



# **MINUTES**

**of the  
Ordinary Meeting  
held  
15 February 2021**

**Minutes of the Ordinary Monthly Meeting of Lockhart Shire Council held in the Council Chambers,  
Lockhart on Monday, 15 February 2021 commencing at 5.00pm.**

## **PRESENT**

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

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

The meeting opened with a prayer.

## **APOLOGIES**

i) Cr Sharp

<b>1/21</b> <b>RESOLVED</b> on the motion of Crs Verdon and Douglas that the apologies from Cr Sharp be accepted and leave of absence be granted.
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## **LEAVE OF ABSENCE**

Nil.

## **CONFIRMATION OF MINUTES ORDINARY MEETING, 21 DECEMBER 2020**

<b>2/21</b> <b>RESOLVED</b> on the motion of Crs Driscoll and Rockliff that the Minutes of the Ordinary Meeting held on Monday, 21 December 2020 as printed and circulated be taken as read and confirmed.
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## **DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Nil.

## **SUSPENSION OF STANDING ORDERS**

<b>3/21</b> <b>RESOLVED</b> on the motion of Crs Driscoll and Douglas that standing orders be suspended in order to allow Mr Gordon Hinds of Better Energy Technology and Duncan Upton, Project Engineer, to provide an update on the Lockhart Renewable Energy Project.
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Standing Orders were suspended at 5.03pm.

<b>4/21</b> <b>RESOLVED</b> on the motion of Crs Driscoll and Verdon that standing orders resume, the time being 5.40pm.
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CHAIRPERSON

## MAYORAL MINUTE

Nil

## MAYORAL REPORT

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

- |            |  |
|------------|--|
| 19 January | With the Acting General Manager, Craig Fletcher, attended a business lunch with the Deputy Premier, John Barilaro MP, and Wes Fang MLC, in Wagga Wagga.                                    |
| 26 January | Attended the Australia Day Awards ceremony at Yerong Creek with Councillors and the Acting General Manager. Thanks to Sarah Jones and Matt Holt for setting up and organising.             |
| 29 January | Attended a business lunch to discuss plans going forward for the Joint Organisation (RIVJO), with the Chair of RIVJO, Cr Rick Firman; the CEO, Julie Briggs; and Treasurer, Tony Donoghue. |

**5/21 RESOLVED** on the motion of Crs Marston and Day that the Mayoral Report be received.

## URGENT MATTERS

Nil.

## NOTICE OF MOTION

Nil.

## COMMITTEE REPORTS

1. **MINUTES OF THE LOCKHART SHIRE COUNCIL TOURISM AND ECONOMIC DEVELOPMENT STEERING COMMITTEE (TEDSC) MEETING HELD AT 6.00PM ON TUESDAY, 2 FEBRUARY 2021 AT THE ROCK MEMORIAL BOWLING CLUB**

1. **Present**

Councillor Derek Douglas (Chair), Councillor Gail Driscoll, Peter Creek, Michelle Bailey, John Holstein, and Matt Holt (TEDO).

2. **Apologies**

Heather Trevaskis, Fiona Beckett, Myra Jenkyn, Rachel Viski.

**Resolved** on the motion by all Committee members that the apologies be accepted.



CHAIRPERSON

3. **Leave of Absence – NIL**
4. **Declarations of Pecuniary & Non-Pecuniary Interest - NIL**
5. **Confirmation of minutes of the previous meeting**

**Correction:** Fiona Beckett was present at the meeting.

**Resolved** on the motion of Michelle Bailey and John Holstein that the minutes of the meeting held on Tuesday, 1 December 2020, as printed and circulated, be confirmed as a true and correct record of the proceedings of that meeting, noting the above correction.

6. **Update from December 2020 Council Meeting (TEDO)**

- Council resolved to accept the minutes from the December TEDSC meeting.
- Council resolved that Council does not give in principle support for the Tim Fischer Statue until confirmation is received of Mrs Fischer's support for the proposal. (Update at the end of the meeting if time permits)
- Council endorsed the selection panel's preferred design for the Yerong Creek Water Tower mural.
- Council resolved to submit applications under the "Your High Street" grant program for The Rock Avenue of Honour Masterplan and a component of the Lockhart Central Business Area Masterplan being the improvements on the north west corner of Green Street and Urana Street including the extension of the heritage pavers in front of the Greens Gunyah Museum. Both applications are now in.
- Council resolved to give its in principle support to rezone two lots of land from Primary Production and General Industrial to Village.

7. **Actions from previous minutes**

a) **Project list**

**Recommended** by all Committee members that Committee note the project list, with the TEDO to provide an updated list each meeting with minor changes discussed including location, theme, budget (if known).

b) **Recreational Vehicles (RV's) and Caravan Parking in Lockhart CBD**

Lockhart Shire Council adopted the Lockhart Business Centre Master Plan in June 2019. The TEDSC would like Council to start implementing some of these locations below for RV'S and caravan parallel parking listed in the plan, including tree removal (if needed), signage (both on location and direction signage on approaches), and road markings.

**Locations**

**Green Street Civic (Plan 6)**

- Green Street North (Allowing coaches to park in this location)
- Green Street South

**Green Street Retail (Plan 3)**

- Green Street (Opposite the Greens Gunyah Museum)

In addition to the above locations, the TEDSC would like Council to investigate the additional below locations (map below) along with the implementation of an educational program for residents and visitors.

- Urana Street (South of Green Street – opposite the Lockhart Roadhouse).
- Matthews Street (Between Green and Hebden Streets)



CHAIRPERSON

The TEDSC believes this will vastly improve the availability of designated parking for RV'S and caravans in Lockhart and will encourage more visitors to stop, experience what Lockhart has to offer and encourage them to spend money in many of our businesses.



**Recommended** on the motion of Michelle Bailey and John Holstein that the Council investigate and implement the above locations including an education program.

**c) Review of current Tourism and Economic Development**

The TEDO would like to request this review to be held over to the May 2021 meeting due to other ongoing large commitments.

**Recommended** on the motion of Councillor Gail Driscoll and Peter Creek that the Committee approve the above request.

**d) Proposed Committee Charter**

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

**Recommended** on the motion of Michelle Bailey and John Holstein that the Charter to be further investigated and discussed at the March meeting. TEDO to investigate similar committees at other Councils and options within the Local Government Act as to structure.

**e) Accreditation Changes Lockhart Shire Visitor Information Centre**

As advised in the Tourism Economic Development Steering Committee (TEDSC) December 2020 meeting, the Tourism and Economic Development Officer (TEDO) was aware of possible changes to the network's accreditation program in 2021.

Lockhart Shire Council has received more information regarding the changes from The Tourism Group who manages the AVIC Network for Destination NSW. (Attached)

The TEDO has had numerous conversations around the changes with The Tourism Group, Destination Riverina Murray, and other Councils in the Riverina. In which the TEDO has relayed the disappointment of the lack of consultation and communication to small regional communities regarding the changes forced upon them.

Currently, the Lockhart Shire Visitor Information Centre is in the Greens Gunyah Museum and is open 10am to 2pm, seven days (28hrs) and fully operated by the volunteers of the Museum. Under the current arrangement it does not meet the new criteria needed to be a AVIC and therefore needs to become a Visitor Information Outlet (VIO).

The two areas we currently do not meet are:

- Minimum 7 day/42 hours per week
- Minimum one permanent staff member with relevant qualifications

The benefits for Lockhart Shire to become a VIO are that we operate as per usual without paying a fee, no reporting or auditing to/by a state body or contractor. We will continue to use our operational plans, recording of statistics for local purposes only and have destination guides for visitors. Training of volunteers will be sourced locally pending on the training required.

Currently Leeton is the only VIO in the Riverina, Coolamon is changing to VIO and Juneee, Tumbarumba, and Holbrook will be affected and are considering their options.

The changes (if supported) that will need to be made is signage. We will need to replace the italic yellow "i" with a white "i". Destination NSW has assured the TEDO that they will cover the cost of these. This includes a new flag, doormat (as these were just recently purchased), and signs at the Visitor Information Centre, as well as stickers for road signs coming into Lockhart.

**Recommended** on the motion of Councillor Gail Driscoll and Peter Creek that the Council, discontinue the accreditation of the Lockhart Shire Visitor Information Centre as soon as possible, request a refund of existing member fees for the remainder of the 20/21 the financial year and all new signage costs to be covered by The Tourism Group/Destination NSW.

## 8. New Business

### a) Street lighting on Lockhart Main Street and intersections

Item held over to March Meeting.

### b) Milbrulong Water Tower Stage Two (Councillor Douglas)

Councillor Derek Douglas proposed that the TEDSC investigate the possibility of finishing the Milbrulong Water Tower Mural (eastern side of the tower).

**Recommended** on the motion of Peter Creek and John Holstein that Council investigate and scope the painting of the eastern side of the Milbrulong Water Tower.

