



BUSINESS PAPER

**of the
Ordinary Meeting
to be Held
19 June 2023**

**A workshop will be held, commencing at 4pm prior to the
Ordinary Meeting.**

**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

Acknowledgement of Country

*Lockhart Shire Council acknowledges the traditional custodians of the land,
the Wiradjuri people, and pays respect to Elders past, present and future,
and extends the respect to all First Nations Peoples in Lockhart Shire.*

Statement of Ethical Obligations

In accordance with Clause 3.21 of the Lockhart Shire Council Code of Meeting Practice councillors are reminded of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

Oath or Affirmation of Office

I will undertake the duties of the office of councillor in the best interests of the people of Lockhart Shire and the Lockhart Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

Webcasting of Council Meetings

Councillors, officers and visitors in the public gallery are advised that, in accordance with Clause 5.33 of the Lockhart Shire Code of Meeting Practice, the proceedings of Council meetings are recorded, and an audio recording of each Council meeting is made available on the Council's website.

ORDER OF BUSINESS

OPENING WITH A PRAYER

ACKNOWLEDGEMENT OF COUNTRY

STATEMENT OF ETHICAL OBLIGATIONS

WEBCASTING OF COUNCIL MEETING

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MAYORAL MINUTE

Nil.

REPORT ON MAYORAL & COUNCILLOR ACTIVITIES

To be presented at the meeting.

URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

COMMITTEE REPORTS

1. MINUTES OF THE TOURISM AND ECONOMIC DEVELOPMENT STEERING COMMITTEE HELD ON 7 JUNE 2023

Date & Time	Wednesday 7 th June 2023 – 6.00pm	
Location	The Rock Memorial Bowling Club	
Attendees	Erica Jones, (Chairperson) Cr Peter Sharp, Cr Fran Day (Zoom), Cr Ian Marston Fiona Beckett, Cr Bob Mathews, Michelle Bailey (Zoom), Heather Trevaskis, Navneet Choujar (Zoom), and Matt Holt (TEDO – Secretary).	
Apologies	Mandy Strong, Rachel Viski	
1 & 2.	The meeting opened with a Welcome from the Chair and an Acknowledgment of Country	
3. Declarations of Interest	Cr Fran Day – Walk of Fame (stayed online but didn't participate in discussion). Cr Ian Marston – Murrumbidgee Trails (stayed in room but didn't participate in discussion).	
4. Election of Office Bearers		
Minutes	The Chair handed over the meeting to the secretary to run the Election of Office Bearers. The Secretary would like to thank outgoing committee members for the roles as Chair, Deputy Chair, and Timekeeper. Secretary declared all positions vacant and called for nominations for: Chair – Erica Jones was nominated and accepted. Deputy Chair – Michelle Bailey was nominated and accepted. Timekeeper – Heather Trevaskis was nominated and accepted. Congratulations to all members.	Presenter/s Chair/Secretary
Actions	Nil	
Resolutions	Recommended on the motion of Fiona Beckett and Cr Peter Sharp that Council accept the above positions for the next 12 months.	
5. Confirmation of the minutes for the meeting Tuesday 9th May 2023		
Minutes	Nil	
Actions	Change date from February to May	Matt

Resolutions	<p>Recommended on the motion of Heather Trevaskis and Cr Ian Marston that the minutes of the meeting held on Tuesday, 9th May 2023 as circulated, be confirmed as a true and correct record of the proceedings.</p>	
6. Action from previous minutes		
Minutes	<ul style="list-style-type: none"> • Sister City/Shire – Lockhart, Texas, USA. Council to enter a relationship with Lockhart Texas, starting with correspondence with the Mayors then starting with engagement through local schools – Outstanding – TEDO to speak to GM. • ABC Back Roads – working with Spirit of the Land Festival for 2024. Complete. • Pleasant Hills Sulky Signage – TEDO to arrange a meeting – Outstanding. • The Rock Bowling Club Mural – meeting not needed. Updates ongoing – Complete. • Walk of Fame – See Item 6. Draft Report with an additional proposal. • Business Awards – Complete. Wrap up and review underway. ACTION: TEDO will present a full report to Committee in July. • Australian Passport Souvenir - passed to Heather for consideration – Outstanding – TEDO to speak with Heather regarding stamps. • Proposed New Event – Bob/Navneet to provide a proposal – Outstanding. Committee suggested to aim for November 2024 – TEDO, Cr Mathews and Navneet to arrange a meeting, with letters going to organisations in Wagga and Albury for their support. • Albury Wodonga Tourism Partner Program 23/24 – Joined. With more information on the page as requested https://www.visitalburywodonga.com/explore/our-region/our-neighbours/lockhart/ Complete. • Regional Strategic Plans – Hard Copy to Fiona. Complete. • Resignation – Brent Alexander. Appreciation letter to be sent. Complete. • LEP Review - Local Housing and Employment Strategy small presentation. Outstanding. • RV Dump Points for Pleasant Hills and Lockhart Show Ground. Outstanding. • EV Chargers signage and promotions. Outstanding. • Pleasant Hills Hall - new disabled toilet sign to go out the front. Outstanding. • NSW LG Destination Visitor Economy Conference – who can go. Open to Councillors and Staff. However, a report will be presented to the Committee for the 2024 Conference to be held in Wagga Wagga. Including if committee members can go and for TEDO to check budget. Outstanding. • 1847 Map of Lockhart and District with names. Heather sent an image to TEDO who passed on to management. Complete 	Presenter/s TEDO

