



BUSINESS PAPER

**of the
Ordinary Meeting
Held
3 February 2020**

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

The Prayer

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

The Council's Guiding Principles

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

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

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

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

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

(Section 8A Local Government Act, 1993)

File Ref: PV:LA:C70-005

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29 January 2020

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

Dear Councillors

I wish to advise that the Ordinary Monthly Meeting of Lockhart Shire Council will be held at the Council Chambers, Green Street, Lockhart on **Monday, 3 February 2020** commencing at **5.00pm**.

The Order of Business will be as shown overleaf.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Peter Veneris', written over a faint circular stamp.

Peter Veneris
GENERAL MANAGER

Order of Business

Opening with a Prayer	
Apologies	
Cr M. Day	
Leave of Absence	
Nil	
Confirmation of Minutes of the Ordinary Meeting 16 December 2019	
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Nil	Page 33
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E. Strong Leadership and Governance

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Questions & Statements..... Page 57

Consideration of Business in Closed Session

There are no items listed for consideration by Council in Closed Session on 3 February 2020.

Mayoral Minute

Nil.

Mayoral Report

To be presented at the meeting.

Urgent Matters

Nil.

Notice of Motion

Nil.

Committee Reports

Nil.

Delegates' Reports

1. RIVERINA JOINT ORGANISATION (RIVJO) BOARD MEETING AND REROC ANNUAL GENERAL MEETING AND BOARD MEETINGS – 12 DECEMBER 2019 IN WAGGA WAGGA

I attended the Riverina Joint Organisation (RivJO) Board Meeting on 12 December 2019 together with the General Manager.

The meeting was preceded by a workshop to consider the State Water Strategy which included a presentation by the General Manager of Riverina Water. The following matters were discussed:

- Water supply is highly regulated. Agencies with a regulatory role include Department of Planning, Environment and Industry – Water, Office of Local Government, Department of Health and IPART.
- An opportunity exists to pursue regional, catchment-based data collection or analysis to inform individual councils' Integrated Water Cycle Management strategies.
- There are concerns that a regional approach, even if it's limited to data collection only, may open the door to wider structural reform that the Government is considering. If water and sewerage management is taken away from general purpose councils this will have significant financial implications for the councils' general fund.

With respect to the RivJO Board meeting the following matters were noted:

- The Head of Regulatory Services and the Customer Liaison Supervisor from Essential Energy addressed the meeting with respect to private assets. The following points were noted:
 - Property owners are responsible for inspection, safe maintenance and operation of private assets from the first point of connection on their property and beyond.
 - Essential Energy will assist customers in vulnerable circumstances, e.g. customers experiencing financial hardship or affected by bush fires or drought.
 - Essential Energy routinely inspect power poles on private land and advise the owner of any rectification works required and the timeframe in which the work has to be carried out.
 - Essential Energy has a legal obligation to carry out rectification works at the owners' expense where an unacceptable safety or bush fire risk exists.
 - Private assets are contestable.
- Cr John Seymour, Mayor of Coolamon, was elected Deputy Chair of RivJO.
- The RivJO is continuing to advocate in relation to the following issues:
 - The compliance costs associated with the Audit, Risk and Improvement Committee and Risk Management Framework.
 - The payment of Section 7.12 (formerly section 94A) developer contributions in the case of State Significant Development.
 - Cost increases imposed by State Government agencies and the proportion of the rate peg increase that they absorb e.g. emergency services levy and election costs.
 - The need for increased State funding for the Rural Financial Counselling Service.
- Morrison Low has been engaged to undertake the review of the RivJO and REROC operations with a report with recommendations scheduled to be completed in March 2020.
- The next Board meeting is scheduled to be held at NSW Parliament House to provide the opportunity to meet with various Ministers on 27 February 2020.

I attended the REROC Board Meeting on 12 December 2019 together with the General Manager.

Points of interest arising from the meeting include the following:

- REROC congratulated Lockhart Shire Council on winning the Resource Recovery category of the LGNSW Excellence in Environment Awards for its use of crushed glass in road base material. A presentation regarding the project will now be made at the 2020 Waste Conference to be held in Coffs Harbour.
- Lockhart Shire Council's Manager Environmental Services, Alan Gundrill, was nominated by the REROC Waste Forum to receive the EPA regional subsidy to attend the Waste Conference. The subsidy covers the cost of the Conference registration which is valued at approximately \$1,500.00.

Following the RivJO and REROC Board meetings Council representatives had the opportunity to meet with the Federal Minister for Regional Services, Decentralisation and Local Government, Mark Coulton. Topics covered by the Minister included:

- A review of the formula for the distribution of Financial Assistance Grants
- Regional health services; and
- Doctors in rural areas.

Cr Rodger Schirmer
Mayor

Recommendation: That the information be noted.

Notes:

Status Report/Précis of Correspondence Issued

Status Report: Council Resolutions and Tasks to be finalised

Res. No:	Officer to Action	Info	Action Taken
Ordinary Council Meeting held 16 December 2019			
376/19	GM	Australia Day 2020 The Rock Recreation Ground Management Committee be endorsed as the community organisation to host the 2020 Australia Day Celebrations at the newly refurbished The Rock Swimming Pool.	Australia Day successfully hosted by The Rock Recreation Ground Management Committee. Complete.
374/19	GM	Closed Agenda – Australia Day Awards 2020 Council endorse the recommendations of the Australia Day Awards Committee regarding the 2020 Australia Day Awards.	Australia Day Awards presented to Award recipients. Complete.
370/19	GM	Nine Day Fortnight Proposal A nine day fortnight be introduced for permanent full-time staff, whose Award hours are 35 hrs/wk, for a trial period of six months with the arrangement to be reviewed prior to the end of the trial period.	Trial period has commenced. Office hours have been extended. Extended office hours have been promoted on Council's website and newsletter.
368/19	GM	Office Closure – Christmas/New Year Period Council's office close from 4.00pm, Tues 24 Dec 2019 to Wed, 1 Jan 2020 and re-open for business on Thurs, 2 Jan 2020 in accordance with industrial arrangements.	Council's office closed at 4.00pm on 24/12/2019 and re-opened on 02/01/2020. Complete.
366/19	DCCS	Presentation of Council's 2018-19 Financial Statements Council endorse the Audited Financial Statements and Auditor's Report for the year ended 30 June 2019 as presented, which will now be included in Council's 2019 Annual Report.	Audited Financial Statements have been submitted to the Office of Local Government and incorporated in Council's 2018/19 Annual Report. Complete.
364/19	MES	Compliance Officer Position Council approve the proposal to make the position of Compliance Officer a permanent, full-time position within the organisational structure.	Advertisement will be prepared during the week commencing 27/01/2020.
363/19	MES	Development Application 8/20 Council approve the application for development consent 8/20 for the establishment of a 1200 sow farrow-to-finish piggery, located at Lot 1 DP1250489, 591 Dick Knobels Rd, Munyabla NSW, subject to the conditions as per December 2019 Council Minutes.	Notice of Determination has been issued to the applicant. Complete.
355/19	GM	Request for Donation – Use of the Old Railway Station Building, Lockhart for 2019 HSC Exams a) Council waive the hire fee for 2019, to be funded from Section 356 budget allocation b) Any future requests to hire Council facilities by Lockhart Central School to conduct the HSC examinations, fees to be waived and funded from the Section 356 contributions budget.	Hire fees have been refunded. Council resolved to waive future hire fees. Complete.
354/19	GM	Request to Refund Development Application Fee Paid to Council a) Council agree to refund the Development Application fee of \$110.00 paid by Lockhart Showground and Racecourse Management Committee; and b) the cost of refunding the Development Application fee be met from Council's 2019/20 Section 356 Contributions Budget.	DA fees have been refunded. Complete.

353/19	GM	<p>Renew our Libraries Campaign – Phase 2</p> <p>a) Make representation to the local State Member, the Hon Dr Joe McGirr, in relation to the need for a sustainable state funding model for the ongoing provision of public library services,</p> <p>b) Write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019-20 to 2022-23 NSW state funding model,</p> <p>c) Endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.</p>	<p>Written representations have been made in accordance with Council's resolution and the Riverina Regional Library has been advised of council's actions.</p> <p>Complete.</p>																				
352/19	GM	<p>Drought Relief Funding RESOLVED on the motion of Crs Walker and Driscoll that Council submit applications under the Drought Communities Programme Extension Fund Program for the following projects:</p> <table border="1" data-bbox="371 891 981 1451"> <thead> <tr> <th>Project</th> <th>Estimate</th> </tr> </thead> <tbody> <tr> <td>1. Adverse Event Plan</td> <td>\$25,000</td> </tr> <tr> <td>2. REROC Drought Support Committee and Drought Support Officer</td> <td>\$75,000</td> </tr> <tr> <td>3. Extension of reticulated water in rural areas (10kms)</td> <td>\$480,000</td> </tr> <tr> <td>4. Footpaths and disability access in Shire</td> <td>\$200,000</td> </tr> <tr> <td>5. Feasibility study into recycling water at The Rock</td> <td>\$50,000</td> </tr> <tr> <td>6. Yerong Creek Water Tower Mural</td> <td>\$30,000</td> </tr> <tr> <td>7. Second Oval Project at The Rock</td> <td>\$50,000</td> </tr> <tr> <td>8. Electronic Scoreboards (Lockhart, Osborne and The Rock Recreation Grounds)</td> <td>\$90,000</td> </tr> <tr> <td style="text-align: right;">Total</td> <td>\$1,000,000</td> </tr> </tbody> </table>	Project	Estimate	1. Adverse Event Plan	\$25,000	2. REROC Drought Support Committee and Drought Support Officer	\$75,000	3. Extension of reticulated water in rural areas (10kms)	\$480,000	4. Footpaths and disability access in Shire	\$200,000	5. Feasibility study into recycling water at The Rock	\$50,000	6. Yerong Creek Water Tower Mural	\$30,000	7. Second Oval Project at The Rock	\$50,000	8. Electronic Scoreboards (Lockhart, Osborne and The Rock Recreation Grounds)	\$90,000	Total	\$1,000,000	<p>In progress.</p> <p>Refer to further report to Council meeting held on 03/02/2020.</p>
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Ordinary Council Meeting held 18 November 2019																							
343/19	GM	<p>Closed Agenda – Aged Care Accommodation A more detailed report to be prepared and presented to a future meeting of Council.</p>	<p>Awaiting further information to assist with finalising a report proposed to be tabled at the March 2020 Council meeting.</p>																				
342/19	GM	<p>Closed Agenda - Potential Property Acquisition – Public Toilets Green Street, Lockhart Funding of this project be considered in conjunction with other priorities at the Councillor Workshop proposed to be convened in response to the drought relief funding announcement.</p>	<p>Workshop convened on 16 December 2019.</p> <p>Complete.</p>																				

Ordinary Council Meeting held 21 October 2019			
302/19	DCCS	<p>Audited Financial Statements – 2018/19</p> <p>a) That Council certify in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements as prepared, are in accordance with the attached certificates and that the certificates be completed by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer.</p> <p>b) The funds as listed in the schedule be reported as internally restricted in Council's accounts as at 30 June 2019.</p>	<p>External Audit Finalised.</p> <p>Unqualified Audit report issued.</p> <p>Audited Financial Statements have been submitted to the Office of Local Government and incorporated in Council's 2018/19 Annual Report.</p> <p>Complete.</p>
292/19	DCCS	<p>Council Buildings – Dentist and Lockhart Museum</p> <p>Council approve part funding of works as detailed in the report to the Lockhart Museum building at 39 Urana St and the dentist building at 85 Green St Lockhart from Internal Reserves for Buildings for the amount of \$33,120.00.</p>	<p>Quotes have been received and purchase order has been provided to successful builder. Successful builder has scheduled for February 2020.</p>
Ordinary Council Meeting held 16 September 2019			
256/19	GM	<p>Lockhart Renewable Energy Project</p> <p>a) Having secured Commonwealth government funding totalling \$1 million for the Better Energy Technology Renewable Energy Project for Lockhart Township; and</p> <p>b) Having given 28 days public notice of its intention to do so:</p> <p>c) Hereby resolves pursuant to Section 356 Local Government Act 1993 to provide financial assistance totalling \$1 million to Better Energy Technology, in the same manner, i.e. progress payments, as Council receives the funding from the Commonwealth, and for the sole purpose of undertaking Stage 1 of the Lockhart Renewable Energy Project.</p>	<p>Funding Agreement signed.</p> <p>Stage 1 commenced.</p> <p>DA prepared and lodged with Council.</p>
Ordinary Council Meeting held 19 August 2019			
223/19	DEES	<p>Lockhart Caravan Park</p> <p>a) Endorses the proposed Lockhart Caravan park revised layout; and</p> <p>b) A further report be brought to Council in due course once a detailed costing can be provided.</p>	<p>Work in progress. Fire-fighting services currently being designed.</p>
219/19	DEES	<p>Pleasant Hills Water Filling Station</p> <p>a) Enters into agreement with Riverina Water County Council to acquire the land at Lot 10 DP 9145 Manson Street, Pleasant Hills for the purposes of establishing a Water Filling Station;</p> <p>b) The land be categorised as Operational under the Local Government Act 1993.</p>	<p>Letter provided to Riverina Water.</p> <p>Contracts exchanged.</p> <p>Work in progress.</p>
210/19	TEDO	<p>Minutes of the TEDSC Meeting – Tim Fischer Statue/Lockhart Railway Station</p> <p>Subject to agreement by the authorised managers of the Lockhart Railway Station, expressions of interest for community or commercial purposes be sought from the wider community for the Lockhart Railway Station building.</p>	<p>Advertisement placed in the Lockhart Shire newsletter and on social media.</p>