## 9. Meeting Closed: 8:40pm

## 10. Next meeting: Tuesday 9<sup>th</sup> March 2021 at Pleasant Hills Community Hall at 6pm.

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

**6/21 RESOLVED** on the motion of Crs Douglas and Driscoll that the Minutes of the Tourism and Economic Development Steering Committee be received, and the recommendations therein be adopted.

## DELEGATES' REPORTS

Nil.



CHAIRPERSON

## 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 21 December 2020</b>			
266/20	GM	<b>Stronger Communities Program</b> Express Council's support for the principal of fair distribution of any grant funding.	Response forwarded to Mayor of the Canterbury-Bankstown Council. Complete.
258/20	GM	<b>Parliamentary Committee Inquiry – Inland Rail Project</b> Make a submission to the Legislative Assembly Committee on Investment, Industry and Regional Development inquiry into the Inland Rail project and regional NSW regarding the economic benefits of upgrading the Boree Creek to The Rock branch line.	Submission made to the Legislative Assembly Committee on Investment, Industry and Regional Development inquiry. Complete.
257/20	DEES	<b>Request for In-Principle Support to Rezone Lot 1 and Lot 4 DP194750, The Rock</b> Advise Habitat Planning that Council gives its in-principle support to the rezoning of the land.	Email sent 23/12/2020 to Habitat Planning advising of Council resolution. Complete.
256/20	GM	<b>“Your High Street” Grant Program</b> Submit applications under the “Your High Street” grant program for The Rock Avenue of Honour Masterplan and a component of the Lockhart Central Business Area Masterplan being the improvements on the north west corner of Green Street and Urana Street including the extension of the heritage pavers in front of the Greens Gunyah Museum.	Applications have been submitted. Complete.
255/20	DEES	<b>Voluntary Purchase Scheme</b> 1) Approve \$101,429 in Council's 2020-21 budget as its contribution towards the voluntary purchase of three properties in Lockhart; and 2) Advise the Department of Planning, Industry and Environment that it accepts the funding as per the Funding Agreement.	Department of Planning, Industry and Environment advised that LSC accepts the funding as per the Funding Agreement. Complete.



Minute No:	Officer to Action	Council Resolution	Action Taken
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>Funding Agreement signed and returned to the Department of Planning, Industry and Environment.</p> <p>Complete.</p> <p>Draft 2021/22 Budget to be presented to the May 2021 Council meeting.</p>
<b>Ordinary Council Meeting held 16 November 2020</b>			
211/20		<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>Work schedule and project nomination form has been submitted for the Council nominated projects and awaiting approval.</p> <p>Negotiations have recommenced with GrainCorp regarding the property at 109 Green Street, Lockhart and additional information has been provided to GrainCorp in anticipation of further discussions.</p>





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<b>Minute No:</b>	<b>Officer to Action</b>	<b>Council Resolution</b>	<b>Action Taken</b>
209/20	GM	<p><b>Australia Day 2021</b></p> <p>1. Appoint Milbrulong Recreation Reserve Management Committee as host of the 2021 Australia Day celebrations; and</p> <p>2. Crs Walker, Sharp and Day form the Australian Day Awards Committee for 2021 Awards.</p>	<p>1. After initially expressing an interest, the Milbrulong Recreation Reserve Management Committee has declined the opportunity to host Australia Day. Arrangements now been made with Yerong Creek community to host the event.</p> <p>2. Following discussions between Councillors it was agreed to hold a scaled down event at which the Australia Day Awards were presented to the recipients in the presence of their families.</p> <p>Complete.</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>Data currently being collated and other research being undertaken with a view to preparing a discussion paper to facilitate further discussion and consideration of available options.</p> <p>The matter is also being considered at a regional level by REROC.</p>
205/20	TEDO	<p><b>“Tim Fischer Way”</b></p> <p>Investigate options and harness support from Federation and Narrandera Shire Councils regarding the proposed “Tim Fischer Way” and report to the Council meeting in December 2020.</p>	<p>Contact made with the Federation and Narrandera Shire Councils – awaiting responses.</p>
<b>Ordinary Council Meeting held 21 September 2020</b>			
175/20	TEDO	<p><b>September Minutes of the TEDSC</b></p> <p>i) Follow up lack of fencing at Magnolia Lodge with the General Manager.</p>	<p>Currently being investigated.</p>
174/20		<p>ii) Liaise with Mr Holstein to remedy signage issue at Noskes Chinese Crossing, consistent with current signage practices.</p>	<p>Currently being investigated.</p>
<b>Ordinary Council Meeting held 20 July 2020</b>			
134/20	DEES	<p><b>Light Posts – Green Street, Lockhart</b></p> <p>Arrange for the damaged light posts be replaced, as far as possible, with like-for-like.</p>	<p>Wagga Iron Foundry appointed to manufacture replica lamp posts. Posts are 90% complete. Planter boxes 95% complete.</p>



Minute No:	Officer to Action	Council Resolution	Action Taken
133/20	DEES	<p><b>Naming of Bridges – Brookong Creek and Urana Lockhart Road</b></p> <ol style="list-style-type: none"> <li>1. Propose the bridge on Urana Lockhart Road be named Brookong Creek Bridge.</li> <li>2. Propose the culvert over Brookong Creek in Green Street, Lockhart, be named Greens Gonyah Bridge, Brookong Creek.</li> <li>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.</li> </ol>	<p>Written to TfNSW advising of the proposed bridge and culverts names.</p> <p>Received response from TfNSW requesting further information. Wrote to NSW Aboriginal Land Council re proposed names. DEES also contacted TfNSW liaison officer. Awaiting response.</p>
132/20	DEES	<p><b>Fixing Local Roads Funding Program</b></p> <ol style="list-style-type: none"> <li>a) Notes the \$1,498,500 received under the Fixing Local Roads program to upgrade Wattles Road and Tinamba Lane;</li> <li>b) Submits a grant application under the next round of Fixing Local Roads program for the sealing of Prichard Place, Lockhart; and</li> <li>c) Place notices in the August 2020 Council Newsletter for letters of support for the project.</li> </ol>	<p>Fixing Local Roads program application submitted for Prichard Place.</p> <p>Notices placed in August Council Newsletter for letters of support.</p> <p>Complete.</p>
123/20	GM/DCCS	<p><b>Land/Premises for Community Development, Lockhart and The Rock</b></p> <ol style="list-style-type: none"> <li>(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.</li> <li>(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.”</li> </ol>	<p>Negotiations have recommenced with GrainCorp regarding the property at 109 Green Street Lockhart and additional information has been provided to GrainCorp in anticipation of further discussions.</p>
<b>Ordinary Council Meeting held 20 April 2020</b>			
70/20	GM	<p><b>Review of Operational Land</b></p> <p>Council adopt the following actions in relation to the review of land classified as “operational land”:</p> <p>Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land.</p>	<p>Contact has been made with the adjoining landowner and information provided regarding the Council owned land in anticipation of further discussions.</p> <p>The landowner is liaising with their solicitor.</p>



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Minute No:	Officer to Action	Council Resolution	Action Taken
<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>	Gordon Hinds of Better Energy Technology will be attending the February Council meeting to provide a further update.
<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>	Updates to be provided through the Grant Funded Projects – Quarterly Progress Report separately distributed at the Council meeting.
<b>Ordinary Council Meeting held 16 May 2016</b>			
109/16	DCCS	<p><b>Lockhart Railway Station Building</b></p> <p>Council to:</p> <p>a) Seek to find a suitable use/tenant for the building.</p> <p>b) Begin negotiations with JHR to hand building back, if suitable use/tenant not found within next 6 months.</p>	Refer separate report to Council.  Complete.
<b>Ordinary Council Meeting held 21 December 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	GM	<p><b>Cr Douglas – Complaint, Vehicle Noise</b></p> <p>Complaint received regarding local resident doing “burn-outs”. What is the zoning of the land and is a Development Application required for the concrete pad which has been installed?</p>	<p>Matter has been reported to Police and raised at the Police and Community Consultation Group meeting.</p> <p>Activity does not appear to breach the noise regulations relating to the “Use of motor vehicles on residential premises”.</p> <p>Development consent is not required for the construction of a concrete pad.</p> <p>Complete</p>
	DEES	<p><b>Cr Rockliff – Green Street Bin</b></p> <p>Advised that a garbage bin which was situated on the verandah post outside Lockhart Medical Centre, damaged recently, requires replacing.</p>	Complete.



