March 2021**.

The OLG has issued a consultation paper, Remote Attendance by Councillors at Council Meetings, to seek the views of councils and others on proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code) to allow councils to permit individual councillors to attend meetings remotely by audio-visual link in certain circumstances. The proposed new provisions will not be mandatory, and councils will be able to choose whether to include them in their adopted codes of meeting practice.

While OLG is consulting on the proposed amendments to the Model Meeting Code, amendments will be made to the Local Government (General) Regulation 2005 (the Regulation) to allow councils to permit individual (but not all) councillors to attend meetings by audio-visual link. The amendments will be temporary and will expire on **31 December 2021**.

OLG advises that under the Regulation amendments, the decision to permit councillors to attend and participate in meetings remotely by audio-visual link will be one that is at each council's discretion. Councils should only give approval for councillors to attend meetings by audio-visual link in exceptional circumstances, for example, because the councillor is prevented from attending the meeting due to illness, disability, carer responsibilities, a natural disaster or because the councillor is away from the local area on council related business.

The Consultation Paper identifies the following three questions for councils to consider:

- 1) Do you support the proposed changes to the Model Meeting Code to allow councillors to attend meetings remotely by audio-visual link?
- 2) Do you have any concerns about the proposed changes? What are your concerns?
- 3) Do you have any suggestions for how the proposed new provisions could be improved?

As the proposed changes are not mandatory but will give each individual council the discretion to include the proposed changes in their respective codes of meeting practice, it is recommended that the proposed changes be supported.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

While OLG is consulting on the proposed amendments to the Model Meeting Code, amendments will be made to the Local Government (General) Regulation 2005 (the Regulation) to allow councils to permit individual (but not all) councillors to attend meetings by audio-visual link. The amendments will be temporary and will expire on **31 December 2021**.

Budget and Financial Aspects

Nil

Attachment

A copy of the consultation paper titled Remote Attendance by Councillors at Council Meetings has been separately distributed to Councillors.

**Recommendation:** That Council support the proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW to allow councils to permit individual councillors to attend meetings remotely by audio-visual link in certain circumstances on the basis that the proposed new provisions will

not be mandatory, and councils will be able to choose whether to include them in their adopted codes of meeting practice.

## 12. LOCAL GOVERNMENT ELECTIONS UPDATE

**(GM: 21/3657)**

### Executive Summary

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

### Report

Further to previous updates provided to Council regarding the forthcoming local government elections, the General Manager participated in a webinar conducted by the NSW Electoral Commission (NSWEC) where the following key points were noted:

### **What's New**

The following new initiatives are anticipated in the local government elections to be held on 4 September 2021.

- The NSWEC is planning for a COVID safe election. This will include a requirement to check-in on arrival at a polling venue (QR code to be scanned), physical distancing and queue management, single use pens, regular cleaning of polling booths etc.
- Use of the Weighted Inclusive Gregory Method for the distribution of preferences where proportional voting is used. Under the previous method of random selection, the election result is not reproduceable. Under the proposed Weighted Inclusive Gregory Method, the same result is produced each time.
- After the next election councils will have the option to fill vacancies by way of a countback election instead of a byelection. To take advantage of this option where the vacancy is filled by a candidate from the previous ordinary election based on a countback, the vacancy will have to occur within 18 months of the previous ordinary election. It will also be necessary for the council to pass a resolution at the first ordinary council meeting following the elections on 4 September 2021 confirming that it wishes to have the option to fill vacancies by way of a countback.
- The Minister has announced that iVote will be available for the first time at the forthcoming local government elections. iVote is an internet and telephone voting platform previously made available in State elections where votes can be cast on a computer, tablet, mobile phone or telephone through the operator assisted service. Not all voters will have access to iVote which will be subject to eligibility criteria e.g., vision impaired voters, silent voters, voters with a disability not able to attend a polling venue in person. Notwithstanding the Minister's announcement, legislation is still required to be passed before iVote can be used at this year's local government elections.

### **Communications Campaign**

- The NSWEC will be undertaking a communications campaign including state-wide newspapers, radio, outdoor advertising, website and social media as follows:
  - Phase 1 (from July 11) "Get Ready to Vote"
  - Phase 2 (from August 1) "Plan Your Vote"
  - Phase 3 (from August 22) "Vote"
- The NSWEC has established a dedicated [2021 Local Government elections event page](#) on its website. The NSWEC will progressively populate the event website with useful information for all participants in the election.
- The NSWEC will also be providing advertising resources to Councils.
- Information on where prospective candidates can seek further information (NSWEC website and 1300 number) as well as information on expenditure and political donations and how candidates are nominated was published in Council's March Newsletter. An election timeline with key dates will be published in the April Newsletter. The Newsletter will continue to be used as a means of disseminating information on the election.

### **Candidate's Webinars**

The NSWEC will be conducting webinars for candidates from April to September 2021.

The webinars will be livestreamed but also recorded and uploaded to the NSWEC website so that they can be viewed at any time.

### 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.

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.

## **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.

- 13. RESIDENTIAL DEVELOPMENT – LOCKHART**
- 14. POTENTIAL PROPERTY ACQUISITION – LOCKHART**