Ordinary Council Meeting held 15 July 2019			
177/19	DEES	<p>Shire and Town Entrance Signs Council:</p> <ul style="list-style-type: none"> a) Endorses the shire entrance and town sign proofs in principle; b) Refers the signs back to Council's Tourism and Economic Development Officer for further development and liaison; and c) A further report is brought to Council in due course prior to undertaking another round of community consultation. 	<p>Plans referred back to TEDO for further consultation with local Progress Associations and community groups.</p> <p>Ongoing.</p>
Ordinary Council Meeting held 17 June 2019			
144/19	TEDO	<p>Minutes of the TEDSC Meeting – Public Art Projects A submission be requested from the artists Scott Nagy and Janne Birkner to undertake the Milbrulong Water Tower project subject to their quotation being within budget.</p>	<p>Funding secured. Art design in progress.</p>
Ordinary Council Meeting held 15 April 2019			
77/19	DCCS	<p>Lockhart Medical Centre Community Services Building Council support the change of use to the Lockhart Medical Centre/Community Services, on the corner of Matthews and Hebden Streets in principle and provide a letter of landowner consent to a Development Application being lodged.</p>	<p>GM & DCCS met with Valmar's Coordinator - Fleet, Asset and Corporate to progress the matter with Valmar agreeing to provide plans prior to Council's providing landowners consent to lodge a DA.</p> <p>Valmar are in the process of putting plans with proposed works together to present to Council for approval. No updates to report.</p> <p>Valmar have provided their proposed changes. Letters have been sent to property owners around the Matthews St premises informing them of the proposed change of use, with no replies received to date.</p>
Ordinary Council Meeting held 18 March 2019			
66/19	DEES	<p>Proposed Restructure – Engineering and Environmental Services Proposed restructure to include:</p> <ul style="list-style-type: none"> a) Regrading the vacant Grader and Roller Operator positions to a Plant Operator and a Labourer respectively; b) The addition of the position of Light Vehicle Mechanic in the organisation structure; c) The addition of the position of Compliance Officer (permanent part time 25.5 hours per week) in the organisation structure; and d) Extending the position of Fixed Term Project Officer with current incumbent to continue in the role on a works as required basis until 31 December 2020. 	<ul style="list-style-type: none"> a) New positions have been filled. b) Position has been filled. c) This position has not been filled due to shortage of suitable applicants. d) Project officer's fixed term appointment has been extended to 31 December 2020. <p>Complete.</p>

Ordinary Council Meeting held 4 February 2019			
25/19	DCCS	<p>Information Technology Systems Infrastructure</p> <p>a) Council approve the purchase of the additional information technology infrastructure up to value \$25,000; and</p> <p>b) Additional information technology infrastructure to be funded from December 2018 Quarterly Budget Review.</p>	<p>Contact has been made with selected suppliers. Tender specifications being finalised to initiate negotiations will select suppliers to continue.</p> <p>Ongoing.</p>
Ordinary Council Meeting held 17 December 2018			
344/18	GM/ DCCS	<p>Closed Agenda – Request from Osborne Recreation Ground Management Committee</p> <p>a) Enter into a lease agreement with Jason Webster, as adjoining landowner to the Osborne Recreation Ground to lease land as per map for \$1.00 per annum for 3 years, and</p> <p>b) The General Manager and Director Corporate and Community Services be authorised to sign the lease on behalf of Council.</p>	<p>Lease is being drafted. The matter of a 3-year lease was following up and solicitor advised a caveat stipulating Council's interest with regards to leased land can be put in place. Work is progressing and updates will be reported to Council.</p> <p>In the hands of Friedlieb Fox McLeod to draw up agreements & have adjoining landowner sign.</p>
Ordinary Council Meeting held 15 October 2018			
261/18	TEDO	<p>Minutes of the TEDSC Meeting – Water Tower Lighting</p> <p>Consideration be given to funding to light the Lockhart Water Tower Mural and that Council investigate possible lighting options.</p>	<p>Photographs of the water tower mural in the evening show it is quite well lit. Discussions in progress with Parks & Gardens regarding any potential improvements.</p>
260/18	TEDO	<p>Minutes of the TEDSC Meeting – Water Tower Long Term Maintenance</p> <p>An agreed amount be held in reserve to enable future maintenance of the Lockhart Water Tower as and when needed.</p>	<p>MoU with RWCC being discussed.</p>
Ordinary Council Meeting held 17 September 2018			
252/18	DCCS	<p>Closed Agenda – Information Technology Systems – Quotations</p> <p>a) Council approve the purchase of the Electronic Document and Records Management System (EDRMS) HPE Content Manager with initial purchase, setup and training costs to be funded from Council's Systems & IT Improvements Reserve;</p> <p>b) Council approve the purchase of Asset Management system AssetFinda with initial purchase, setup and training costs to be funded from Council's Systems & IT Improvements Reserve;</p> <p>c) Initial and ongoing cost of iPad Minis are to be incorporated and funded from Council's Operating Plan Budget at Quarterly Budget Review; and</p> <p>d) Year 2 and ongoing annual license fees cost are to be incorporated and funded from Council's Operating Plan Budget.</p>	<p>Purchase Order for AssetFinda raised, software licence received and being reviewed.</p> <p>IT Server is at end of life, quotes being sort. Server requires upgrade or replacing to enable AssetFinda to be installed. Refer to item in this agenda on upgrade to server.</p> <p>Purchase order raised for HPE Content Manager, Project manager from Civica has been assigned. Civica are scheduled to do an initial workshop to kick off the project early February 2020.</p>

Ordinary Council Meeting held 19 March 2018			
68/18	GM	<p>Closed Agenda – Green Street West Lockhart – Price Review</p> <p>a) Council adopt the following asking process for lots remaining unsold in the residential subdivision at Green Street West, Lockhart:</p> <p style="margin-left: 20px;">a. \$25,000 Lots 1, 6, 7, 9, 10, 23, 24, 25, 27, 28, 29, 30, 31, and 32</p> <p style="margin-left: 20px;">b. \$27,500 Lots 12, 16, 17 and 18</p> <p style="margin-left: 20px;">c. \$44,000 Lots 11 and 34</p> <p>b) That in relation to Lots 6-7, 9-10, 23-25 and 28-31, the price of two adjoining lots sold in a single transaction, i.e. one contract of sale, be reduced to \$22,000 each or a total contract price of \$44,000.</p> <p>c) That Lot 8 Rockliff Court in the Green Street West Residential Estate be taken off the Market whilst cost estimates are prepared for converting the allotment into a local park.</p> <p>d) That the GM be authorised to negotiate with project home builders for establishment of a display home at Green Street West with any incentives to be offered to be subject to approval by Council.</p>	<p>Council's agent has been informed of the revised selling prices adopted by Council.</p> <p>Council's agent is contacting all builders on its data base regarding incentives that might encourage the construction of a spec/display home.</p> <p>A cost estimate for converting an allotment into a park is currently being prepared.</p> <p>The project has been referred to the Councillor Workshop to be held on 19 August 2019 to consider projects for funding under Round 3 of the SCCF Grants program.</p>
Ordinary Council Meeting held 18 April 2017			
72/17	DEES	<p>Caravan Parks</p> <p>a) Information noted pending a furthermore detailed report</p> <p>b) Council has determined as a matter of policy that caravan parks be short term (holiday park) stays; and</p> <p>c) Expressions of Interest (EOI) be invited for Management of the Lockhart Caravan Park for 1 July 2017 to 30 June 2018 with option of 2 x 12-month extensions on mutual agreement.</p>	<p>More detailed report to be presented at a future Council meeting.</p> <p>Items (b) & (c) are complete. Staff currently compiling information to put together further report to come to Council shortly. Report to August 2019 Council meeting. See item 223/19. Complete.</p>
Ordinary Council Meeting held 16 May 2016			
109/16	DCCS	<p>Old Lockhart Railway Station Building</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>	<p>Ongoing. No potential tenants have enquired. Promoting venue as a regional meeting site. Very little activity to date. Lockhart Central School has used for 2018 HSC exams. No enquiries for a permanent tenant.</p> <p>Correspondence forwarded to JHR to ascertain whether it would enforce the lease and require the lease to be paid out in full if Council was to terminate the Agreement.</p>
Ordinary Council Meeting held 16 December 2019 – Councillor Questions & Statements			
	GM	<p>Cr Verdon – Wagga Wagga 100,000 by 2038 –</p> <p>Requested LSC liaise with Wagga City Council to ensure it was well placed to take advantage of the opportunities arising from the State Government's announcement of Wagga Wagga as a special activation precinct predicted to grow to a population of 100,000.</p>	<p>DEES has met with Wagga Council's recently appointed Director Regional Activation and established ongoing communication. Complete.</p>

	DEES	Cr Day – Bridge over Brookong Creek, Lockhart and also New Culvert on Urana Rd – Wished to clarify that he was actually asking for naming of the new culvert on Urana Rd to be named, but is also happy to add a request for Council to also consider naming the bridge over Brookong Creek, Lockhart (at the end of Green St) because of its proximity to the Greens Gunyah Museum.	DEES advised that he will investigate and provide a report to Council at a future meeting.
	DEES	Cr Day – Request for Installation of Rubbish Bins near new Bakery in Green St, Lockhart – Requested that Council consider relocating under utilised rubbish bins on the opposite side of Green Street to within closer proximity to the new bakery.	Owner consulted and bins installed. Complete.
	DEES	Cr Driscoll – Road Signage on Olympic Hwy (as you leave Wagga Wagga) – Requested an update regarding the request for RMS to add “The Rock” and “Yerong Creek” to the road signage on the Olympic Hwy (as you leave Wagga Wagga). The sign currently shows distance to Uranquinty, with the next town being Culcairn.	New sign installed. Complete.
	DEES	Cr Rockliff – Visibility Concerns at Intersection of Bidgeemia and Western Rds – Advised that this intersection is currently dangerous and of concern due to poor visibility caused by overgrown vegetation.	DEES advised that he will investigate and advise. Road Safety Officer to undertake safety assessment next week.
	DEES	Cr Walker – Mittagong Rd – Advised he had been approached by the contractor conducting tree trimming on Mittagong Rd and had been asked if Council could please provide feedback regarding Council’s level of satisfaction on the work carried out.	DEES advised that we will investigate and advise. Manager Works provided feedback. Complete.
Ordinary Council Meeting held 18 November 2019 – Councillor Questions & Statements			
	A/DEES	Cr Rockliff – Mobility Scooters in Lockhart Township – After observing a mobility scooter attempting to negotiate a railway crossing, enquired if Council could provide pathways for mobility scooters to safely negotiate railway crossings in the Shire townships?	A/DEES advised he will investigate a solution and advise.
	A/DEES	Cr Rockliff – Walter Day Park, Lockhart – Enquired if there is a problem with the sprinklers at Walter Day Park, as large sections of grass are dying off?	Acting DEES advised he will investigate and advise. Quote received and works scheduled in next 2-3 weeks.
	A/DEES	Cr Rockliff – Water Damaged Laneway, Lockhart – Advised that the last laneway heading east at cnr. Urana and Day Sts have been left suffering water damage following recent pipe replacement works by Riverina Water.	Acting DEES advised that he will investigate and advise. Cr Verdon advised that Riverina Water would be happy to provide materials.
	DCCS	Cr Douglas – Surrounds of Magnolia Lodge, Lockhart – Advised there is currently cracked pathways, etc. surrounding Magnolia Lodge and asked if these could be attended to in the interest of public safety. Cr Douglas also asked how work is progressing on the fire damaged unit at Magnolia Lodge?	DCCS advised that Council’s Finance Officer had recently attended Magnolia Lodge with a concreter to obtain a quote to repair the pathways. With regards to the damaged unit, DCCS advised that work is progressing, but wished to also advise that there is currently no waiting list for this unit.
	A/DEES	Cr Sharp – Culverts on the Henty Pleasant Hills Road – Enquired when new culverts on the Henty-Pleasant Hills Road will be completed?	Acting DEES advised that he will investigate and advise. Complete.