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Minute No:	Officer to Action	Council Resolution	Action Taken
	GM	<b>Cr Marston – Clarification on Naming of Facilities</b> Advised The Rock Recreation Ground Management Committee is looking to name/rename some facilities at the Ground and asked if there were any guidelines in place.	A draft policy for the naming of public places has been developed and included in the February Council meeting Business Paper for Council's consideration. Complete
	DEES	<b>Cr Driscoll – Land Rezoning</b> Asked that Council consider rezoning the industrial land at The Rock.	Email sent 23/12/2020 to Habitat Planning advising of Council resolution. Complete.
	DEES	<b>Cr Driscoll – Location of Solar Panels</b> Requested an audit of electricity usage at The Rock Recreation Ground to discover the meter with the highest consumption in order to determine best placement of solar panels.	Review of electricity usage completed. Site survey completed. Complete. <i>Report to be provided at next meeting.</i>
	DEES	<b>Cr Day – Lockhart Boree Creek Road</b> Asked if there was any plan to widen this road.	Earmarked for widening once widening of priority roads are completed and subject to funding. Complete.
	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.
	DEES	<b>Cr Verdon – Trees, Avenue of Honour</b> Expressed concern regarding the trees, which appear to be struggling, perhaps due to over-watering.	Semi-deciduous. Throw leaves during summer. Not due to overwatering. Complete.
<b>Ordinary Council Meeting held 16 November 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Douglas – Storage of Materials</b> Drew attention to some culverts and headwalls being stored at the intersection of Osborne Yerong Creek Road and Albury Road. The vegetation, including eucalypt saplings, is growing up around these items and requested that they be moved to a more suitable location.	Programmed for removal early 2021. Complete.
<b>Ordinary Council Meeting held 19 October 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<b>Cr Driscoll – Electronic Scoreboards</b> When is delivery and installation of the scoreboards expected?	Refer Grant Funded Projects – Quarterly Progress Report separately distributed at the Council meeting. Electronic scoreboards for The Rock & Lockhart have been ordered. Details of specifications have been emailed to each Management Committee.



Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 21 September 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Rockliff – Bidgeemia Water Extension</b> 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?	Discussions have been held with Riverina Water. Confirmation of the connection fee to be applied in this case is awaited.
	DEES	<b>Cr Rockliff – Overhanging Branches</b> A resident has requested removal of overhanging branches to allow the proper clearance for stock crates on various Shire roads.	Scheduling a survey of roads.
<b>Ordinary Council Meeting held 17 August 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Schirmer – Laneway between Ferrier and Galore Streets</b> This laneway requires further remediation following works by Riverina Water.	Works scheduled. Complete
	DEES	<b>Cr Marston – Jim Willis North Lane</b> Requested that this road be considered for a maintenance grade.	Included in grading program. Scheduled for later in March. Complete
	DEES	<b>Cr Marston – Signage, Various Roads</b> Willis Lane at the intersection with Jim Willis North Lane requires a street blade and also a No Through Road sign. The Willis Lane/Poverty Lane intersection heading north requires a No Through Road sign.	Signs ordered and delivered. Installation scheduled.
	DEES	<b>Cr Day – Levy Bank, Lockhart Common</b> Asked who was responsible for maintenance and suggested that some repair work may be necessary near the outlet.	Inspected erosion. Works to be carried out after area has dried out sufficiently. Awaiting quote from contractor.
<b>Ordinary Council Meeting held 20 July 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<b>Cr Driscoll – Childcare in the Shire</b> Requested that Council investigate the childcare situation in the Shire and ascertain if there is a need that could be supported by any of The RockOOSH surplus.	Council will contact both schools in Lockhart as a starting point for feedback on demand for before & after school care.
<b>Ordinary Council Meeting held 20 April 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<b>Cr Rockliff – Weeds</b> Advised the “cat heads” and khaki weed infestations around town are causing issues for “gopher” owners, causing tyre punctures.	Considering clearing areas in vicinity of town centre. Scheduled for early 2021 and ongoing throughout growth period as resources are available. Complete



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Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 16 March 2020 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<p><b>Cr Verdon – Emily St</b></p> <p>Notes that any flood mitigation works in this area is unfunded but asked if Council had plans to clean it up, to allow water to flow, especially towards the southern end, near Semmens Rd as residents are concerned.</p>	<p>Clearing works programmed for early 2021.</p> <p>Complete.</p>
<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>
	DEES	<p><b>Cr Douglas – Lockhart and The Rock Swimming Pools</b></p> <p>Commented that the new pools are great facilities for the Shire but he believes the contractor at each pool is being put at risk if working by themselves and he would like Council to consider hiring additional staff for security and safety reasons. Cr Douglas asked if going forward Council could consider amending contractual arrangements to stipulate that two people be present at all times during pool opening hours.</p>	<p>Royal Life Saving Australia assessments completed on 20 and 21 January 2021. Recommendation (8.4) that two qualified staff members be on duty at any time the facility is open. To consider amending contract for next swimming season subject to budget deliberations.</p> <p>Complete.</p>
<b>Ordinary Council Meeting held 15 April 2019 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DEES	<p><b>Cr Driscoll – The Rock Town Entrance Sign</b></p> <p>Advised that The Rock town entrance sign re-instated south of The Rock on the Olympic Hwy is a lot further south than its original position and enquired if it could be relocated back closer to The Rock?</p>	<p>GHSC advised it will be done when they are doing some line marking in the area.</p> <p>To be replaced by new entry signage.</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>



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

<b>Date sent to Councillors</b>	<b>From</b>	<b>Subject</b>	<b>File Ref</b>
1/02/2021	ALGA	Weekly News 22 and 29 January 2021	SC318
5/2/2021	ALGA/LG NSW	Weekly News 5 February 2021	SC318/SC132

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

<b>7/21</b> <b>RESOLVED</b> on the motion of Crs Walker and Douglas that the Status Report and Correspondence Précis be received.
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CHAIRPERSON

## STAFF REPORTS

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

#### 1. OLD LOCKHART RAILWAY STATION BUILDING

(DCCS: 21/1390)

##### Executive Summary

Report is to provide Council with an update on Status Report minute no. 109/16 regarding the old Railway Station building in Lockhart.

##### Report

The report presented to Council in May 2016, detailed Council currently leases the old Railway Station building in Lockhart from John Holland Rail (JHR) on a 25-year lease commencing in 2006. The Railway Station building was unoccupied then and remains unused.

Council, under the terms of the lease are responsible for all maintenance costs as well as a current lease of \$565/year.

At the May 2016 Council meeting, Council resolved to:

- a) seeks to find a suitable use/tenant for the building, and
- b) begins negotiations with JHR to hand the building back if a suitable use/tenant is not found within the next six months.

Council has been unsuccessful in attempting to find a tenant that would use the building on any regular basis. The building is currently hired for the occasional meeting, and the Lockhart Central School have been using it annually for students doing their Higher School Certificate exams.

Council has been in negotiations with 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 to Transport for NSW (TfNSW).

TfNSW indicated that they would prefer that the agreement remains on foot, however they would consider varying the terms to Nil rental in lieu of surrendering the agreement as the asset is believed to have great regional/community benefit.

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.

In developing the scope of works it has been suggested to change the material of some external walls to make them more weather resistant. Council's contracted Heritage Officer has been consulted and the Heritage Officer has provided a report on suggested changes and also external paint colours. Having a completed scope of works will place Council in a position to take advantage of grant opportunities as they arise.

TfNSW has now confirmed its willingness to vary the terms of the lease to a Nil rental and that documents will be prepared and presented to Council for execution in due course. This is considered a good outcome for Council as the alternative of surrendering the lease without TfNSW agreement would require Council to pay out the balance of the lease as well as undertake the necessary repairs to return the building in good condition.

##### 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

Nil.

##### Budget and Financial Aspects

- Nil rental, saving in rental of \$565/year, indexed at 3% per annum.



CHAIRPERSON



- Council pays maintenance costs on the building, which will need substantial repair/up-keep works in the short term.

Attachment

Nil.

**Recommendation:** That Council:

- a) Agree to 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.

**8/21 RESOLVED** on the motion of Crs Driscoll and Marston that Council:

- a) Agree to 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.

**2. THE LOCKHART RECREATION GROUND MANAGEMENT COMMITTEE – REQUEST FOR FINANCIAL ASSISTANCE**

**(A/GM: 21/1395)**

Executive Summary

A request for financial assistance has been received from the Lockhart Recreation Ground Management Committee.

Report

The Lockhart Recreation Ground Management Committee has written to Council seeking financial assistance to enable Stage 3 of the upgrade to the amenities building at the Lockhart Recreation Ground to progress.

As detailed in the attachment to this report, the President of the Lockhart Recreation Ground Management Committee provides that the Lockhart Recreation Ground S355 Management Committee in conjunction with the Lockhart Football Netball Club are putting together a grant application to the Building Better Regions Fund – Infrastructure Projects Stream – Round Five, which provides for grants of \$20,000 to \$10 million and covers 50% or more of eligible project costs. The closing date is 5 March 2021.

The estimated cost for Stage 3 amenities upgrade is \$400,000 (ex GST). The local Lockhart & District Bendigo Community Bank Branch has pledged \$100,000 to Stage 3, specifically, as this is to be the community centre when upgraded.