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Actions	TEDO to continue to work on outstanding items	
Resolutions	Recommended on the motion by Cr Ian Marston and Heather Trevaskis that the Committee note the completed actions and the TEDO action the outstanding items.	
7. Walk of Fame		
Minutes	Report to Council circulated, with discussion had with a new inclusion. Committee decided to endorse the panels original recommendation.	Presenter/s
Actions	TEDO to submit a closed session report to Council in June.	TEDO
Resolutions	Recommended on the motion by Heather Trevaskis and Michelle Bailey that Council endorse the report when it is presented to them in closed session.	
8. Murrumbidgee Trails		
Minutes	Survey Results and Report shared at Meeting and available on hard drive.	Presenter/s
Actions	TEDO to action membership for Murrumbidgee Trails	TEDO
Resolutions	Recommended on the motion by Heather Trevaskis and Fiona Beckett that Council enter into a MOU for the next two years with that been the Murrumbidgee Trails Collective.	
9. Memberships – Country Change		
Minutes	Membership for Country Change is up for consideration for 2023/2024. Report table and discussed.	Presenter/s
Actions	TEDO to ask RDA Riverina for a presentation at the July meeting	TEDO
Resolutions	Recommended on the motion by Cr Peter Sharp and Fiona Beckett that Council ask RDA - Riverina to do a presentation at the July meeting for members to ask questions.	
10. Museum Advisor – April Report		
Minutes	TEDO presented the April report from our Museum Advisor	Presenter/s
Actions	NIL	TEDO
Resolutions	Recommended on the motion by Fiona Beckett and Cr Bob Mathews that Council note the report.	
11. Project Update		
Minutes	TEDO provide update	Presenter/s
Actions	Nil	TEDO
Resolutions	Recommended on the motion by Heather Trevaskis and Cr Peter Sharp that Council note the above information.	
12. Questions/Comments/Feedback/Updates		Member
Question	Pastoral Shadows of Brooking who is responsible for updates.	Cr Mathews
Answer	TEDO thinks it's a shared responsibility between Lockhart Progress and Council. However, TEDO is aware of updates that are needed.	TEDO
Question	Bus Trip to for Businesses around the Shire.	Cr Mathews
Action	TEDO to investigate for later this year	TEDO
Question	Heather Trevaskis asked about where the proposed 40kms speed in Green Street Lockhart is up too.	Heather

Answer	Currently on public exhibition, closes 19 June 2023	TEDO
Questions	Trucks are using air brakes along East St in Lockhart and along the Olympic Highway in The Rock, can signage be installed to encourage the limit of compression breaking.	Heather/Michelle
Action	TEDO to send request to Director of Engineering	TEDO
Feedback	Cr Marston, Michelle Bailey, and the Committee congratulated Matt, Alirah and all those involved in the delivery of the Business Awards.	All
Answer	TEDO thanked the Committee for their kind words and ongoing support.	TEDO
13. Next meeting: Thursday 6th July 2023 – Lockhart Shire Council Chambers		
14. Meeting Closed: 7.55pm		

Recommendation: that the minutes of the Tourism and Economic Development Steering Committee be received, and the recommendations therein be adopted.

DELEGATES' REPORTS

1. POLICE & COMMUNITY CONSULTATION GROUP - 9 MAY 2023 AT THE ROCK

(GM: 23/5510)

I report having attended the Police and Community Consultation Group meeting held at The Rock Memorial Bowling Club on 9 May 2023.

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

- Sergeant Damien Davies advised of changes within the local Police force and noted that Senior Constable Ryan Withers has been transferred and his replacement, Phillip Bitterlin, will commence duties on 16 July 2023. He also noted that Justin Falkner will replace Inspector Andrew Ryabovitch, who has also been transferred, and will commence on 25 June 2023
- There had been a recent break-in at the local pharmacy at The Rock and a vehicle being stolen and burned on The Rock Collingullie Road. The issue of burnouts being done on local streets in The Rock was also discussed.
- An update was provided in relation to the installation of CCTV cameras.
- The General Manager informed the Committee that Transport for NSW was considering design options for addressing the issue of stacking distances at the Yerong Street level crossing at The Rock and the Plunkett Street level crossing at Yerong Creek.

Cr Greg Verdon
Delegate

2. RFS SERVICE LEVEL AGREEMENT COMMITTEE MEETING – 16 MAY 2023 AT WAGGA

(GM 23/5525)

I report having attended the Rural Fire Service Riverina Zone Service Level Agreement Committee meeting held in Wagga Wagga on 16 May 2023.