	A/DEES	Cr Walker – Tootool Mittagong Road – Advised he had received complaints from residents regarding the condition of the Tootool- Mittagong Rd, with large rocks currently coming up through the road.	Acting DEES advised that he will investigate and advise.
Ordinary Council Meeting held 21 October 2019 – Councillor Questions & Statements			
	A/DEES	Cr Driscoll – Carson Rd Development, The Rock – Requested that the Carson Rd Development in The Rock be mowed as it is looking very untidy.	Acting DEES advised that he will investigate and take appropriate action. Complete.
	A/DEES	Cr Sharp – Long Grass on Urana Road – Enquired if the wild oats/rye on Urana Rd which is up to 1mtr high in some places could be slashed/sprayed as it is posing a danger to drivers and looks unsightly?	Acting DEES advised that he will investigate and take appropriate action. Complete.
	A/DEES	Cr Walker – Roadside Tree Trimming Program – Enquired if this program was still in progress and could it be extended to other roads in the Shire?	Acting DEES advised that the operator had experienced a slight hold up. Tree trimming for other Shire roads could be provided as funding permits. Complete.
Ordinary Council Meeting held 16 September 2019 – Councillor Questions & Statements			
	GM	Cr Verdon – Opportunities for Trainees in Lockhart Shire – Enquired if it would be possible to identify possible opportunities for trainees in Lockhart Shire.	GM advised that during a recent visit to Canberra REROC delegates met with the Minister for Employment, The Hon Mikaela Cash MP, who undertook to provide information on all Commonwealth Government funding opportunities and subsidies that are available, and that following receipt of this information consideration will be given to opportunities that could apply to Lockhart Shire. REROC has also indicated that it will host an information session for member councils once the information is received from the Minister's office.
	A/DEES	Cr Marston – Emily Street, The Rock – Enquired if vegetation on the corner of Emily Street and the Olympic Highway, The Rock could be mowed/whipped-snipped?	Acting DEES advised that he will investigate and take appropriate action. Complete.
	DCCS	Cr Rockliff – Lockhart Golf Club – Advised the Lockhart Golf Club is currently struggling with membership numbers and enquired if the possibility of the Club becoming a Section 355 Committee of Council could be investigated.	DCCS advised that he will investigate and advise. A meeting with the Lockhart Golf Club has been arranged. An update will be provided at Council meeting.

Ordinary Council Meeting held 19 August 2019 – Councillor Questions & Statements			
	GM/ DCCS	Cr Marston – Status of Work on the Second Oval, The Rock – Enquired about the status of the work for the second oval at The Rock particularly with respect to commencing the project within 12 months of the grant being approved.	Arrangements being made to prepare the area at the western end of the Recreation Reserve for temporary use by the Pony Club to enable works to commence on the 2 nd oval. Crown Lands have advised that the TSR on Old Trunk Rd is subject to an Aboriginal Land Claim.
	DEES	Cr Rockliff – Possibility of Residents Living in a Shed on a Property in South Lockhart – Advised that it had come to his attention that it may be possible that residents are living in a shed on a property in South Lockhart?	DEES advised that he will investigate and take appropriate action. Council staff are investigating.
	DEES	Cr Rockliff – New Shop Owners in Green Street Planning on Living in the Shopfront – Advised that it had come to his attention that new shop owners in Green St, Lockhart CBD could be planning on living in the shop fronts.	DEES advised that he will investigate and take appropriate action. Council staff investigated. Council also received no application for a change of use. Complete.
	DEES	Cr Douglas – Tenison Lane, Lockhart – Enquired if Tenison Lane could have a maintenance grade before the harvest season?	DEES advised he will investigate and advise. Tenison Lane to be graded when resourcing permits.
	DEES	Cr Douglas – Nursery, The Rock – Enquired if staff had received the letter of concern from Leo Driscoll regarding the nursery in The Rock?	DEES advised that staff were currently investigating the matter and will respond accordingly. Council staff investigated. A letter was received from Leo Driscoll regarding a private water supply pipe.
Ordinary Council Meeting held 15 July 2019 – Councillor Questions & Statements			
	DEES	Cr Marston – Creek Crossing on Jaegers Lane – advised that the creek crossing on Jaegers Lane is washed out.	DEES advised that he will investigate and noted that the creek crossing might not be in Lockhart Shire. DEES has investigated and interim works to occur shortly.
Ordinary Council Meeting held 17 June 2019 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Rockliff – Farrells Lane – Has been advised that there wash-outs across Farrells Lane at the crossing.	DEES advised he will investigate and take appropriate action. Investigations have determined work is required on the table drains. Complete.
	DEES	Cr Day – Compliance Officer – Enquired as he had noticed that the Compliance Officer position is to be advertised?	See 66/19 Complete.

Ordinary Council Meeting held 20 May 2019 – Councillor Questions & Statements			
	DEES	Cr Douglas - Carns Lane – Requested that the drainage along Carns Lane be investigated and improved as the water does not seem to be getting away.	DEES advised he will investigate and take appropriate action. DEES has inspected the road and maintenance grading to occur shortly which should address most drainage issues. Carns Lane has been graded. Complete.
	DEES	Cr Verdon - Drain at Western End of Wilson Street and also Corner of Bretton and Urana Streets, The Rock – Requested if these drains could be cleared?	DEES advised he will investigate and take appropriate action. Works are planned to concrete the ends of the drains to improve water movement.
Ordinary Council Meeting held 15 April 2019 – Councillor Questions & Statements			
	DEES	Cr Day – Brookong Reserve Signs on Urana Road, Lockhart – Enquired if these signs could be replaced?	DEES advised he will investigate and take appropriate action. Staff are investigating what can be done regarding the signage as this is not a Council reserve.
	GM	Cr Driscoll – Lockhart Shire Council Block of Land, Scott Street, The Rock – Enquired of Council was planning to sell the block of land in Scott St, The Rock?	GM advised that an expression of interest has been received in relation to another parcel of land not currently listed for sale that will be the subject of a report to a future meeting of Council which can also include consideration of the block of land in Scott St, The Rock.
	DEES	Cr Driscoll – The Rock Town Entrance Sign – Advised that The Rock town entrance sign re-instated south of The Rock on the Olympic Hwy is a lot further south than its original position and enquired if it could be relocated back closer to The Rock?	DEES advised he will investigate and take appropriate action. DEES has discussed with GHSC and they are looking at if sign can be moved closer to the town.
Ordinary Council Meeting held 19 November 2018 – Councillor Questions & Statements			
Councillor's Questions	DEES	Cr Verdon – Council Contribution – The Rock Recreation Ground – Advised The Rock Recreation Ground receives an annual contribution funding of \$12,500 from Council and with electricity currently costing \$12,000 p.a., was wondering if Council could do and audit or assist in any way?	DEES advised there may be some upcoming opportunities for grant funding for solar and battery storage for Council buildings and he will investigate further and advise. DEES has been in contact with OEH about opportunities. Council to provide information to OEH. DEES still in discussions with OEH. This will be a work in progress.
Ordinary Council Meeting held 21 May 2018 – Councillor Questions & Statements			
	DEES	Cr Rockliff – Water going into Back Yards between Green & Hebden Sts, Lockhart – Advised he has been approached by 2 residents regarding water going into back yards between Green and Hebden Sts, Lockhart.	DEES advised he is aware of the issue and will investigate when time and resourcing permits. Complete.

Ordinary Council Meeting held 20 November 2017 – Councillor Questions & Statements			
Councillor's Questions	GM	Cr Marston – Potential Purchase of Land for Development – Following completion of Carson Rd Development, The Rock, enquired if Council could look into the purchase of more land for development (using borrowings) – Shire-wide, but maybe concentrating on The Rock and lifestyle blocks in Yerong Creek, requesting this be put on the agenda for further discussion.	Discussions have been held with Council's agent and the availability of suitable developable land coming on to the market is being monitored. 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.
Ordinary Council Meeting held 17 July 2017 – Councillor Questions & Statements			
	COUNCIL LORS	Cr Schirmer – Councillor Relaxed Visits throughout Shire – Thanked Councillors who attended recent Friday night at the Pleasant Hills Pub and advised the visit was well received by the locals with positive feedback being given.	Councillors attended the Friday fish & chips night at Yerong Creek on 6 July 2018.

3 February 2020 Council Meeting - Correspondence Sent to Councillors

Date to Councillors	From	Subject	File Ref
16/12/2019	ALGA News Editor	ALGA News 13 December 2019	A75-005
23/12/2019	ALGA News Editor	ALGA News 20 December 2019	A75-005
10/01/2020	Cr Linda Scott, LGNSW	LGNSW Weekly 10 January 2020	S20-007
10/01/2020	ALGA News Editor	ALGA News 10 January 2020	A75-005
21/01/2020	ALGA News Editor	ALGA News 17 January 2020	A75-005
21/01/2020	The Hon Shelley Hancock MP	OLG's January e-newsletter	D14-010
21/01/2020	Cr Linda Scott, LGNSW	LGNSW Weekly 14 January 2020	S20-007
28/01/2020	ALGA News Editor	ALGA News 24 January 2020	A75-005
28/01/2020	Cr Linda Scott, LGNSW	LGNSW Weekly 28 January 2020	S20-007

Recommendation: That the information be noted.

Notes:

Staff Reports

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. DROUGHT COMMUNITIES PROGRAMME EXTENSION

(GM/G10-005)

Executive Summary

More detailed information is provided for Council's endorsement in relation to the projects identified at the 16 December 2019 Council meeting for funding under the Drought Communities Programme Extension.

Report

At the Council meeting held on 16 December 2019 it was resolved that Council submit applications under the Drought Communities Programme Extension for the following projects:

Project	Est. Cost
1) Adverse Event Plan	\$25,000
2) REROC Drought Support Committee and Drought Support Officer	\$75,000
3) Extension of reticulated water in rural areas (10kms)	\$480,000
4) Footpaths and disability access in Shire	\$200,000
5) Feasibility study into recycling water at The Rock	\$50,000
6) Yerong Creek Water Tower Mural	\$30,000
7) Second oval project at The Rock	\$50,000
8) Electronic scoreboards (Lockhart, Osborne & The Rock Rec Grounds)	\$90,000
Total	\$1,000,000

It is considered that three of the abovementioned projects require further direction from Council for planning of these projects to continue. Accordingly, more detailed information is now provided for Council's consideration in relation to projects 2), 3) and 4) listed above.

With respect to the employment of a Drought Support Officer a Draft Position Description has been prepared for Council's consideration to ensure it encapsulates Council's intentions for this position. A copy of the Draft Position Description is attached.

In relation to the 10km extension of the reticulated water supply in rural areas, the discussion at the Councillor Workshop which preceded the December Council meeting focused on two areas, i.e. Vincents Road at The Rock and Bidgeemia. Whilst there is only one option for the extension of the reticulated water supply at Vincents Road, i.e. south along Vincents Road, Riverina Water's network in the Bidgeemia area has a number of branch lines and consequently there are a number of options for extending the network in this area.

Council officers have overlaid the Riverina Water reticulated water supply network over Council's property and rates spatial information to assess where an extension of the existing water supply might capture the most properties. Accordingly, a map showing a proposed extension of the existing network is also attached for Council's consideration.

With respect to the provision of footpaths and disability access in the Shire a scope of works has been prepared based on the estimated expenditure of \$200,000 and a copy is attached for Council's consideration.

Integrated Planning and Reporting Reference

- A2 - Ensure that Lockhart Shire is well prepared to respond to adversity.
- A2 - Provide and advocate for services that respond to the needs of our community.
- B1 - Improve services and infrastructure that supports our rural business.
- B1 - Provide business support to our community.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Co-funding is not mandatory for any projects nominated for funding under the Drought Communities Programme Extension however applicants must ensure they have adequate funds to meet the costs of any ineligible expenditure associated with the project.

Attachments

1. Draft Position Description – Drought Support Officer.
2. Maps - proposed extension of the reticulated water supply.
3. Scope of Works – footpaths and disability access.

Recommendation: That Council endorse the attached:

- a) Draft Position Description for the proposed Drought Support Officer;
- b) Map of the proposed extension of the reticulated water supply; and
- c) The scope of works for the provision of footpaths and disability access in the Shire.

Notes:

Attachment 1. – Draft Position Description - Drought Support Officer

Position Description

**DROUGHT SUPPORT OFFICER
()**

Reports to: General Manager

Position Summary

The primary purpose of this position is to support the community in all matters pertaining to drought related assistance and funding opportunities.

Key Responsibilities

1. To be a central point of contact for the Lockhart Shire community in relation to drought related assistance and funding opportunities.
2. Source, aggregate and disseminate information about drought related assistance and funding opportunities.
3. Remain abreast of changes in available drought assistance programs across all levels of government including new and emerging programs.
4. Plan, manage and deliver drought related events, workshops and other initiatives that support the Lockhart Shire community.
5. Provide support and assistance to individuals, families and community groups in identifying drought related assistance and funding opportunities that are relevant to their particular circumstances
6. Provide support and assistance to individuals, families and community groups in accessing drought related assistance and navigating the application process.
7. Monitor and identify emerging issues relating to the effects of drought which may require referral to relevant agencies for information and/or response.
8. Provide information and advice to Council regarding the effects of drought in the Lockhart Shire and its impact on the local community.
9. Position Specific WHS responsibilities
 - Taking reasonable care for your own Health and Safety as well as that of others.
 - Having an understanding of the Health and Safety requirements Related to your employment.
 - Recording all identified hazards, accidents/incidents and near misses to your manager/supervisor.
 - Using and maintaining all safety equipment and personal protective equipment (PPE) in accordance with relevant standards.