As the Building Better Regions Fund is a 50/50 grant, the application will be applying for \$200,000 and the Lockhart Recreation Ground Management Committee and Lockhart Football Netball Club need to source the remaining \$200,000.

With the pledge of \$100,000 from the Lockhart & District Bendigo Community Bank Branch, there is another \$100,000 to be sourced to meet the funding criteria of the Building Better Regions Fund. The Lockhart Recreation Ground Management Committee is seeking a \$70,000 interest free loan and approval to use the \$10,000 balance in the Internal Reserve for the Lockhart Recreation Ground.

The Internal Reserve is the balance of the \$20,000 payment from the NBN Co when the NBN tower was constructed at the recreation ground. The \$20,000 payment was put aside in an internal reserve for future development at the Lockhart Recreation Ground.

If the loan and release of reserve funds are approved, together with a commitment of \$20,000 in cash from the Lockhart Recreation Ground Management Committee, this will make up the other \$100,000.

This request is specific to an application to the Building Better Regions Fund – Infrastructure Projects Stream – Round Five.



Stages 1 and 2 of the Lockhart Recreation Ground Amenities building upgrade are being completed with funding under the Stronger Country Communities Fund and the Local Roads and Community Infrastructure grants programs. If the Lockhart Recreation Ground Management Committee's application under the Building Better Regions Fund is successful this will enable completion of Stage 3.

Integrated Planning and Reporting Reference

- A1: Build capacity, capability and partnerships to encourage sustainable community groups and clubs.
- A1: Provide support and advice to community groups, clubs and volunteers.
- A1: Within financial means support and fund section 355 committees to manage and maintain council facilities.
- D1: Strategically plan for our sports and recreation infrastructure, as well as cemeteries.

Legislative Policy & Planning Implications

Council has made interest free loans to section 355 committees managing Council facilities in the past e.g., Osborne Recreation Ground Management Committee and Lockhart and District Historical Society (Greens Gunyah Museum).

Budget & Financial Aspects

Council has sufficient cash funds to enable an interest free loan up to \$70,000, and with record low interest rates the foregone interest for now would be minimal.

Attachments

- 1. Letter from Lockhart Recreation Ground Management Committee.

**Recommendation:** that Council:

- 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.
- b) Approve the release of the \$10,000 balance in the Internal Reserve, Lockhart Recreation Ground.

**9/21 RESOLVED** on the motion of Crs Douglas and Rockliff that Council:

- 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.
- b) Approve the release of the \$10,000 balance in the Internal Reserve, Lockhart Recreation Ground.



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

### **3. PARLIAMENTARY COMMITTEE INQUIRY - INLAND RAIL PROJECT**

(GM: 21/90)

#### Executive Summary

Council has been invited to nominate two representatives for the Community Consultative Committee being established for the Albury to Illabo Inland Rail project.

#### Report

The Department of Planning & Environment has determined that a Community Consultative Committee (CCC) be established for the Albury to Illabo Inland Rail project. Mr Garry West of GWB Consulting and former NSW Government Minister has been appointed as the Independent Chairperson of the CCC.

The purpose of the CCC is to provide a forum for discussion between the proponent (ARTC) and representatives of the community, stakeholder groups and local councils on issues directly relating to the project. The CCC is not a decision making or regulatory body, however it performs an important advisory and consultative role. The CCC will meet quarterly at mutually convenient times.

The CCC will comprise up to seven community representatives as well as representatives from the relevant stakeholder groups, including Wagga Wagga, Junee and Lockhart Councils.

Advertising for community representatives commenced in early January 2021 with nominations closing on 15 January 2021. Council was invited by the Independent Chairperson to nominate two representatives (one elected member and one Council officer) also by the closing date of 15 January 2021.

As there was not an opportunity to report the matter to Council prior to the closing date, and following consultation with the Mayor, the following nominations were submitted to the Independent Chairperson:

#### **Elected Member**

Cr Greg Verdon  
Cr Rodger Schirmer (alternate)

#### **Council Officer**

General Manager  
Director Engineering & Environmental Services (alternate)

#### Integrated Planning and Reporting Reference

B1 – Improve services and infrastructure that supports our rural businesses.

B1 – Lobby to increase the use of rail for agricultural transportation.

#### Legislative Policy & Planning Implications

The Inland Rail project has been declared State Significant Infrastructure.

The establishment of a CCC is a requirement of the Department of Planning & Environment.

#### Budget & Financial Aspects

Nil.

#### Attachments

Nil.

**Recommendation:** That Council ratify the nominations of Cr Greg Verdon and the General Manager, and Cr Rodger Schirmer and the Director Engineering & Environmental Services as their alternates, for the Community Consultative Committee being established for the Albury to Illabo Inland Rail project.

<p><b>10/21 RESOLVED</b> on the motion of Crs Marston and Driscoll that Council ratify the nominations of Cr Greg Verdon and the General Manager, and Cr Rodger Schirmer and the Director Engineering &amp; Environmental Services as their alternates, for the Community Consultative Committee being established for the Albury to Illabo Inland Rail project.</p>
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**STRATEGIC DIRECTION C: An Environment that is Respected and Protected**

Nil.

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

**4. ENGINEERING AND ENVIRONMENTAL SERVICES REPORT**

(DEES: 21/1110)

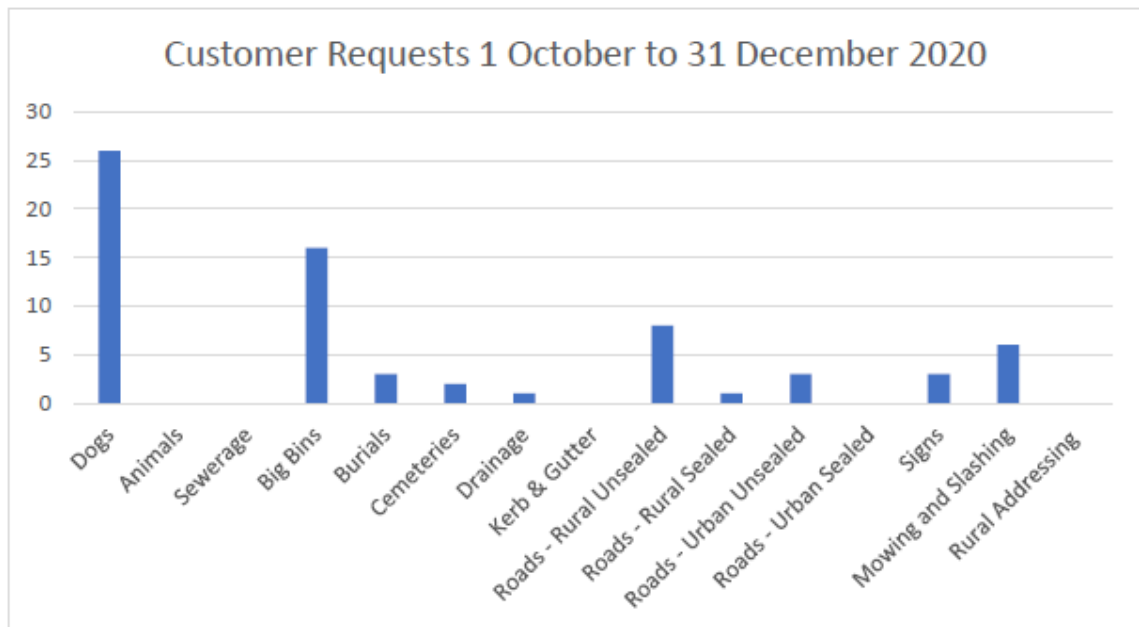
Executive Summary

Monthly report on engineering and environmental services matters.

Background Information

a) **Customer Service:**

The table below shows the customer requests received for the period 1 October to 31 December 2020.



Most of the customer requests are related to dogs, mostly stray dogs. Bin requests were mainly for replacement bins or additional services. Requests for mowing and slashing is lower than expected for this period given the preceding wet season. This could possibly be because of an increased mowing program.

b) **Works:**

The table below shows the status of various projects and works programs:

Urana Lockhart Road (MR 59)	Project is approximately 90% complete. Trim and seal to follow.
Western Road (R2R)	Widening of an additional section up to Pat Gleesons Lane completed.
Wattles Lane	Subgrade completed. Culverts delivered and installation commenced.
Albury Road	Commenced earthworks and drainage works.

Grading of unsealed roads	Council recommenced grading program early this year (after harvest traffic) with Figtree Road recently graded.
Resheeting	Council will recommence resheeting program later this year (after harvest traffic).

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

c) **Major Projects:**

**Flood Mitigation Construction-The Rock:** Council submitted a revised grant application for Stage 2 flood mitigation works at The Rock, being the drainage works along Nicholas, Yerong and Urana Streets. Council was advised on 18 November 2020 that it was successful in obtaining a grant of \$1,901,394 for The Rock West drainage works. Tenders have been advertised and closes on 1 March 2021.

d) **Road Safety:**

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

**Road Safety Facebook:** The Road Safety Officer shared relevant road safety content/material on Lockhart Community Facebook page.

e) **Traffic Committee:**

No new matters were referred to the Traffic Committee during December 2020 and January 2021.

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

The previous LEMC meeting was held on 16 October 2020. The key focus areas included COVID-19 and operational readiness. The next LEMC meeting is scheduled for 12 February 2021. The LEMO participate in Riverina Murray (East) REMO-LEMC COVID-19 video conferences.

g) **Fleet:**

Obtaining quotes and issued tender for plant replacement in accordance with the adopted 2020/21 budget. Currently reviewing and benchmarking Council's plant hire rates.

h) **Biosecurity and Environment:**

**Weeds:** Inspections were carried out on residential and rural properties to then assess the efficiency of applied control methods. The most found weeds were Green cestrum (*Cestrum parqui*), Bridal creeper (*Asparagus asparagoides*), Privet (*Ligustrum sp.*), Horehound (*Marrubium vulgare*), Scotch broom (*Cytisus scoparius subsp. scoparius*), Coolatai grass (*Hyparrhenia hirta*), and Giant reed (*Arundo donax*).

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
0	0	2	0	0	0	0

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

Silverleaf nightshade trials

In the summer 2019/2020, the Silverleaf nightshade plants on Bidgeemia Road and Jones Lane were showing signs of moisture stress at the time of spraying, with the leaves curling and closing.

Council staff initiated a trial, watering plants prior to spraying. This trial has proved to be successful, with a distinct difference between the stretch of road where pre-watering was applied, resulting in only a few plants germinating in this section this year, whereas the un-watered section has significant growth, and the infestation is consistent with the infestation of 2019/2020. By watering the plants, the leaves uncurled and chemical uptake to the roots occurred. Although this



practice would not be applicable to a broad-acre situation which is heavily infested, it will be beneficial in the roadside reserve situation.

Silverleaf nightshade is a difficult weed to control, particularly due to its extensive and interconnecting root system, enhancing the plants competitive ability and persistence. Germination occurs from the roots mostly rather than seeds. Silverleaf nightshade can grow from root fragments as small as 1 cm. All parts of the root system can form shoot buds. If kept damp, root pieces can remain viable in the soil for up to 15 months. As such, cultivation of infested areas should be avoided. Most spraying that occurs kills the plant above ground, while having little effect on the root system.

Another silverleaf nightshade trial was also initiated in the summer of 2019/2020 on the Lockhart Kywong Road. Three new infestations of silverleaf nightshade were discovered along this section of road, ranging from three to fifteen plants at each site. The use of 'Vigilant', an herbicide gel, has been successfully used in Albury City Council (active ingredients: Picloram and Aminopyralid). Herbicide gels remain on the plant for a longer time than sprays, allowing the plant to absorb the chemical slowly and transfer the chemical to the roots, rather than a quick kill of the plant from spray application. Council staff also watered these plants prior to herbicide application, to eliminate moisture stress and promote chemical uptake. Council staff applied Roundup Weedkiller Gel (Glyphosate product), to the leaves of plants, to trial its effectiveness in controlling silverleaf nightshade. Reassessment of these sites this summer has shown that only one plant has germinated at one of the three sites. Whether this plant has germinated from root or seed is unknown. Again, this method of control is not applicable to large infestations yet may prove to be a successful method of controlling small new infestations.

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

i) **Parks and Gardens:**

*Lockhart Cenotaph:* A Lone Pine has kindly been donated to the RSL from an anonymous source and planted by Council on their behalf at the cenotaph grounds in Lockhart. In years to come the Lone Pine should grow to become a feature of the site.

*Green Street Planter Boxes:* There has been mixed success establishing petunia in the planter boxes due to the late season planting and lack of irrigation. An experiment was conducted with the newly built planter boxes on the southern side of Green Street in the form of a wicking bed. The petunia in these boxes were planted later than the ones in the existing boxes on the northern side but have established and performed more successfully. The northern boxes will be dug out and have the same wicking bed installed, comprising of stone and pipe work to direct and store water underneath the soil for the plants to draw on as required, before being replanted. These boxes are hand watered. The wicking beds reduce watering frequency and give the plants water to draw on throughout the day.

*Swimming Pools:* The hot January weather and school holiday swimmers has seen the crowds coming through the gates. The pools are still opening from 6am to 8am for morning lap swimmers and the very popular Swim and Survive lesson have been run in conjunction with Royal Life NSW again this year. COVID-19 safety guidelines are being followed.

Two large old golden cypress trees died and have been removed from the western side of The Rock pool over the last two seasons. The loss of the trees has also resulted in a significant loss of shade. Market umbrellas are being used as a temporary measure while designs and quotes are being sort for a permanent shade structure.

*Parks and Gardens:* Routine garden maintenance is being conducted including regular weeding, spraying, deadheading, and mulching. Regular checks and maintenance of irrigation systems will continue throughout summer. Weed control in urban areas is ongoing.

*Mowing and Slashing:* The summer mowing schedule was completed before Christmas. Some areas have received follow up attention due to unseasonable growth from summer rains. Extreme weather conditions will be considered when scheduling slashing.

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

*Trees:* 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. Regular watering of establishing street trees will continue throughout summer.

j) **Compliance:**

Whereas compliance focused on reducing fuel loads up to the end of December 2020, the focus is currently on untidy blocks.

k) **Development Applications:**

The following development applications were approved, with conditions, from 1 December 2020 to 31 January 2021.

DA No	Development	Applicant	Site of Development
DA28/21	Subdivision of land	Hinchcliffe & Associates	4092 Olympic Hwy, The Rock
DA29/21	Installation of a movable dwelling	D Cartwright	19 Cape Street, Milbrulong
DA30/21	Covered Outdoor area	D Vieira	143 Old Trunk Rd, The Rock
CDC32/21	Swimming pool	T & E Fealy	845 Bidgeemia Rd, Bidgeemia

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.

**11/21 RESOLVED** on the motion of Crs Verdon and Douglas that the information provided in the Engineering & Environmental Services report be noted.

**5. PREPARATION OF PLANS OF MANAGEMENT – CROWN RESERVES FOR WHICH COUNCIL IS THE CROWN LAND MANAGER AND COUNCIL OWNED LAND CLASSIFIED AS 'COMMUNITY'**  
(GM: 20/5216)

Executive Summary

A Draft Plan of Management (PoM) has been prepared for the Crown reserves for which Council is the Crown Land Manager and for the Council owned land that has been classified as 'community' pursuant to the Local Government Act. Council is required to undertake community consultation before formally adopting the PoM.



## Report

Lockhart Shire Council is the Crown Land Manager for a number of crown reserves in the Shire. The Crown Land Management Act imposes a number of obligations on councils that are crown land managers, most notably, the requirement to have a PoM in place for the crown reserves. In addition to this, Council has an obligation pursuant to the Local Government Act to prepare a PoM for land owned by Council which is classified as 'community'.

The NSW Government has provided financial assistance to councils to help them prepare compliant PoMs for the crown reserves. Lockhart Shire Council has received a grant of \$73,880 for this purpose. The PoM must be in place by 30 June 2021.

Expressions of interest were invited from suitably qualified persons to prepare the PoM for both the crown reserves for which Council is the Crown Land Manager, as well as for the Council owned land classified as 'community'. The expressions of interest received were tabled at the Council meeting held on 21 October 2019. At that meeting Council resolved to accept the proposal from the Albury based consultancy firm, Habitat Planning Pty Ltd.

Since that time Habitat Planning Pty Ltd has:

- Revised the initial categorisation of Crown reserves in Lockhart Shire – it is a requirement that approval is obtained from the Crown Lands Office regarding categorisation of the Crown reserves in accordance with the legislation.
- Completed an inventory of all Crown reserves for which Council is the Crown Land Manager and for the Council owned land that has been classified as 'community'.
- Prepared a draft PoM for the Crown reserves and Council owned 'community' land that complies with the legislation and which can now form the basis of community consultation. Community consultation is also a necessary part of the process for preparing a PoM in order for the PoM to comply with the relevant legislation.