This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. Employees can therefore expect to undertake other duties in addition to those identified. Employees are also required to align their behaviours with our workplace principles. Reviewed: Jan 2020.



10. Ethical Behaviour

All staff are required to comply with the Council's adopted Code of Conduct. In this regard employees are required to: -

- Carry out their responsibilities with professionalism, objectivity and integrity and in the best interests of the community.
- Efficiently and effectively serve the Council.
- Maintain the confidentiality of information received in the course of duties.
- Observe fairness and equity in all official dealings with the public and with other Council employees.
- Avoid real or apparent conflicts of interest.

Capabilities

Networks and Relationships

Works collaboratively in developing productive working relationships and partnerships. Understanding, empathetic and respectful of hardships experienced by communities in times of natural disasters. Develops and maintains a network of contacts across the community, industry and government sectors to facilitate achieving objectives.

Communication

Communicates effectively with a wide range of people, adapting style to match the audience and situation. Communicates complex ideas clearly, confidently, fluently and articulately, both verbally and in writing.

Business and Commercial Acumen

Understands and operates successfully in a commercial environment and ensures sound commercial principles are applied with discernment to all aspects of the area of responsibility.

Strategic Focus

Maintains a clear sense of strategic direction within organisational context. Persistently builds and sustains momentum and direction in a challenging environment.

Professional & Technical Knowledge

Demonstrates in-depth knowledge in economic and social development with a district-wide perspective. Demonstrated ability in progressing projects from concept to readiness.

This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. Employees can therefore expect to undertake other duties in addition to those identified. Employees are also required to align their behaviours with our workplace principles. Reviewed: Jan 2020.

PD Drought Support Officer January 2020

Page 2 of 3



Essential Selection Criteria

1. Previous experience working in a similar Project Management, Project Officer or Facilitation role.
2. Previous experience in grant writing and administration, event management and community engagement
3. Knowledge and experience working with rural communities.
4. Sound interpersonal and communication skills.
5. Ability to work independently and within a team environment and to make a positive contribution to that team.
6. Working knowledge of computer software.
7. A current "C" Class Driver's Licence.

Desirable Selection Criteria

1. Recognised tertiary qualification in Marketing, Business Management, Event Management or similar.

CERTIFICATION AND ACKNOWLEDGEMENT OF THE POSITION AS DESCRIBED

I understand and will perform the tasks/responsibilities required of the position and confirm that I have no injury, disability and/or value which will prevent me from undertaking the job to the performance standard required by council.

Name of Supervisor/Manager
(please print)

Name of Incumbent
(please print)

Signature of Supervisor/Manager

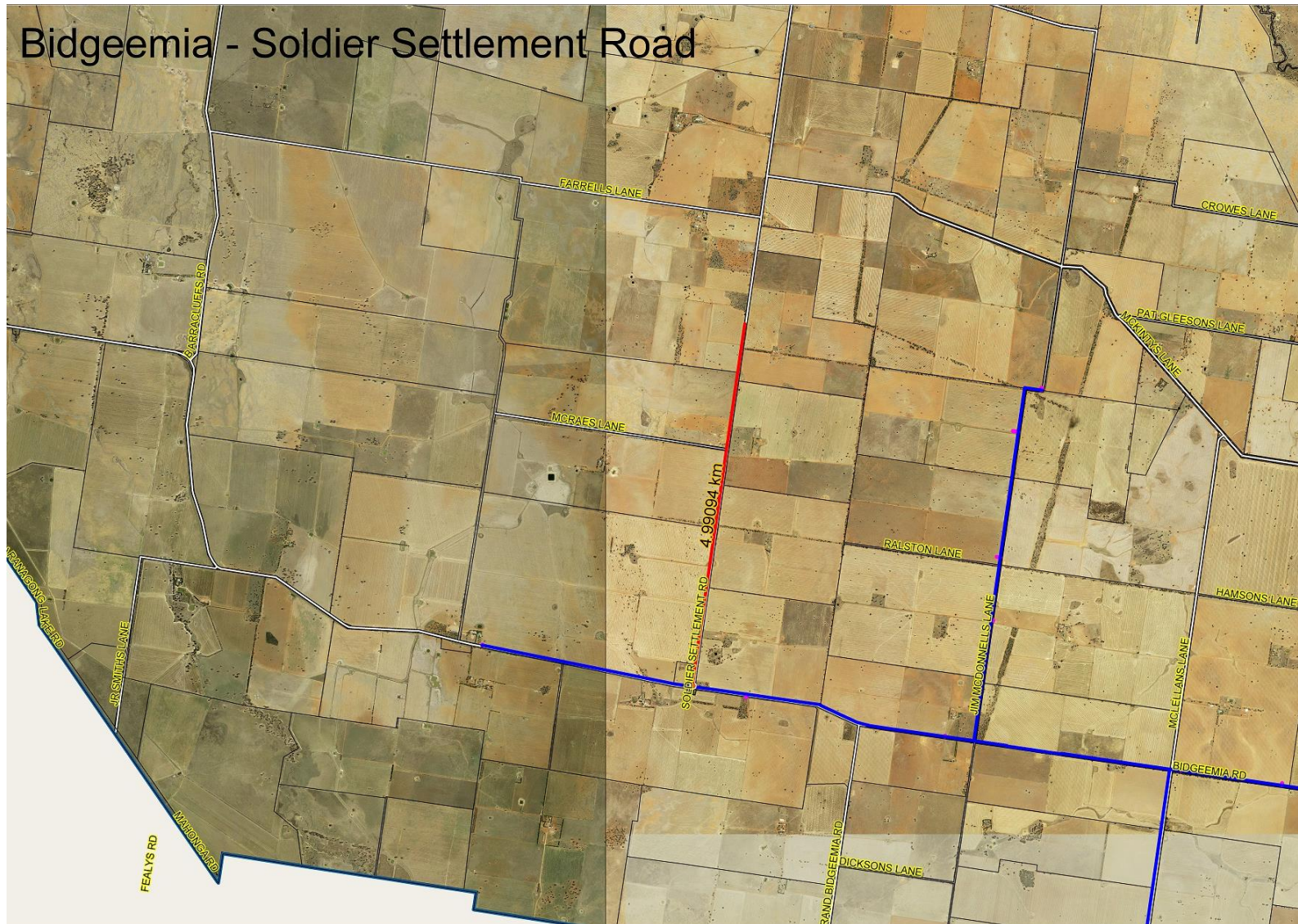
Signature of Incumbent

Date

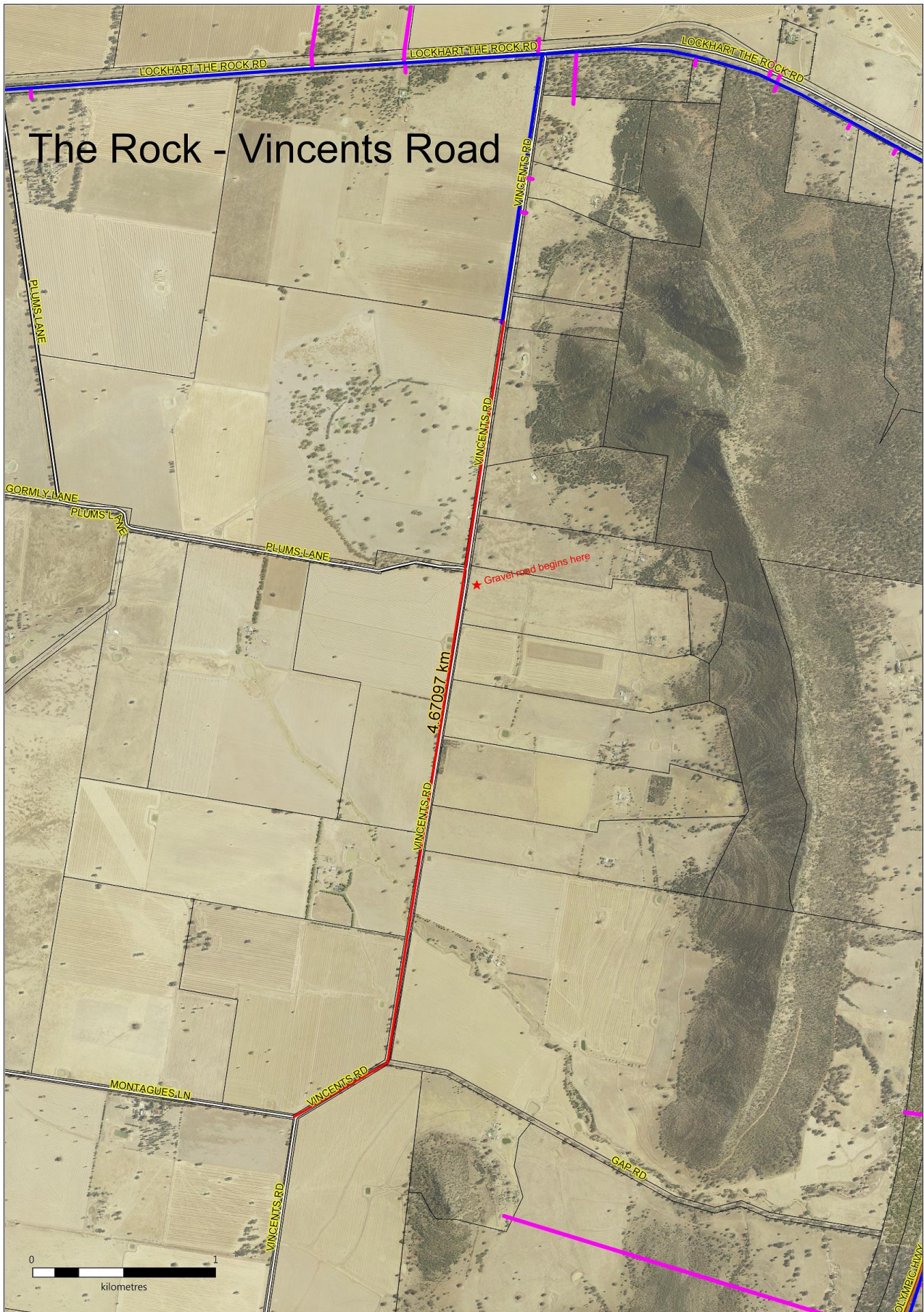
Date

This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. Employees can therefore expect to undertake other duties in addition to those identified. Employees are also required to align their behaviours with our workplace principles. Reviewed: Jan 2020.

Attachment 2. – Maps of the proposed extension of the reticulated water supply



This is page 25 of the Business Paper of the Ordinary Monthly Meeting of the Lockhart Shire Council held in the Council Chambers, Green Street, Lockhart – 3 February 2020.



Attachment 3. – Scope of Works for the provision of footpaths and disability access in the Shire

Attachment

4. Footpaths and disability access in Shire

LOCKHART

Road	From	To	Description of Works	Justification	Estimated costs
Halliday Street	Laneway	Riv Restorations	Replace current footpath	Footpath/access broken up - Potential trip hazard	\$5,720
Drummond Street	Halliday Street	Matthew Street	Construct 2m wide shared path	Request from Progress Association - No path	\$55,900
Drummond Street	Halliday Street	Matthew Street	Construct 2 pram ramps outside school	Replacement of current pram ramp - Compliance	\$6,000
Drummond Street	Drummond Street	Matthew Street	Construct 2 pram ramps at intersection	Replacement of current pram ramp - Compliance	\$6,000
Hebden Street	Hebden Street	Matthew Street	Construct 2 pram ramps at intersection	Replacement of current pram ramp - Compliance	\$8,000
Matthew Street	Drummond Street	Hebden Street	Construct 2 m wide shared path	Request from Progress Association - No path	\$30,680
Green Street	Green Street	Urana Street	Construct pram ramps both sides	Improve disabled access - No ramps	\$6,000
Green Street	Green Street	Urana Street	Install pavers in front of museum	Request from Historical Society - Improve legibility	\$5,500
Green Street	Green Street	Urana Street	Construct new kerb & gutter	Replacement of current kerb & gutter	\$1,540
Green Street	Green Street	Urana Street	Construct new dish drain	Replacement of current dish drain	\$1,600
Matthew Street	Matthew Street	Laneway	Construct 2 pram ramps at intersection	Improve disability access	\$6,000
					\$132,940

THE ROCK

Road	From	To	Description of Works	Justification	Estimated costs
Mixner Street (West)	Wilson Street	70m North	Construct 2m wide shared path	Continuation of the shared path at swimming pool - No path	\$18,200
Mixner Street (East)	Wilson Street	Urana Street	Construct 2m wide shared path	Linking swimming pool to main street (Urana Street) - No path	\$30,160
Urana Street	Mixner Street	Bowling Club footpath	Replace current narrow footpath with 2m wide shared path	Narrow footpath	\$14,820
Wilson Street	Wilson Street	Mixner Street	Construct pram ramps on both sides	Linking proposed shared path	\$6,000
Urana Street	Mixner Street	Urana Street	Replace existing pram ramp	Replacement of current pram ramp - Compliance	\$3,000
					\$72,180
TOTAL					\$205,120

Map: PROPERTY INFO



This is page 28 of the Business Paper of the Ordinary Monthly Meeting of the Lockhart Shire Council held in the Council Chambers, Green Street, Lockhart – 3 February 2020.