Instead of preparing separate PoMs for every Crown reserve for which Council is the Crown Land Manager and for every parcel of Council owned land that has been classified as 'community', a single document has been prepared and structured as follows:

**Group Management** – this section of the document addresses those parcels of public land to be managed within the following five generic categories:

1) Sportsgrounds

- Osborne Recreation Ground
- Pleasant Hills Recreation Ground
- Yerong Creek Bowling Club & Hall
- Yerong Creek Recreation Ground & Showground
- The Rock Showground & Golf Course

2) Parks

- CWA Park, Lockhart
- Site of the Dragon Sculpture, Lockhart
- Walter Day Park, Lockhart
- Wal Alexander Park, Lockhart
- Pastoral Shadows of Brookong, Lockhart
- Burkes Creek Reserve, The Rock
- Coronation Park, The Rock

3) General community use

- Wallandoon Hall & Recreation Reserve, Alma Park
- Bidgeemia Hall
- Bidgeemia Hall addition
- French Park Recreation Reserve





- The Birdcage Reserve, Olympic Highway, near Henty
  - Public Reserve 1 & 2, alongside East Street, Lockhart
  - Voluntary Purchase Scheme (VPS) acquisition, 162 & 164 Green Street, Lockhart
  - Osborne Recreation Ground & adjoining paddock
  - Grubben Reserve, Munyabla
  - Pleasant Hills Public Hall
  - Reserve adjacent to Pleasant Hills Recreation Ground
  - VPS acquisition, 24 Island Bend Lane, The Rock
  - Railway lease, Firth Street, The Rock
  - VPS acquisition, 34 Day Street and 38 Day Street, The Rock
  - Tootool Recreation Ground
  - Ashcroft Cemetery, Tootool
  - Small lot in paddock, Albury Road, Urangeline East
- 4) Natural Area – Bushland
- Galore Hill Reserve, Fargunyah
  - Land adjoining Lockhart Golf Course (including Clem Gooden Oval)
  - Kincaids Reserve, Urangeline East
- 5) Natural Area – Watercourse
- Land at edge of Brookong Creek, Lockhart
  - Land at edge of Brookong Creek adjacent to Lockhart showground
  - Land encompassing Brookong Creek, Lockhart

**Site specific management** – this section of the document addresses those land parcels in Lockhart Shire for which under the Local Government Act, a site-specific PoM is required. A site-specific PoM, as distinct from one that is generic is required for land that contains multiple categories or for other reasons specified in the legislation. Site specific PoMs have been prepared for six parcels of land as follows:

- 1) Lockhart Recreation Ground that has been categorised as Sportsground; Area of Cultural Significance and General Community Use.
- 2) Lockhart Golf Course that has been categorised as Sportsground and Natural Areas – Bushland.
- 3) Lockhart Showground and Racecourse that has been categorised as Sportsground and General Community Use.
- 4) The Rock Showground and Golf Course that has been categorised as Sportsground and General Community Use.
- 5) Stanley Galvin Park in Yerong Creek that has been categorised as Park and Area of Cultural Significance.
- 6) Milbrulong Hall and Recreation Ground that has been categorised as Sportsground and General Community Use.

As stated earlier, Council must undertake community consultation before adopting the draft PoM. It will be noted from the above that the PoM covers both general community parks managed directly by Council as well as reserves managed by section 355 management committees and which have multiple user groups.

Accordingly, as a courtesy to the volunteer-based management committees and user groups it is suggested that, in the first instance, Council write to the management committees and users groups drawing their attention to that part of the PoM relevant to the reserve they manage/use and invite their feedback and input. Following consideration of any feedback received and updating of the draft PoM, the PoM can then be placed on public exhibition providing the broader community with the opportunity to comment.



Integrated Planning and Reporting Reference

- D1 Strategically plan for our sports and recreation infrastructure, as well as cemeteries.
- E1 Meet all governance and regulatory requirements in the conduct of Council operations.

Legislative Policy and Planning Implications

The Crown Land Management Act 2016 came into force on 1 July 2018. Under the legislation councils are required to prepare PoMs for those crown reserves under their control.

Section 36 of the Local Government Act states that a council must prepare a PoM for community land and that the PoM for community land must identify the following:

- a) the category of the land,
- b) the objectives and performance targets of the plan with respect to the land,
- c) the means by which the council proposes to achieve the plan's objectives and performance targets,
- d) the manner in which the council proposes to assess its performance with respect to the plan's objectives and performance targets,

The plans of management must also include a description of:

- a) the condition of the land, and of any buildings or other improvements on the land, as at the date of adoption of the plan of management, and
- b) the use of the land and any such buildings or improvements as at that date, and must:
  - i. specify the purposes for which the land, and any such buildings or improvements, will be permitted to be used, and
  - ii. specify the purposes for which any further development of the land will be permitted, whether under lease or licence or otherwise, and
  - iii. describe the scale and intensity of any such permitted use or development.

Budget and Financial Aspects

Council has received funding in the amount of \$73,880 to assist with the preparation of PoMs for crown reserves for which Council is the Crown Land Manager and will be sufficient to complete the exercise.

Attachments

Draft Lockhart Shire Council Plan of Management for Crown Land managed by Council and Council-owned land classified as 'community' (enclosed separately).

**Recommendation:** That:

- 1) Council endorse the *Draft Lockhart Shire Council Plan of Management for Crown Land managed by Council and Council-owned land classified as 'community'* for the purposes of community consultation.
- 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.
- 3) Following consideration of any feedback received from the management committees and users groups and updating of the draft Plan of Management, the document be placed on public exhibition providing the broader community with the opportunity to comment.

Cr Verdon noted that The Rock Recreation Ground did not appear to be in the list of reserves and asked for this to be clarified.

**12/21 RESOLVED** on the motion of Crs Verdon and Rockliff that:

- 1) Council endorse the *Draft Lockhart Shire Council Plan of Management for Crown Land managed by Council and Council-owned land classified as 'community'* for the purposes of community consultation.



- |   |
|---|
| <ol style="list-style-type: none"><li>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.</li><li>3) Following consideration of any feedback received from the management committees and users groups and updating of the draft Plan of Management, the document be placed on public exhibition providing the broader community with the opportunity to comment.</li></ol> |
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CHAIRPERSON

## STRATEGIC DIRECTION E: Strong Leadership and Governance

### 6. INVESTMENT AND BANK BALANCES REPORT – 31 DECEMBER 2021

(DCCS: 21/1229)

#### Executive Summary

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

#### Report

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

#### Cash at Bank

**Opening Combined Cashbook Balance** 2,944,504.77  
Add: Total Receipts

Rates	142,925.85
Debtors	65,976.56
Miscellaneous	32,516.83
Interest	2,561.74
Redeemed Investment	500,000.00
Traineeship Subsidies	24,633.51
Refund of Library Subsidy	15,698.10
OHS Rebate Incentive	14,166.74
Sale of 222 Green Street	18,940.41
Sale of 226&228 Green Street	34,528.14
Sale of 23 Prichard Place	36,638.58
Riverina WAP 20/21	61,000.50
Museum Advisor Program	11,000.00
Upgrade Urana Lockhart Road	463,958.00
Upgrade Urana Lockhart Road	241,372.00
Australia Day COVID Safe	22,000.00
SCCF2-0334 Milestone 2 Grant	113,850.00

Less: Total Payments		1,801,766.96
		2,164,173.72
	New Investments	1490-3015-0001
		0.00
<b>Closing Combined Cashbook Balance</b>		<b><u>2,582,098.01</u></b>

<b>Closing Bank Statement Balance</b>	Bendigo Bank	874,251.91
	Macquarie Bank	1,675,608.09
	Bendigo Bank-Prichard Trust	31,642.65
		<u>2,581,502.65</u>

Add: Outstanding Deposits 2,660.60

2,584,163.25

Less: Outstanding Cheques 2,065.24

**2,582,098.01**

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP/RIM	0.60	500,000.00	8.13
Bendgio	0.50	50,000.00	0.81
Bendgio	0.45	500,000.00	8.13
Bendgio	0.20	400,000.00	6.50
Bendgio	0.80	500,000.00	8.13
Bendgio	0.80	500,000.00	8.13
Bendgio	0.50	50,000.00	0.81
BOQ	0.70	500,000.00	8.13
CBT	0.63	500,000.00	8.13
CBT	0.64	250,000.00	4.07
CBT	0.41	500,000.00	8.13
NAB	0.45	500,000.00	8.13
NAB 231101546	0.45	500,000.00	8.13
T Corp	at call	900,000.00	14.63
		<b><u>6,150,000.00</u></b>	100.00

FUND		AMOUNT
General (PTD)	1490-3000-0000	269,321.76
Combined Sewerage	8490-3000-0000	2,281,133.60
Trust Fund	9991-3000-0000	31,642.65
		<u>2,582,098.01</u>
		<b><u>2,582,098.01</u></b>

**TOTAL FUNDS HELD ARE: 8,732,098.01**

This is page 27 of the Minutes of the Ordinary Monthly Meeting of the Lockhart Shire Council held in the Council Chamber, 65 Green Street, Lockhart – 15 February 2021.



CHAIRPERSON

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 to Dec 2020, the average end of month balance of funds invested has been \$6.483 million and the average return on invested funds has been 0.68%. 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 Quarterly Budget Review. If further adjustments are required they will be adjusted for the 2nd 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 values 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 December 2020 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

**13/21 RESOLVED** on the motion of Crs Douglas and Walker that:

- a) the 31 December 2020 Investment and Bank Balances Report be received and noted.
- b) the Responsible Accounting Officer Statement be noted, and the report be adopted.