2. EMERGENCY ACCOMMODATION FOR BUSH FIRE EVACUEES

(GM/E23-005)

Executive Summary

Emergency accommodation was provided at the Lockhart Caravan Park to two families with children evacuated from Tumbarumba during the recent bush fire emergency.

Report

Council is advised that emergency accommodation was provided at the Lockhart Caravan Park to two families evacuated from Tumbarumba during the recent bush fire emergency for a period of approximately 10 days. The families were unable to be accommodated at the designated evacuation centres in Wagga Wagga.

In view of the circumstances the normal caravan park fees were not charged. The families also received other forms of assistance from the Red Cross and other local community groups and individuals.

Integrated Planning and Reporting Reference

A2 - Ensure that Lockhart Shire is well prepared to respond to adversity.

Legislative Policy and Planning Implications

Whilst Council can provide financial assistance pursuant to Section 356 of the Local Government Act this matter has been approached on the basis of providing emergency accommodation in response to a current bush fire emergency rather than the provision of financial assistance.

Budget and Financial Aspects

The two cabins provided to the evacuees were unoccupied and not subject to forward bookings and therefore no income has been foregone as a result.

Attachments

Nil.

Recommendation: That Council endorse the action taken to provide emergency accommodation at no cost to two families evacuated from their homes as a result of the recent bush fire emergency.

Notes:

3. POLICY 1.25 AUSTRALIAN CITIZENSHIP CEREMONIES – DRESS CODE

(GM/C70-025)

Executive Summary

A new version of the Australian Citizenship Ceremonies Code was issued in September 2019 by the Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs.

In accordance with the new Code, individual councils are required to establish a dress code for ceremonies that reflects the significance of the occasion and provide a copy of the dress code to the Department of Home Affairs.

Report

Council does not have a formal dress code for conferees and attendees at citizenship ceremonies. The requirement for a dress code has not been considered an issue for Council with only five ceremonies being held in the past four years.

Nevertheless, the Council has now been requested by the Department of Home Affairs to provide a copy of Council's dress code in accordance with the new Australian Citizenship Ceremonies Code issued by the Minister. Accordingly, a draft dress code has been prepared in the form of a Council policy for Council's consideration and a copy is attached.

Integrated Planning and Reporting Reference

A3 - People of all ages, abilities, and backgrounds participate in community life.

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

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

Legislative Policy and Planning Implications

It is a requirement of the new Australian Citizenship Ceremonies Code issued in September 2019 by the Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs, that individual councils establish a dress code for ceremonies and provide a copy of the dress code to the Department of Home Affairs.

Budget and Financial Aspects

Nil.

Attachments

1. Policy 1.25 Australian Citizenship Ceremonies Dress Code.

Recommendation: That Policy 1.25 Australian Citizenship Ceremonies Dress Code, as presented, be adopted and that a copy of the Policy be forwarded to the Department of Home Affairs.

Notes:

Attachment 1.- Policy 1.25 Australian Citizenship Ceremonies Dress Code

Policy 1.25 AUSTRALIAN CITIZENSHIP CEREMONIES – DRESS CODE

POLICY TITLE: AUSTRALIAN CITIZENSHIP CEREMONIES – DRESS CODE

FILE REF: N05-005

EXPIRY DATE: FEBRUARY 2023.

POLICY OBJECTIVE

The purpose of this Policy is to establish a dress code for attendees at citizenship ceremonies that reflects the significance of the occasion and in compliance with the Australian Citizenship Ceremonies Code issued by the responsible Minister.

POLICY STATEMENT

Lockhart Shire Council understands that Australian citizenship ceremonies are an important step in fulfilling the legal requirements prescribed by the Citizenship Act and Australian Citizenship Regulation.

Lockhart Shire Council also appreciates that citizenship ceremonies provide an important opportunity to formally welcome new citizens as full members of the Australian community.

To reflect the significance of the occasion, citizenship ceremonies should be formal and meaningful occasions conducted with dignity and respect. They should be designed to impress on conferees the responsibilities and privileges of Australian citizenship.

DRESS CODE

Attendees at citizenship ceremonies are encouraged to wear smart, casual attire which reflects the significance of the occasion.

National/traditional/cultural dress is welcomed to be worn, however the following should not be worn at citizenship ceremonies:

- Beach wear including swimwear of any kind.
- Singlets or tank tops.
- Shirts and jackets containing offensive motifs.
- Overly torn clothing items.

Appropriate footwear must be worn by all attendees. Attending a citizenship ceremony with bare feet is not acceptable.

*Adopted by Council xxxxxx
Refer minute xx/20*

STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

Nil.

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

4. SOUTHERN REGIONAL PLANNING PANEL

(GM/I13-005)

Executive Summary

Council is required to nominate its representatives on the Southern Regional Planning Panel.

Report

Council has received Development Application No 29/20 relating to the Lockhart Renewable Energy Project (solar farm and battery storage). The preparation of the Development Application and supporting documentation, including Environmental Impact Statement, forms part of Stage 1 of the Lockhart Renewable Energy Project for which funding has been provided by the Australian Government under the Community Development Grants program.

This aspect of the project is declared to be Regionally Significant Development because it involves electricity generating works with a capital investment value of more than \$5 million. The consent authority for the development application is therefore the Southern Regional Planning Panel, and not the Council.

Pursuant to Section 2.13 of the Environmental Planning and Assessment Act 1979, a regional planning panel is to consist of the following 5 members:

- a) 3 members appointed by the Minister (the State members),
- b) 2 nominees of an applicable council (the council nominees) who are councillors, members of council staff or other persons nominated by the council.

At least one of the council nominees of a regional planning panel is to be a person who has expertise in at least one area of planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism. Each person is to be nominated by the Council.

Development Application No 29/20 has now been formally referred to the Secretary of the Southern Regional Planning Panel who will be required to schedule a meeting of the Panel to consider the application.

According to the Panel's records, the Council's current nominated members, as listed below, have expired. In any case three of the four nominated members are no longer affiliated with the Council.

- Cr Peter Yates (permanent member);
- Cr Rodger Schirmer (alternate member);
- Mr Robert Crawford (permanent member);
- Mr David Webb (alternate member).

Accordingly, it is necessary for Council to update its nominees. Bearing in mind that at least one of the council nominees of a regional planning panel is to be a person who has expertise in at least one area of planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism, the following nominations are proposed for Council's consideration:

- Cr Rodger Schirmer (Mayor) - permanent member;
- Cr Greg Verdon (Deputy Mayor) - alternate member;
- Mr Johan Louw (Director Engineering and Environmental Services) - permanent member;
- Mr Peter Veneris (General Manager) - alternate member.

Integrated Planning and Reporting Reference

C1 - Where practical improve the energy efficiency of Council buildings.

C1 - Develop and implement a strategy that works towards Lockhart Shire being carbon neutral.

C1 - Investigate programs and initiatives that promote renewable energy options for households and industry.

Legislative Policy & Planning Implications

Section 4.5 of the Environmental Planning and Assessment Act 1979 states that the Consent Authority, in the case of Regionally Significant Development, is a regional planning panel for the area in which the development is going to be carried out.

Clause 20 (1) of State Environmental Planning Policy (State and Regional Development) 2011 states that development specified in Schedule 7 is declared to be Regionally Significant Development for the purposes of the Act. Developments specified in Schedule 7 include:

“5. Private Infrastructure and community facilities over \$5 million

Development that has a capital investment value of more than \$5 million for any of the following purposes: -

*(a) Air transport facilities, **electricity generating works**, port facilities, rail infrastructure facilities, road infrastructure facilities, sewerage systems, telecommunications facilities, waste resource management facilities, water supply systems, or wharf or boating facilities.”*

Budget & Financial Aspects

Development application fees totalling \$31,470 have been paid. Whilst Council is not the consent authority for the development application relating to the renewable energy project, Council’s planning officers are responsible for assessing the application and providing a report and recommendation to the Regional Planning Panel.

Attachment

Nil.

Recommendation: That Council nominate the following persons for membership of the Southern Regional Planning Panel:

- Cr Rodger Schirmer (Mayor) - permanent member;
- Cr Greg Verdon (Deputy Mayor) - alternate member;
- Mr Johan Louw (Director Engineering and Environmental Services) - permanent member;
- Mr Peter Veneris (General Manager) - alternate member.

Notes:

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

5. ENGINEERING AND ENVIRONMENTAL SERVICES REPORT

(DEES/T10-005)

Executive Summary

Monthly report on engineering and environmental services matters.

Background Information

- a) **Works:** Grading and minor gravelling of unsealed roads has continued in accordance with the 12-month programme.

Sealing of Western Road has been completed with batters and signage to be completed by early February 2020.

Commenced Henty - Pleasant Hills Road rehabilitation works. Seal to be completed in early February 2020.

Approximately 5 kilometres of Urana Road shoulder widening works are completed to date. The Pugmill is providing consistent material.

Culverts on Flood Detour Road have been installed and the major culvert crossing on Urana Road is expected to be completed early February. Works at Urana Road and Narrandera Road are to commence once Transport for NSW have approved designs.

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

- b) **Major Projects:** Council is currently undertaking a number of major projects and the status of each of these is as follows:

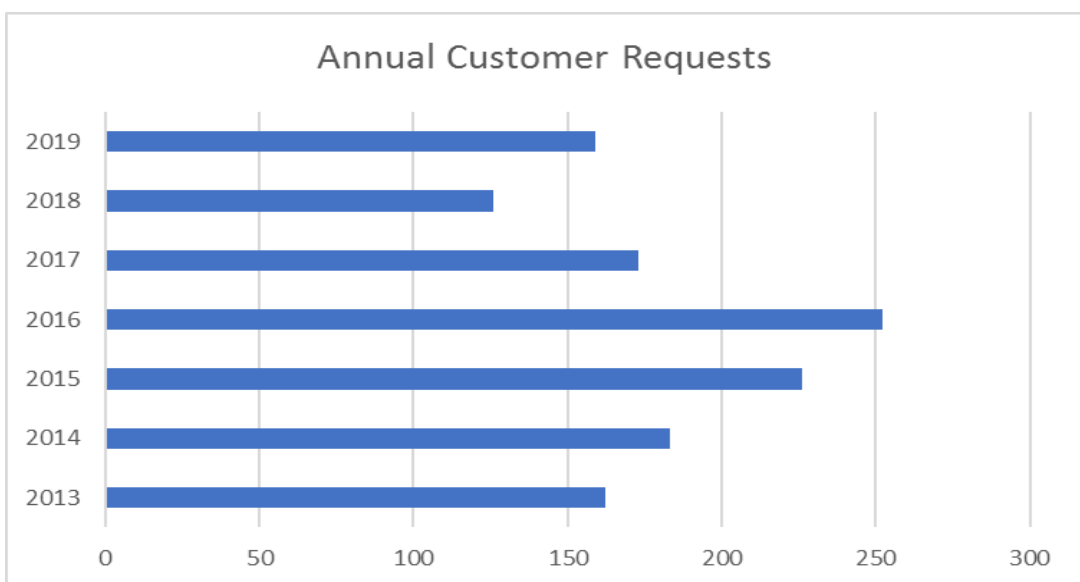
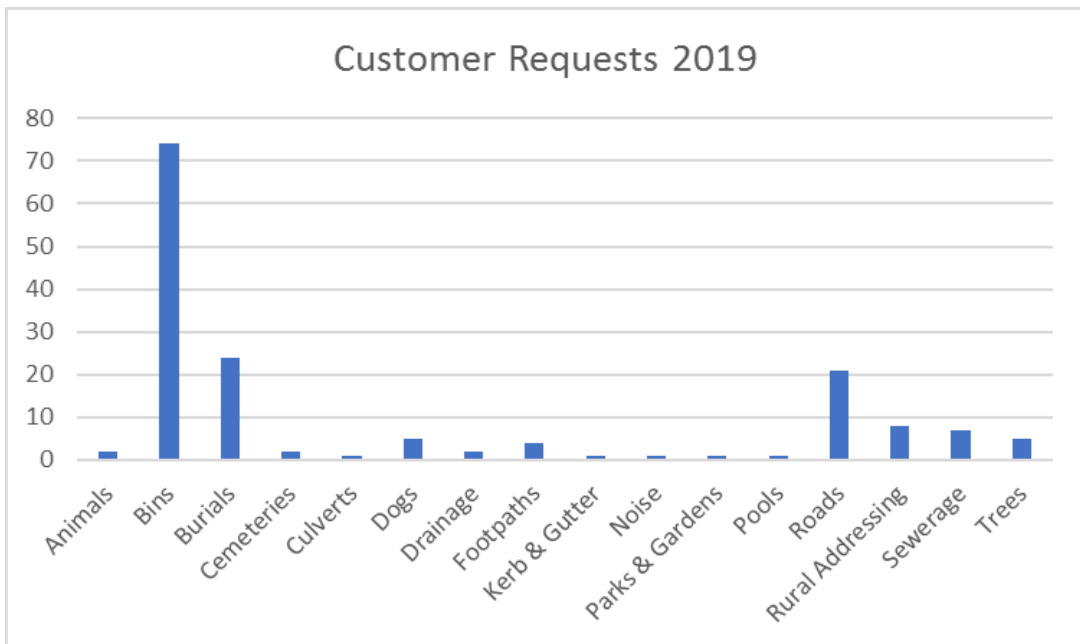
Demolition of Voluntary Purchase Properties: Council has been successful with its grant application to continue the Voluntary Purchase of properties in Lockhart for the next three years, commencing 1 July 2019. Council has secured another property and settlement has been completed. Work has commenced with quotes being obtained from several demolition companies.

Flood Mitigation Construction - Lockhart: Council has been successful with the grant application for Stage 2 flood mitigation works in Lockhart, being the drainage system east of the Industrial Park. Council has engaged Mitchell Constructions (NSW) P/L to undertake the project, who have now completed the main drain component of the project. The installation of new culverts on Albury Road and The Rock-Lockhart Road are completed. Staff are continuing to work with John Holland Rail regarding finalising the approval for the culverts under the branch line, along with the culverts as part of the Flood Detour Road upgrade. The rail culverts are scheduled to be completed in February 2020.

Flood Mitigation Construction - The Rock: Council's grant application has been approved for Stage 2 flood mitigation works at The Rock, being the drainage works along Nicholas, Yerong and Urana Streets. Work is expected to start in early 2020. Council are required to submit a work plan to the funding body. This is currently being drafted by Council's Project Officer. A review of the GHD Construction Budget Estimate indicates that the total project costs will exceed the current budget. After discussions with the Office of Environment and Heritage (OEH) it is proposed to seek tender prices for the proposed works which will then be presented to OEH and Council for consideration.

- c) **Road Safety:** The Road Safety Officer is continuing with the safety audit of roads within the Shire. The audit will form the basis of Council's Strategic Road Safety Plan and will be used for grant applications in the future. A Road Safety Officer (RSO) Steering Committee Meeting is scheduled for Wednesday, 2 February 2020.

- d) **Traffic Committee:** ANZAC Day commemorations, The Rock – referred to Traffic Committee, awaiting response from Transport for NSW regarding the proposed Traffic Control Plan.
- e) **Lockhart Local Emergency Management Committee:** Next LEMC meeting is scheduled for February 2020.
- f) **Fleet:** Orders have been placed for all the plant replacement in accordance with the adopted 2019/20 budget. The remaining plant is due to be delivered in early 2020.
- g) **Customer Requests:** Engineering and Environmental Services received 159 customer requests in 2019. Almost half of these requests related to rubbish bins, mainly in response to Council's enforcement of its collection policy. About 10% of customer requests received in 2019 are outstanding, with about half of these related to roads.



h) **Biosecurity and Environment:**

Property Inspections

Inspections were carried out in December 2019/January 2020 on residential, rural and commercial properties, which were selected due a change in ownership or to assess the implementation of control measures. The weeds most commonly found were Horehound (*Marrubium vulgare*), Cape broom (*Genista monspessulana*), St John's wort (*Hypericum perforatum*), and Sweet Briar (*Rosa rubiginosa*).

No. 1 st Inspections	No. Re-inspections required	No.2 nd Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No.3 rd Inspections	No.4 th Inspections
6	0	4	0	0	2	0

Control Program

Priority has been given to the control of St John's wort (*Hypericum perforatum*), Silverleaf nightshade (*Solanum elaeagnifolium*), St Barnaby's thistle (*Centaurea solstitialis*), Bathurst burrs (*Xanthium spinosum*), Blue heliotrope (*Heliotropium amplexicaule*), and Feathertop Rhodes Grass (*Chloris virgata*) on roadside reserves.

Riverina Regional Weeds Officers Meeting

Council's Environmental Officer attended the Riverina Regional Weeds Officers Meeting at Narrandera on 3 December 2019. The purpose of the meeting was to familiarise weeds officers with the 2020-2025 Weeds Action Program online grant application process.

Client Interaction and Defensive Tactics Training Course

On 11 and 12 December 2019, Council's Environmental Officer attended the Client Interaction and Defensive Tactics Training Course in Wagga Wagga, along with many other weeds' officers from the Riverina and the Murray. The course was designed to support weed inspectors in undertaking the functions, duties and powers of an authorised officer in a safe manner through developing tactical communication strategies and de-escalation techniques, and to enhance situation awareness.

Paterson's Curse

Following the reported increase of Paterson's curse populations in November 2019, Council's Environmental Officer proposes to contact the NSW Weed Biocontrol Taskforce to initiate the breeding, purchasing and release of Paterson's curse biological control agents next spring to combat the potential germination of this species.

i) **Parks and Gardens:**

Swimming Pools: The extreme smoky days caused some school rewards days to be rescheduled but the heat has been good for attendances. Lockhart's figures are on par with last year's at this stage, well up on pre-renovation numbers. The Rock's numbers were very similar to Lockhart's with an increase in both November and December of over a thousand patrons compared with last year. The Rock Pool hosted the Shire's Australia Day Celebration.

Inclusive Playground, The Rock Recreation Ground: Installation of playground equipment has been booked for 10 February with placement of rubber sofffall to follow shortly after. The BBQ, tables, benches and water fountain have been delivered.

Mowing and Slashing: The summer mowing schedule was completed with all urban areas mowed before Christmas. Further mowing of roadsides should not be required until late February/March. Irrigated areas will continue to be mowed at least fortnightly throughout the growth season.

Weed Control (within townships): Khaki and Cathead are being chipped and sprayed in known problem areas. Regular spraying and weeding of urban areas will continue throughout February.

Trees: Regular watering of street trees planted in the last two years will continue throughout summer.

- j) **Development Applications:** The following development applications were approved, with conditions, from 1 – 31 December 2019.

DA No	Development	Applicant	Site of Development
8/20	1200 sow farrow-to-finish piggery	KBM Farm	591 Dick Knobels Rd, Munyabla
17/20	Organics processing facility	Lockhart Shire Council	40 Tip Rd, Lockhart
26/20	Shipping container	Melissa Brownlee	11 Emily St, The Rock
28/20	Shipping container	Maureen Butt	28 Reid St, Lockhart

- k) **Other:** The Rock Triathlon 23/2/20 and Tolland Cycle Club 23/2/20 event were approved pending receipt of their approval from NSW Police.

Controlled Bus Network - The National Heavy Vehicle Regulator has been notified of approved roads.

Legislative Policy and Planning Implications

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

Integrated Planning and Reporting Reference

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

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

C2 – Flora and Fauna are protected across the Shire.

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

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

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

Notes:

6. VARIATION TO DEVELOPMENT CONTROL PLAN DA32/20

(MES/P25-005)

Executive Summary

Council received a written application for a variation to its DCP from the applicant for an increased shed height.

Report

To ensure that development positively responds to the character of the Shire's village areas, the Lockhart Shire Development Control Plan 2016 (DCP) sets in place development restrictions on development in residential and village areas, including building heights. Noting this, Council has received a development application for a new detached shed on a larger residential allotment at the western end of Lockhart.

As part of this application, the developer proposes a shed height of 3.20m to the gutter (0.10m above the permitted height) and a total shed height of 4.82m to the ridge (0.32m higher than what the DCP permits). A written application for a variation to the DCP from the applicant confirms that the increased shed height will allow for storage of a caravan and a tractor in the building (among other things). The shed is proposed to be set back 60 metres from the front boundary and 47 m from the eastern side boundary and is largely concealed when viewed from a western and southern aspect.

In determining this request Council needs to consider a number of variables which may influence the development.

Streetscape - The site of development is at the end of a cul-de-sac, is residential, and with frontage to Bond Street, being at the western end of town. The access to the property is from Bond St. Being a larger allotment with ample screening on the southern and western boundaries. The proposed shed is located next to an existing shed on the land which complies with the DCP objectives.

Precedence - Sheds on all adjoining allotments and within the immediate vicinity all comply with the height restrictions set by the Council DCP. Considering the size of the allotment the height of the shed does not stand out as such.

Objectives of the control requirements - The taller walls and pitched roof design clad with a low-reflective, pre-finished material is consistent in design with all existing buildings on the allotment hence it corresponds well without being dominating. Once, constructed, noise issues are unlikely as the building is for storage and existing services remain unaffected.

Aside from the building height restriction, a comprehensive assessment of the development application has not revealed any other issues that may appear problematic with respect to the natural or built environments.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Nil.

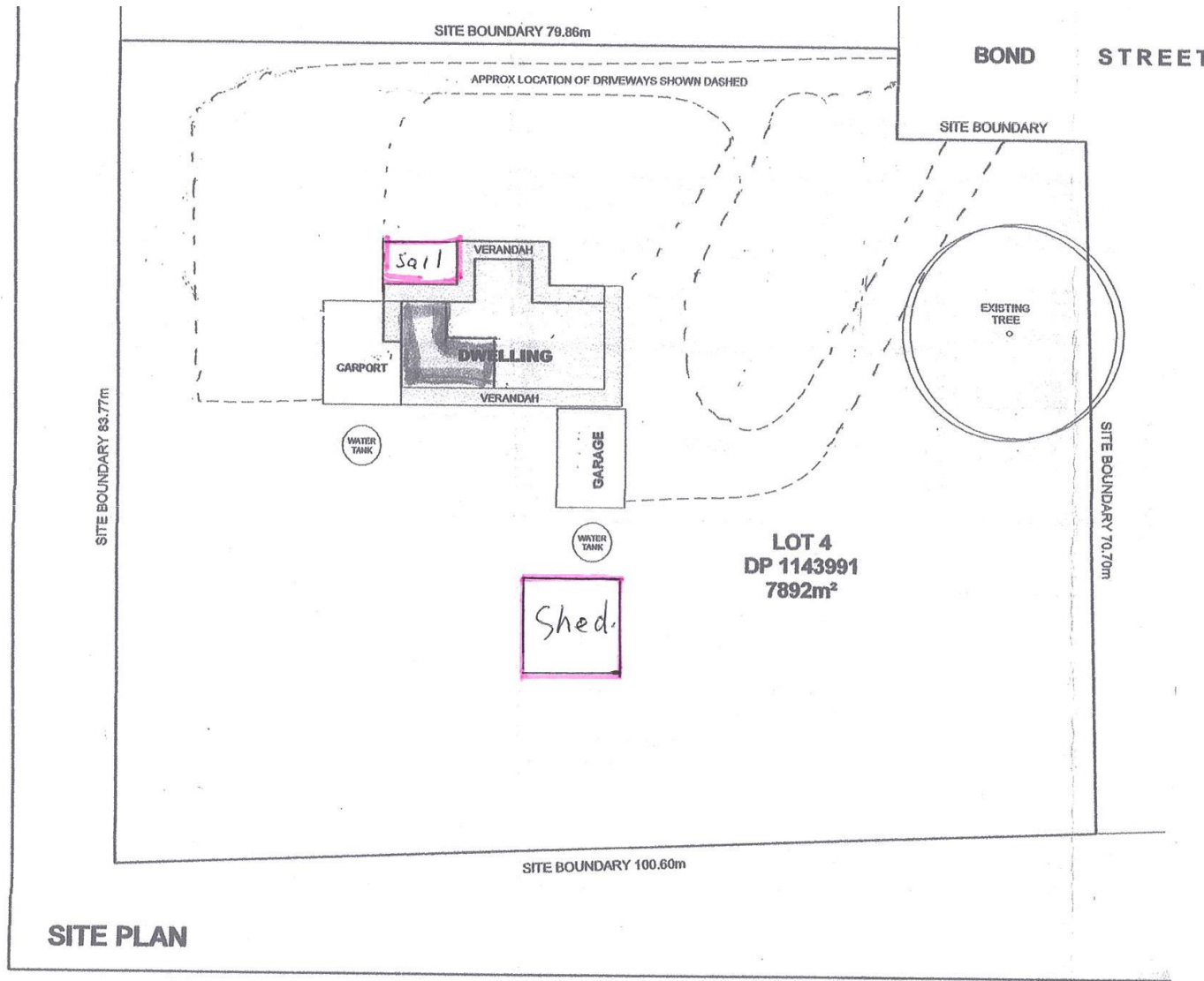
Attachments

1. Site Plan DA32/20.
2. Elevation Plan DA32/20.
3. Application for variation to DCP DA32/20.

Recommendation: That Council grant consent for a variation to the Lockhart DCP for development application DA32/20.