**7. INVESTMENT AND BANK BALANCES REPORT – 31 JANUARY 2021**

**(DCCS: 21/1230)**

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.



CHAIRPERSON

*Lockhart Shire Council  
Ordinary Meeting – 15 February 2021*

**Cash at Bank**

<b>Opening Combined Cashbook Balance</b>	2,582,098.01
Add: Total Receipts	
Rates	38,375.47
Debtors	18,044.53
Miscellaneous	48,072.02
Interest	1,379.77
Redeemed Investment	500,000.00
DEFT Download Transfer	1,600,000.00
BAS Refund November & December	42,745.00
Sale of Scrap Steel	52,538.50
Transport NSW - Block Grant 20/21	525,000.00
Riverina Water - Museum Funding	29,027.70
SCCF3 - Osborne Rec Ground Changerooms	207,101.60
	3,062,284.59
Less: Total Payments	4,301,236.70
New Investments 1490-3015-0001	0.00
<b>Closing Combined Cashbook Balance</b>	<b>1,343,145.90</b>
<b>Closing Bank Statement Balance</b>	
Bendigo Bank	1,206,666.75
Macquarie Bank	108,933.44
Bendigo Bank-Prichard Trust	31,643.99
	1,347,244.18
Add: Outstanding Deposits	1,923.20
	1,349,167.38
Less: Outstanding Cheques	6,021.48
<b>Closing Combined Cashbook Balance</b>	<b>1,343,145.90</b>

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP/RIM	0.60	500,000.00	6.99
Bendgio	0.50	50,000.00	0.70
Bendgio	0.20	500,000.00	6.99
Bendgio	0.20	400,000.00	5.59
Bendgio	0.80	500,000.00	6.99
Bendgio	0.25	500,000.00	6.99
Bendgio	0.40	500,000.00	6.99
Bendgio	0.50	50,000.00	0.70
BOQ	0.70	500,000.00	6.99
CBT	0.64	250,000.00	3.50
cbt	0.25	500,000.00	6.99
CBT	0.41	500,000.00	6.99
NAB	0.45	500,000.00	6.99
NAB	0.40	500,000.00	6.99
NAB 231101546	0.45	500,000.00	6.99
T Corp	at call	900,000.00	12.59
		<b>7,150,000.00</b>	100.00
			<u>AMOUNT</u>
General (PTD)	1490-3000-0000		-960,430.05
Combined Sewerage	8490-3000-0000		2,271,931.96
Trust Fund	9991-3000-0000		31,643.99
		<b>1,343,145.90</b>	<b>1,343,145.90</b>
<b>TOTAL FUNDS HELD ARE:</b>		<b>8,493,145.90</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 to Jan 2021, the average end of month balance of funds invested has been \$6.579 million and the average return on invested funds has been 0.65%. On these year to date figures, Council's budgeted income on investments will be under budget for the General Fund and Sewer Fund.



CHAIRPERSON

This will be monitored and has been adjusted in the 1st Quarterly Budget Review. Further adjustments will be made in the 2nd 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 values 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 January 2021 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

**14/21 RESOLVED** on the motion of Crs Marston and Verdon that:

- a) the 31 January 2021 Investment and Bank Balances Report be received and noted.
- b) the Responsible Accounting Officer Statement be noted, and the report be adopted.

**8. QUARTERLY BUDGET REVIEW – DECEMBER 2020**

**(DCCS: 21/1370)**

Executive Summary

In accordance with the Local Government Act, 1993, a review of Council's Budget position as at 31 December 2020 has been undertaken and will be provided under separate cover for Councillors consideration.

Report

**General Fund**

When Council adopted the 2020-2021 Operational Plan Budget in July 2020 Council budgeted for a surplus of \$13,782.00. The Budget Review as at 31 December 2020 will be provided under separate cover prior to Council's February 2021 meeting.

**Sewerage Fund**

When Council adopted the 2020-2021 Operational Plan Budget in July 2020 Council budgeted for a surplus of \$10,144.00 for the Sewer fund operations.

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.

Legislative Policy & Planning Implications

As per Integrated Planning and Reporting Guidelines.

Budget & Financial Aspects

As detailed in full Quarterly Budget Review Report for December 2020, to be provided under separate cover.

Attachments

Quarterly Budget Review Statement for the period 01/10/2020 to 31/12/2020 will be provided under separate cover.

**Recommendation:** That:

- a) the information be noted, and
- b) the adjustments in income, expenditure and reserves in the December 2020 Quarterly Budget Review be adopted.



**15/21 RESOLVED** on the motion of Crs Verdon and Douglas that:

- a) The information be noted, and
- b) The adjustments in income, expenditure and reserves in the December 2020 Quarterly Budget Review be adopted.

## 8A QUARTERLY BUDGET REVIEW – DECEMBER 2020

(DCCS: 21/1502)

### Executive Summary

In accordance with the Local Government Act, 1993, a review of Council's Budget position as at 31 December 2020 has been undertaken and the following is submitted for Councillors consideration.

### Report

#### **General Fund**

When Council adopted the 2020-2021 Operational Plan Budget in July 2020 Council budgeted for a surplus of **\$13,782.00**. The Budget Review as at 31 December 2020 indicated an estimated **SURPLUS of \$6,027.00** as at 30 June 2021 after taking into account movements in revenue and expenditure for the second quarter.

Adjustments of note in the second Quarterly Review Budget:

Reduction in income general ledger:		decrease	new total
•	1040-1231-0000 Interest on Investment	\$7,000	\$39,000
Increases in expenditure general ledgers:		increase	new total
•	1020-2220-0000 Consultants	\$20,000	\$80,000
•	3680-2330-0000 Parks & Gardens - R&M	\$20,000	\$297,000
•	5020-2330-0000 Urban Roads R&M	\$30,000	\$100,000

#### **Roads Revaluation**

As an outcome of the 2019-20 audit of Council's financial statements, it has been strongly recommended that Council undertake a full revaluation of its roads infrastructure assets and that this be best facilitated by an external valuer. A scope of works is being developed before going to the market.

Council has gone to the market and engaged Australis to perform Council's revaluation on its roads network. The cost came in higher than originally estimated and a further increase to Consultants is required. Total cost of revaluation will be approx. \$50,000.

#### **Sale of Scrap Metal**

In the next quarterly budget review, there will be income from sale of scrap metal that has been collected from Council's waste management sites of \$47,000. The stockpile of metal was collected over the past 18 months.

#### **Grant Funded Projects Contingency**

From the grant funding programs specific to the Status Report – Grant Funded Projects, Council has 40 projects in varying stages of progress. Eight projects have been completed, leaving 32 projects to the value of in excess of \$3.085M currently under way in the Shire. With this many projects it is possible there could be unplanned variations and/or other over budget expenses. Also, some of the quotes received were sourced when the grant applications were submitted, and some costs have increased by the time grants applications have been approved. Depending on the size and scope of a project, it is common for projects to have in their budget a 5% to 10% contingency. For example, Council is being advised by builders that plumbing supplies have increased anywhere up to 20% over the past 6 to 9 months.

As Council is on some now tight timelines with some of these projects and to minimise any delays in the event of variations, it is proposed to create a Grant Projects Contingency Reserve of \$70,000. This represents 2.3% of the value of projects an internal reserve to provide Council the funding, if required, to enable any variations to progress between Council meetings. It is proposed that to access this internal





reserve that would require the approval of both the General Manager and the Mayor and be reported to next Council meeting for ratification.

### **Sewer Fund**

When Council adopted the 2020-2021 Operational Plan Budget in July 2020 Council budgeted for a surplus of \$10,144.00 for the Sewer fund operations. For the Budget Review at 31 December 2020 there were some budget adjustments regarding the Lockhart STP Scoping Study resulting in an estimated **SURPLUS of \$22,825.00** as at 30 June 2021 after taking into account movements in revenue and expenditure for the first quarter.

### Integrated Planning and Reporting Reference

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

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

### Legislative Policy & Planning Implications

As per Integrated Planning and Reporting Guidelines.

### Budget & Financial Aspects

Fund	Adopted Budget @ 1 July 2020	Amendments @ 30 Sept 2020	Amendments @ 31 Dec 2020	Revised Estimates @ 30 June 2021
General Fund-Net of Inc & Exp and Capital Budget	\$13,782.00	\$19,119.00	-\$26,874.00	\$6,027.00
Sewerage Fund	\$10,144.00	\$13,191.00	-\$510.00	\$22,825.00
<b>Net Consolidated Budget Surplus/(Deficit)</b>	<b>\$23,926.00</b>	<b>\$32,310.00</b>	<b>-\$27,384.00</b>	<b>\$28,852.00</b>

### Attachments

Quarterly Budget Review Statement for the period 01/01/2020 to 31/12/2020 will be provided under separate cover.