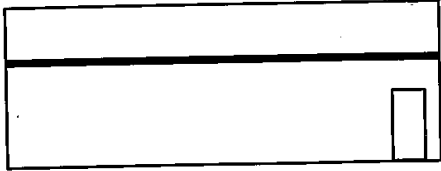
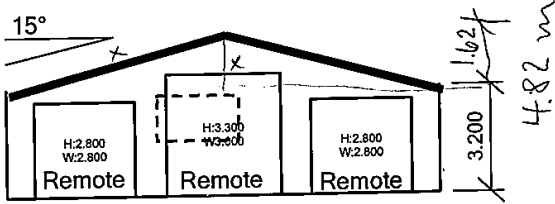
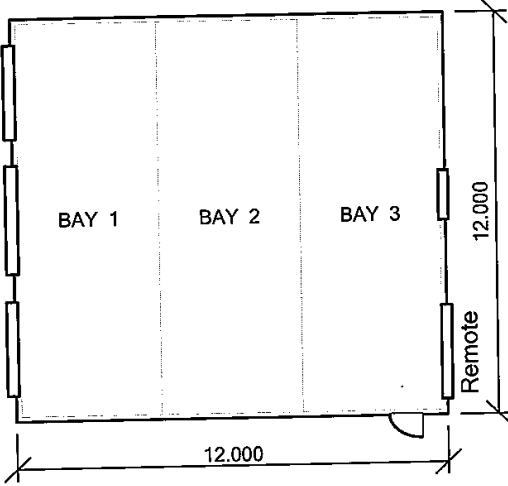
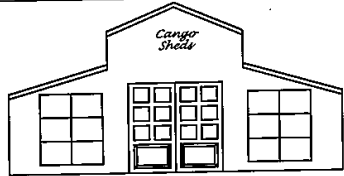
Notes:

Attachment 1. – Site Plan DA32/20



This is page 42 of the Business Paper of the Ordinary Monthly Meeting of the Lockhart Shire Council held in the Council Chambers, Green Street, Lockhart – 3 February 2020.

Attachment 2. – Elevation Plan DA32/20

8 / BASE : 240 : WIDE : 160 : HOLES C/C ; PUNCH : 35 , 135 4 / APEX : 137 : LONG : 35 , 102 .	TOMO:67 mm , JAYDE :40 mm , SCOOTER :10 mm 8 / EAVE PLATES : 200 long , 25,85,175,									
 <p>SIDE ELEVATION</p>	 <p>LEFT ELEVATION</p>									
 <p>PLAN</p>	 <table border="1" style="width:100%; margin-top: 5px;"> <tr><td style="padding: 2px;">WALL SHEETING: colour TBA</td></tr> <tr><td style="padding: 2px;">ROOF SHEETING: colour TBA</td></tr> <tr><td style="padding: 2px;">GUTTER TYPE: colour TBA</td></tr> <tr><td style="padding: 2px;">BARGE CAPPINGS: colour TBA</td></tr> <tr><td style="padding: 2px;">Roller Door : colour TBA</td></tr> <tr><td style="padding: 2px;">SIGNED BY OWNER.....</td></tr> <tr><td style="padding: 2px;">BATTENS :100 , POSTS :250</td></tr> <tr><td style="padding: 2px;">DESIGN AND SYSTEM BY CANGO SHEDS</td></tr> <tr><td style="padding: 2px;">SIGNED.....</td></tr> </table>	WALL SHEETING: colour TBA	ROOF SHEETING: colour TBA	GUTTER TYPE: colour TBA	BARGE CAPPINGS: colour TBA	Roller Door : colour TBA	SIGNED BY OWNER.....	BATTENS :100 , POSTS :250	DESIGN AND SYSTEM BY CANGO SHEDS	SIGNED.....
WALL SHEETING: colour TBA										
ROOF SHEETING: colour TBA										
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Roller Door : colour TBA										
SIGNED BY OWNER.....										
BATTENS :100 , POSTS :250										
DESIGN AND SYSTEM BY CANGO SHEDS										
SIGNED.....										
CANGOSHEDS FRAME LAYOUT	PAUL CREEK / 1	DATE: 06-DEC-19	ADDRESS: 7 Bond St , Lockhart , 2656							

Attachment 3. – Application for Variation to DCP DA32/20



LOCKHART SHIRE COUNCIL

85 Green Street LOCKHART NSW 2656 PO Box 21 LOCKHART NSW 2656
Ph: (02) 6920 5305 Fax: (02) 6920 5247 Email: mail@lockhart.nsw.gov.au
Website: <http://www.lockhart.nsw.gov.au>

File P25-010

Application for Variation to Development Control Plan

1.	DA No 32/20			
2.	Subject of Land: 7 Bond St, Lockhart			
House No	7	Street	Bond Street	
Town	LOCKHART 2656			
Lot	4	Section	DP	1143991

Information for the applicant

Notwithstanding any provisions of this DCP, other than those standards included in other legislation or are only permitted to be varied as development standards, Council may consider a variation to the DCP.

- Any application which seeks to vary a development control under Council's Development Control Plans (DCP) must be supported by a written request. Applicants should use this proforma to address any relevant matters.
- No guarantee can be given that the request will be supported. The nature of the variation will determine whether it can be determined under delegation or at a council meeting. You are strongly encouraged to design within the DCP controls.
- You may attach additional information to this form if there is insufficient room.

3. Details of the Development Control Plan proposed to be varied

Part proposed to be varied – (for example – part 2.2 residential and village development)

part 2.4 residential and village development – SHEDS IN VILLAGE AREAS

What control/s is/are proposed to be varied?

The maximum shed height of 4.50m is measured from ground level to the highest point of the shed. The proposed shed varies by 320mm and has a proposed height of 4.82m.

Why is/are the control/s unreasonable for the proposal?

We require a shed that is slightly higher than the Development Control Plan to enable access

for a full height caravan.

Modern caravans are up to 3.2 m high which requires an opening that is higher than a standard shed.

We also wish to shed our tractor and truck when we have them in town.

To get maximum door height with minimum roof height we are putting the doors in the gable end

rather than the gutter end.

How does the proposal meet the objectives of the above mentioned control?

Any other considerations?

The proposed maximum height is lower than the tree line between us and the neighbours.

The proposed height of our shed is lower than the roof height of some of our neighbours houses.

7. VARIATION TO DEVELOPMENT CONTROL PLAN DA33/20

(MES/P25-005)

Executive Summary

Council received a written application for a variation to its DCP from the applicant for an increased shed height.

Report

To ensure that development positively responds to the character of the Shire's village areas, the Lockhart Shire Development Control Plan 2016 (DCP) sets in place development restrictions on development in residential and village areas, including building heights. Noting this, Council has received a development application for a new detached shed on a larger residential allotment at the western end of the south side of The Rock.

As part of this application, the developer proposes a shed height of 4.70m to the gutter (1.60m above the permitted height) and a total shed height of 5.58m to the ridge (1.08m higher than what the DCP permits). A written application for a variation to the DCP from the applicant confirms that the increased shed height will allow for the storage of a vintage truck and trailer in the building (among other things). The shed is proposed to be set back 50 metres from the front boundary and 15 metres from the northern side boundary.

In determining this request Council need to consider a number of variables which may influence the development.

Streetscape - The site of development is at the southern end of Hill Street. Whilst the property is zoned RU5 village the zoning changes to RU1 Primary Production across the southern boundary without immediate neighbours. The access to the property is from Hill Street, and the shed will be easily visible from this perspective. The large allotment is bordered by remnant roadside vegetation, providing minimal screening.

Precedence - Most allotments in Hill Street are large properties and have ample trees to provide some screening to buildings, including sheds. Currently in Hill Street there are no existing sheds that match the larger dimensions of that proposed.

Objectives of the control requirements - The taller walls and pitched roof design clad with a low-reflective, pre-finished material which is consistent in design with all existing buildings on the allotment hence it corresponds well without being dominating. Once, constructed, noise issues are unlikely as the building is for storage and existing services remain unaffected.

Aside from the building height restriction, a comprehensive assessment of the development application has not revealed any other issues that may appear problematic with respect to the natural or built environments.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Nil.