### **Recommendation:** That:

- The information be noted, and
- The adjustments in income and expenditure in the December 2020 Quarterly Budget Review be adopted.
- The adjustments in internal and external reserves in the December 2020 Quarterly Budget Review be adopted.
- That an internal reserve "Grant Projects Contingency Reserve" be established, and authority be given to the General Manager and Mayor to approve expenditure from the internal reserve between Council meetings, and any expenditure reported to the next Council meeting for ratification.

**16/21 RESOLVED** on the motion of Crs Douglas and Walker that:

- The information be noted, and
- The adjustments in income, expenditure and reserves in the December 2020 Quarterly Budget Review be adopted.
- The adjustments in internal and external reserves in the December 2020 Quarterly Budget Review be adopted.
- That an internal reserve "Grant Projects Contingency Reserve" be established, and authority be given to the General Manager and Mayor to approve expenditure from the internal reserve between Council meetings, and any expenditure reported to the next Council meeting for ratification.



9. POLICY DEVELOPMENT AND REVIEW

(GM: 20/4321)

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 3.14 Complaints Management
- Policy 3.15 Incident/ Accident Investigation
- Policy 3.22 Gathering Information

Minor amendments have been made to the Policies copies of which are attached.

Integrated Planning and Reporting Reference

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

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Nil.

Attachments

Policy 3.14 Complaints Management

Policy 3.15 Incident/ Accident Investigation

Policy 3.22 Gathering Information

**Recommendation:** that the following policies, as presented, be adopted:

- Policy 3.14 Complaints Management
- Policy 3.15 Incident/ Accident Investigation
- Policy 3.22 Gathering Information

**17/21 RESOLVED** on the motion of Crs Verdon and Douglas that the following policies, as presented, be adopted:

- a) Policy 3.14 Complaints Management
- b) Policy 3.15 Incident/Accident Investigation
- c) Policy 3.22 Gathering Information



10. **POLICY DEVELOPMENT AND REVIEW – NAMING OF ROADS, BRIDGES, PUBLIC PLACES AND BUILDINGS**

(GM: 20/5427)

Executive Summary

A new policy for the naming of roads, bridges, public places and buildings has been developed and is presented for Council's consideration.

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 has been developed and is presented for Council's consideration. A copy of the Draft Policy is attached.

It is proposed that, subject to Council's endorsement, the Draft Policy be publicly exhibited, and any submissions received be taken into consideration, before being formally adopted by Council.

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

**Recommendation:** That Council endorse Draft Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings, for the purposes of public exhibition.

<b>18/21 RESOLVED</b> on the motion of Crs Douglas and Walker that Council endorses Draft Policy 1.26 Naming of Roads, Bridges, Public Places and Buildings, for the purposes of public exhibition.
---

Cr Marston and Cr Driscoll requested that their opposition to the motion be recorded.

11. **DELIVERY PROGRAM 2017-2021 AND OPERATIONAL PLAN 2020-2021**

(GM: 20/4866)

Executive Summary

Provision of a six monthly progress report on the implementation of the Delivery Program and Operational Plan.

Background

Section 404 of the Local Government Act states the General Manager must ensure that regular progress reports are provided to the Council reporting as to its progress with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every 6 months.

Report

The report on the progress of the 2017-2021 Delivery Program and 2020-2021 Operational Plan for the period 1 July to 31 December 2020 is separately enclosed.

Integrated Planning and Reporting Reference

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



Legislative Policy & Planning Implications

It is a legislative requirement that regular progress reports are provided to Council.

Budget & Financial Aspects

Not applicable.

Attachments

Lockhart Shire Council Delivery Program and Operational Plan Progress Report (enclosed separately).

**Recommendation:** That the report on the progress of the 2017-2021 Delivery Program and 2020-2021 Operational Plan for the period 1 July to 31 December 2020 be received and its contents noted.

**19/21 RESOLVED** on the motion of Crs Verdon and Walker that the report on the progress of the 2017-2021 Delivery Program and 2020-2021 Operational Plan for the period 1 July to 31 December 2020 be received and its contents be noted.

## QUESTIONS AND STATEMENTS

### Cr Verdon

- i) **Heritage Adviser:** 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.  
Response – Director of Engineering & Environmental Services  
The Director will follow up with the Heritage Adviser.
- ii) **Parking - The Rock Bowling Club:** Cr Verdon requested that disabled parking be relocated to the front of the building and be line-marked accordingly.  
Response – Director of Engineering & Environmental Services  
The Director will investigate and arrange for required works.
- iii) **Parking – The Rock Post Office:** Cr Verdon 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.  
Response – Director of Engineering & Environmental Services  
The Director will investigate and arrange for required works.

### Cr Day

- i) **Urana Lockhart Rd:** Cr Day commended the crew working on this road and commented that it looks like a “super highway”.
- ii) **Footpath, Hebden Street:** Cr Day advised that residents of Hebden Street are very happy with the newly installed footpath.
- iii) **Town Signs:** Cr Day commented on the newly installed town entrance signs. The signs are larger than Cr Day expected and they make a great impact on the entrances to town.

### Cr Driscoll

- i) **TEDO Workload:** Cr Driscoll 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.
- ii) **Community Centre for The Rock:** Cr Driscoll 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.



- iii) **Yerong Creek Tennis Club:** Cr Driscoll advised that she is aware of a letter from Yerong Creek Tennis Club regarding the tennis courts at Yerong Creek being damaged by a nearby claret ash, with the roots affecting the playing surface.

Response – Director of Engineering & Environmental Services

The Director advised that arrangements have been made for the tree to be removed.

- iv) **Natural Gas:** Cr Driscoll referred to the natural gas pipeline which runs just outside The Rock township. Cr Driscoll mentioned previous investigations which found that connection of the town was unfeasible. Cr Driscoll 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.

Cr Marston

- i) **Community Centre for The Rock:** Cr Marston referred to a possible community centre at The Rock and missed opportunities to purchase suitable premises. Cr Marston asked whether or not a contingency fund could be created, rather than have to wait for budget approval?

Response – Acting General Manager

Council has resolved that a Community Centre for The Rock be included in the 2021/22 budget, and the purchase of the GrainCorp building in Lockhart be pursued in 2020/21. Any purchase would be funded by reserves. Any purchase would still require a resolution of Council to use reserve funds.

Cr Rockliff

- i) **Lockhart Verandahs:** Cr Rockliff 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.

Response – Director of Engineering & Environmental Services

Have also received representation regarding the birds sitting on the wires under the awnings. There are some measures that can be taken but these will impact on the use of the areas, because of the size of the birds. Not easily resolved.

- ii) **Planter Boxes:** Cr Rockliff 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. Cr Rockliff also referred to the timber fence along Pastoral Shadows which is also in need of repair.

Cr Douglas

- i) **Australia Day 2021:** Cr Douglas stated that the event was very well organised, and a great day of celebration for the worthy award recipients but that it should not have been a place for political statements.
- ii) **TEDO Workload:** Cr Douglas reiterated Cr Driscoll's comments and asked whether Council has considered the need for a specialist person to assist with graphic design and that sort of thing, which may help ease the workload.

Cr Walker

- i) **Plums Lane:** Cr Walker 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.

Response – Director of Engineering & Environmental Services

The Director will inspect and arrange for required works.

- ii) **Maintenance of Paved Areas and Nature Strips:** Cr Walker referred to previous matters and asked if building/landowners are responsible for cleaning in front of shops, or controlling weeds on nature strips?

Response – Mayor

The Mayor will reinforce, in his monthly newsletter report, that adjacent landowners need to take some action against weeds in nature strips etc.



**Cr Schirmer**

- i) **Weed Control etc:** Cr Schirmer reiterated the request for more effort from Council in controlling caltrop and khaki weeds, and more maintenance efforts at the Caravan Park.

## CLOSED SESSION

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.

**20/21 RESOLVED** on the motion of Crs Driscoll and Douglas that Council close the meeting to the public as per section 10A(2)(c) of the Local Government Act 1993.

The meeting moved into Closed Session at 7.18pm.

**21/21 RESOLVED** on the motion of Crs Day and Walker that Council move into Open Session.

The meeting moved into Open Session at 7.22pm.

## OPEN COUNCIL

The resolutions of Council, relating to Item 12, passed while the meeting was closed to the public were read to the meeting by the General Manager.

### 12. OFFER TO PURCHASE INDUSTRIAL LAND

(GM: 21/1307)

**22/21 RESOLVED** on the motion of Crs Douglas and Marston that Council authorise the General Manager to negotiate the sale of Lots 22, 23 and 24 Harry Davies Drive as outlined in the Report.

The meeting concluded at 7.24 pm.

The minutes of the meeting held on Monday, 15 February 2021, were confirmed as a true and accurate record at the Ordinary Council Meeting held on 15 March 2021, at which time the signature was hereunto subscribed.



CHAIRPERSON



CHAIRPERSON