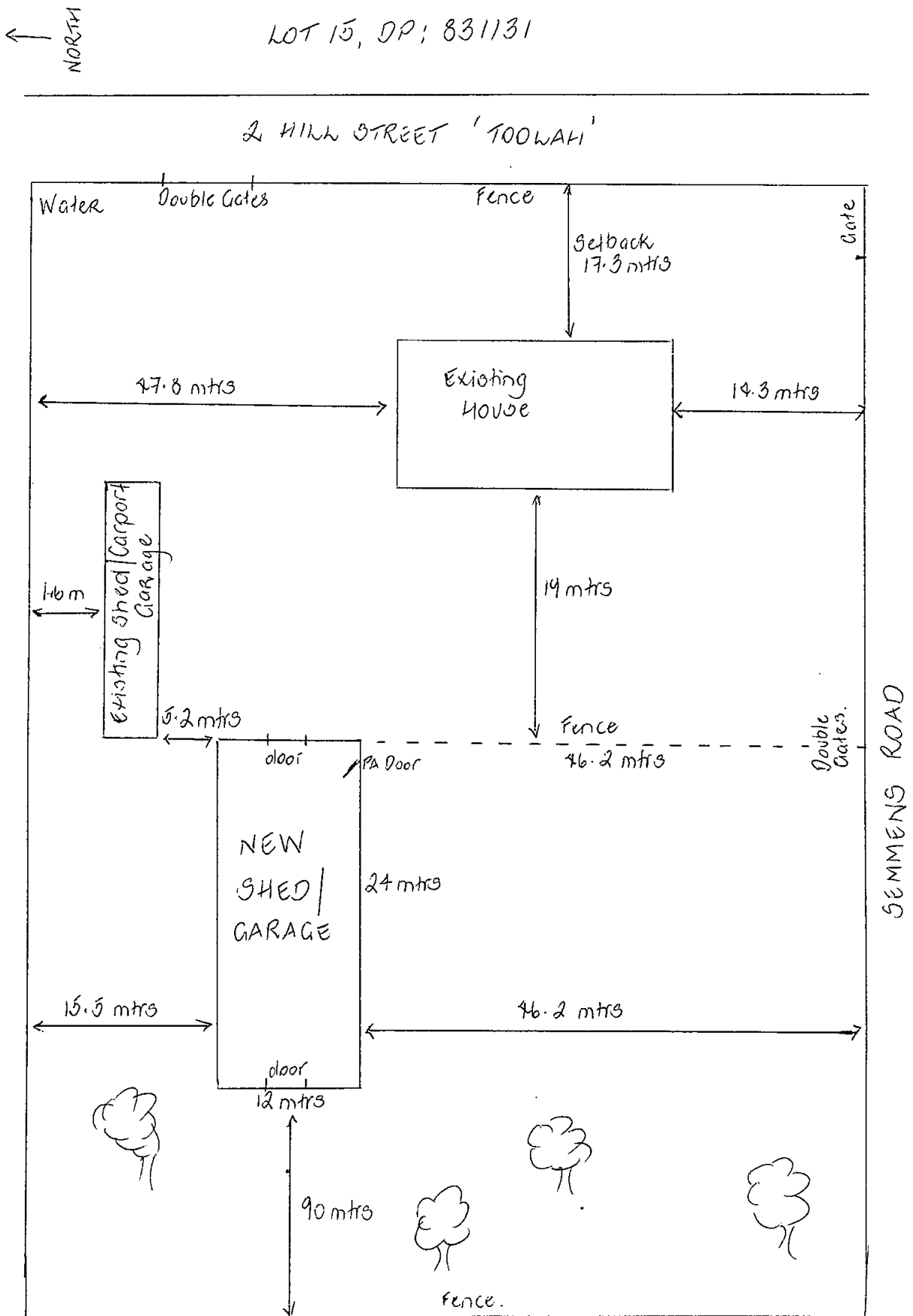
Attachments

1. Site Plan DA33/20.
2. Elevation Plan DA33/20.
3. Application for variation to DCP DA33/20.

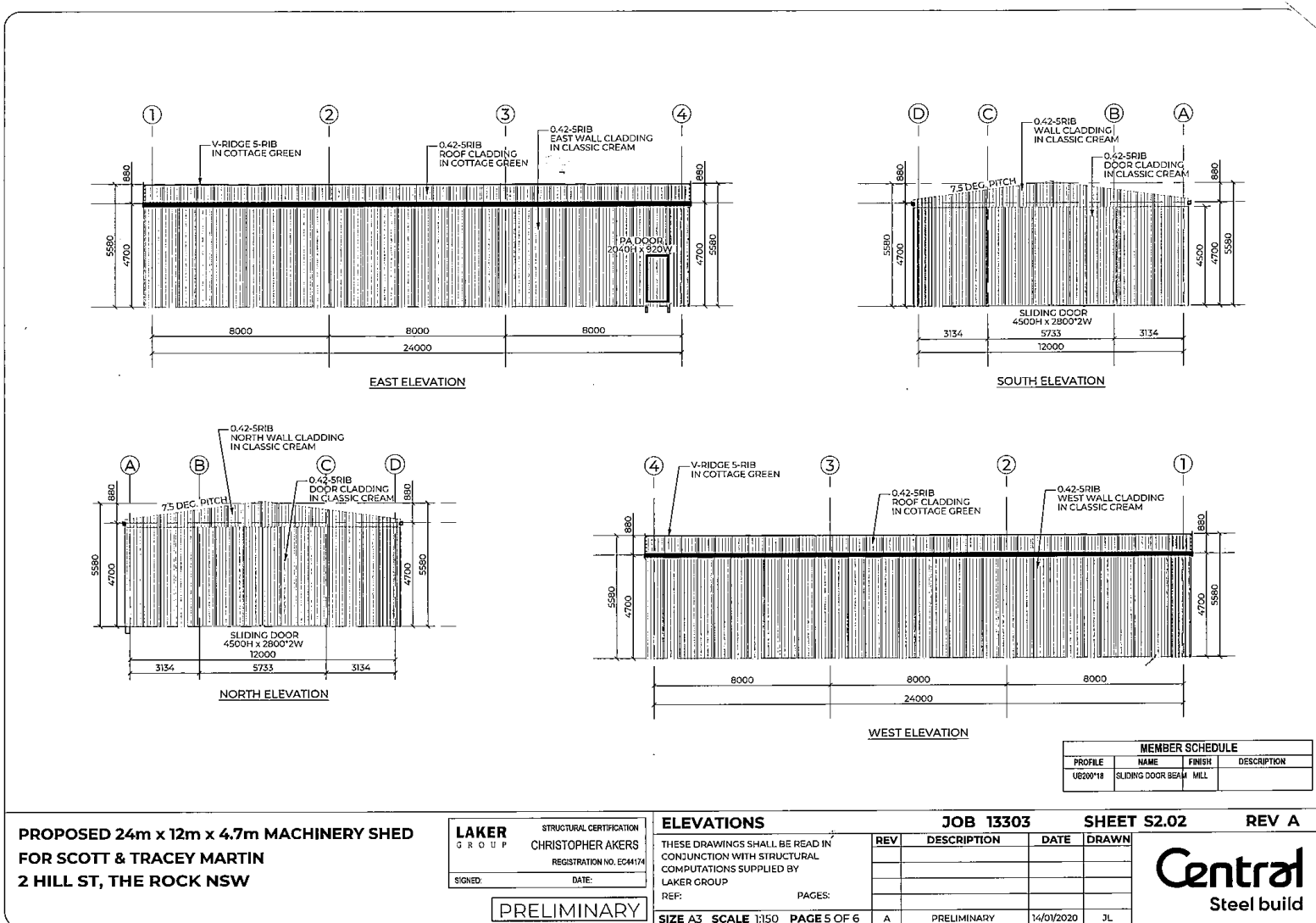
Recommendation: That Council grant consent for a variation to the Lockhart DCP for development application DA33/20.

Notes:

Attachment 1. – Site Plan DA 33/20



Attachment 2. – Elevation Plan DA33/20



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Attachment 3. – Application for Variation to DCP DA33/20



LOCKHART SHIRE COUNCIL

65 Green Street LOCKHART NSW 2656 PO Box 21 LOCKHART NSW 2656
Ph: (02) 6920 5305 Fax: (02) 6920 5247 Email: mail@lockhart.nsw.gov.au
Website: <http://www.lockhart.nsw.gov.au>

File P25-010, DA33/20

Application for Variation to Development Control Plan

1.	DA No 33/20				
2.	Subject of Land:				
House No	2	Street	HILL STREET		
Town	THE ROCK NSW 2655				
Lot	15	Section		DP	831131

Information for the applicant

Notwithstanding any provisions of this DCP, other than those standards included in other legislation or are only permitted to be varied as development standards, Council may consider a variation to the DCP.

- Any application which seeks to vary a development control under Council's Development Control Plans (DCP) must be supported by a written request. Applicants should use this proforma to address any relevant matters.
- No guarantee can be given that the request will be supported. The nature of the variation will determine whether it can be determined under delegation or at a council meeting. You are strongly encouraged to design within the DCP controls.
- You may attach additional information to this form if there is insufficient room.

3.	Details of the Development Control Plan proposed to be varied
-----------	--

Part proposed to be varied – (for example – part 2.2 residential and village development)

part 2.4 residential and village development – SHEDS IN VILLAGE AREAS

What control/s is/are proposed to be varied?

*The height of the shed in residential areas is to be a maximum of 3.10m measured from the finished ground level to the top of the gutter and 4.50m measured from the finished ground level to the highest point of the shed. **The proposed shed has a wall height of 4.70m and a total height of 5.58m.***

Why is/are the control/s unreasonable for the proposal?

The purpose built shed/garage is to store a vintage truck and trailer, each with a height of 4.5 metres. A small allowance of only 0.2 metres has been allowed for the wall height of 4.7 metres.

The intended shed/garage is not in a "village area" as such, but a 4.5 acre property, at the end of the street, on the outskirts of town.

How does the proposal meet the objectives of the above mentioned control?

By allowing a wall height of 4.7 metres and a total height of 5.58 metres, our vintage truck and trailer can be stored out of our harsh weather conditions, preserving both our truck/trailer and our transport heritage/history.

Any other considerations?

This vintage truck and trailer (both 34 years old) are heavily involved in fund-raising activities for various charities.

We are members of The Rock Historical Vehicle Club Inc. and attend many local events (at Kenty, Lockhart, The Rock) with our vintage truck and trailer.

Whilst we are attending shows, convoys and other fund-raising for charity activities, we are promoting our home town of The Rock and our shire of Lockhart.

This proposal is on the outskirts of town, with very few neighbours.

It will not impact the nearest residences' view or privacy.

We do not classify our property as a "village area". It is a 4.5 acre property at the end of the street.

STRATEGIC DIRECTION E: Strong Leadership and Governance

8. INVESTMENT AND BANK BALANCES REPORT – 31 DECEMBER 2019 (DCCS/F10-010)

Executive Summary

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

Report

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

Cash at Bank

Opening Combined Cashbook Balance		1,611,444.14
Add: Total Receipts		
	Rates	130,694.68
	Debtors	34,523.95
	Interest	5,715.76
	Return of Investment	500,000.00
	Sale of Carson Road Land	6,900.00
	Macquarie DEFT Transfer	500,000.00
	Miscellaneous (DA Fees \$40,920)	72,379.78
	Sale of Plant	17,499.83
	Statecover Health & Wellbeing Incentive Rebate	13,341.41
		1,281,055.41
Less: Total Payments		2,133,802.79
	New Investments	1490-3015-0001
Closing Combined Cashbook Balance		<u>758,696.76</u>
Closing Bank Statement Balance	Bendigo Bank	184,794.08
	Macquarie Bank	48,099.66
	Bendigo Bank-Prichard Trust	31,667.23
		264,560.97
Add: Outstanding Deposits		1,090.00
		265,650.97
Less: Outstanding Cheques		6,954.21
Closing Combined Cashbook Balance		<u>258,696.76</u>

Investments:	Interest Rate per Annum	Amount Invested	% of Total
AMP RIM	1.90	250,000.00	4.55
AMP/RIM	1.75	500,000.00	9.09
AMP/RIM	1.75	500,000.00	9.09
Bankwest	1.50	500,000.00	9.09
Bankwest	1.45	400,000.00	7.27
Bankwest	at call	500,000.00	9.09
BENDIGO	1.60	250,000.00	4.55
BENDIGO	1.70	500,000.00	9.09
Bendigo	1.55	400,000.00	7.27
NAB	1.72	500,000.00	9.09
NAB	1.72	500,000.00	9.09
NAB	1.72	500,000.00	9.09
T Corp	at call	200,000.00	3.64
		<u>5,500,000.00</u>	100%

General Ledger Balances as at Month End

FUND	AMOUNT
General (PTD)	1490-3000-0000 38,046.05
Combined Sewerage	8490-3000-0000 188,983.48
Trust Fund	9991-3000-0000 31,667.23
	258,696.76
TOTAL FUNDS HELD ARE:	<u>5,758,696.76</u>

Integrated Planning and Reporting Reference

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

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

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

Legislative Policy and Planning Implications

Local Government Act 1993 Section 625 Investments.
Local Government (General) Regulation Clause 212.

Budget and Financial Aspects

Council's 2019/20 Operational Budget has forecast a total of \$165,000 income from interest on investments, being split between General Fund of \$145,000 and Sewer Fund of \$20,000. For the period of July 2019 to December 2019, the average end of month balance of funds invested has been \$6.48 million and the average return on invested funds has been 1.80%. Council's budgeted income on investments was adjusted down to a total of \$135,000 for the July-Sept 2019 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 the Local Government (General) Regulations 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 annual audit of Council's Financial Statements and each Quarterly Budget Review.

Recommendation: That:

- a) The December 2019 Investment and Bank Balances Report be received and noted.
- b) The Responsible Accounting Officer Statement be noted, and the report be adopted.

Notes:

9. QUARTERLY BUDGET REVIEW – DECEMBER 2019

(DCCS/F10-010)

Executive Summary

In accordance with the Local Government Act, 1993, a review of Council's Budget position as at 31 December 2019 is required to be undertaken and presented to Council and the public within two months of the review period ending.

Report

The 1 October to 31 December 2019 Quarterly Budget Review is unable to be finalised in time to be included in the agenda.

The Quarterly Budget Review to 31 December 2019 will be provided under separate cover prior to Council meeting.

Commentary

The February meeting date first changed in 2016. Since 2016 the February date has been:

- 2016 Monday 8 February (2nd Monday as 1st February was Monday).
- 2017 Monday 6 February (1st Monday).
- 2018 Monday 5 February (1st Monday).

With the February meeting being brought forward since 2016 it has created pressure with timelines in producing the Quarterly Budget Review for December. The six month review of Council's budget position needs to be detailed and thorough.

Holding the February meeting on the first Monday also makes it difficult for the monthly report on Investments as at 31 January to be completed in time and tabled at the February meeting.

A part of the rationale for bringing forward the February meeting in 2016 was the length of time between the December meeting and the third week of February being considered too long, given that no meeting is held in January.

Accordingly, Council may wish to consider amending its Code of Meeting Practice so that the February meeting is scheduled to be held on a date that provides more time for the preparation of the 31 December Quarterly Financial Review and the 31 January report on investments.

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

The Quarterly Budget Review for December 2019 will be provided under separate cover prior to Council meeting.

Attachments

Nil.

Recommendation: That a further report be tabled at a forthcoming Council meeting regarding a review of Council's Code of Meeting Practice.

Notes:

10. 2020/21 OPERATIONAL PLAN AND BUDGET

(GM/I13-005)

Executive Summary

The purpose of this report is to adopt a timetable for the preparation of Council's 2020/21 Operational Plan and Budget.

Report

Council is required to have its Operational Plan adopted before the beginning of each financial year which details the activities to be engaged in by the Council during the year as part of the Delivery Program covering that year.

The Operational Plan must include a statement of the Council's Revenue Policy for the year covered by the Operational Plan.

Prior to adopting the Operational Plan by 1 July, the Council must prepare a draft Operational Plan and give public notice of the draft indicating that submissions may be made to the Council at any time during the period (not less than 28 days) that the draft is to be on public exhibition.

During the period of public exhibition, the Council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft Operational Plan applies.

It has also been the practice in recent years to undertake a bus tour of the Shire and to convene budget workshops as part of the budget preparation process. Bearing in mind that we are coming to the end of the current term of office, it may be considered more appropriate for a bus tour to be arranged for the newly elected Council after September 2020 as part of a review of the Community Strategic Plan.

In order to ensure that Council meets the legislative deadlines for adoption of the 2020/21 Operational Plan, and having regard to Council's current meeting cycle, the following timeline is proposed for Council's consideration:

Date	Description
Date to be determined	Bus tour of the Shire (if required).
16 March 2020	Councillor Workshop – Consideration of major projects and "wish lists" for inclusion in draft Budget and Operational Plan.
20 April 2020	Councillor Workshop – Consideration of draft Budget and Operational Plan.
18 May 2020	Ordinary Council Meeting – Draft Budget and Operational Plan tabled for endorsement to place on public exhibition.
19 May - 15 June 2020	Public Exhibition – Draft Budget and Operational Plan on public exhibition.
15 June 2020	Ordinary Council Meeting – Draft Budget and Operational Plan tabled for adoption.

Integrated Planning and Reporting Reference

E1 – Advocate and prepare for the long term sustainability of our Shire.

E1 – Continue to enhance sound financial management policies and practices.

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

Legislative Policy & Planning Implications

In order to comply with the legislative deadlines contained in the Local Government Act, and having regard to Council's current meeting cycle, it will be necessary to endorse a Draft Budget and Operational Plan for public exhibition at the May Ordinary Council meeting, and adopt the final version of the documents at the June Ordinary Council meeting after considering any submissions received.

Budget & Financial Aspects

The Draft Budget and Operational Plan will be prepared by Council officers within existing resources.

Attachments

Nil.

Recommendation: That Council endorse the timeline outlined in the report for the preparation of the 2020/21 Draft Budget and Operational Plan including the conduct of Councillor Workshops on 16 March and 20 April 2020.

Notes:

11. DELIVERY PROGRAM PROGRESS REPORT

(GM/I13-005)

Executive Summary

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

Report

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.

The report on the progress of the 2017-2021 Delivery Program and 2019-2020 Operational Plan for the period 1 July to 31 December 2019 is separately enclosed.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Not applicable.

Attachments

1. 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 2019-2020 Operational Plan for the period 1 July to 31 December 2019 be received and its contents noted.

Notes:

Questions and Statements

Nil.

Closed Session Agenda

There are no items listed for consideration by Council in Closed Session on 3 February 2020.