The following points were noted in particular:

- The 2022/23 fire season was comparatively quiet with less fire activity than previous years.
- With the ongoing implementation of the tanker replacement program the average age of fire tankers in Lockhart Shire has been reduced to 13 years.
- Tenders have been invited for the new three bay fire station at The Rock and close on 23 May 2023.
- Grant funding for 2023/24 hazard reduction activities are open with a closing date of 9 June 2023.

Peter Veneris
Delegate

Recommendation: That the Delegates' Reports be received.

STATUS REPORT/PRÉCIS OF CORRESPONDENCE ISSUED

Status Report: Council Resolutions and Tasks to be finalised

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 15 May 2023			
85/23	DEES	<p>Tender for Review of The Rock Flood Study</p> <p>That a further report be presented to Council when the outcome of Council's request for additional funding is known.</p>	Refer Staff Report 16 (Closed Session). Complete.
84/23	DEES	<p>Lockhart Caravan Park Management Contract</p> <p>That applicants be offered a \$15,000 flat rate plus 50% of the net profit in the same order as the applicants appeared in the report and that the General Manager be delegated authority to enter into a contract with the successful applicant for one year with the option of two one-year contracts.</p>	Contract signed with preferred tenderer. Complete.
81/23	GM	<p>Fees Payable to the Mayor and Councillors</p> <p>That:</p> <ol style="list-style-type: none"> 1. Council adopts the midpoint between the minimum and maximum allowable for councillors of a "Non-metropolitan Rural" council for the period 1 July 2023 to 30 June 2024; and 2. Fees for the Mayor for the period 1 July 2023 to 30 June 2024 be set at the maximum allowable for a "Non-metropolitan Rural" council. 	New Mayoral allowance and Councillor fees have been incorporated into 2023/24 Budget to apply from 1 July 2023. Complete.
79/23	GM	<p>Policy Reviews</p> <p>That the following policies, as presented, be adopted:</p> <ol style="list-style-type: none"> a) Policy 1.5 Privacy Plan and Privacy Code of Practice b) Policy 1.18 Public Interests Disclosures and Reporting. 	Policy Register updated. Complete.

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Minute No:	Officer to Action	Council Resolution	Action Taken
77/23	DCCS	<p>Draft Operational Plan Budget 2023/24 and Draft Delivery Program Estimates 2024/25 – 2026/27</p> <p>That:</p> <ol style="list-style-type: none"> 1. Council endorses, for the purpose of public exhibition, the Draft Operational Plan Budget 2023/24 and Delivery Program Budget Estimates 2024/25 to 2026/27 incorporating the Revenue Policy and Fees and Charges. 2. Following the 28-day public exhibition period, Council further considers the Draft documents at the Council meeting to be held on 19 June 2023, in conjunction with any public comments or submissions received, for the purpose of adoption prior to 30 June 2023. 	<p>Notice given in Council Newsletter, social media and website. Complete</p> <p>Refer separate report to Council (Staff Report 11) Complete.</p>
74/23	DEES	<p>Proposed Speed Limit Changes – Green Street, Lockhart</p> <p>That Council seeks community feedback on a proposal to reduce the speed limit to 40km/h in Green Street, Lockhart, between Urana Street and Matthews Street.</p>	<p>Notice given in Council Newsletter, social media and website. Refer separate report to Council (Staff Report 8). Complete.</p>
73/23	DEES	<p>Engineering & Environmental Services Report</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Convene a workshop to be held on 19 June at 4:00pm to discuss the Integrated Water Cycle Management Plan and scoping study for the Lockhart Sewerage Treatment Plant. 2. Endorse the submission of an EOI under the Growing Regional Economies Fund enabling infrastructure services in Prichard Place. 	<ol style="list-style-type: none"> 1. Workshop convened for 4.00pm on 19/11/23. Complete. 2. Submission made. Complete.
72/23	MPE	<p>Variation to Development Control Plan for DA46/23</p> <p>Council grants consent for a variation to the Lockhart Development Control Plan for DA46/23, thereby permitting a decreased building line setback of one metre for the proposed new shed at 64 Urana Street, The Rock.</p>	<p>Development consent issued for DA46/23. Complete.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
70/23	DCCS	<p>Appointment of Section 355 Committees</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Establish the Lockhart Golf Course Management Committee pursuant to section 355 of the Local Government Act and delegate to that Committee, care, control and management of the Lockhart Golf Course, being part Crown Reserve 620047 as shown on the attached plan, pursuant to section 377 of the Local Government Act. 2. Establish the Lockhart Airstrip Management Committee pursuant to section 355 of the Local Government Act and delegate to that Committee, care, control and management of the Lockhart Airstrip and that part of Crown Reserve 620047 on which the hangars are situated as shown on the attached plan, pursuant to section 377 of the Local Government Act. 	<ol style="list-style-type: none"> 1. Meeting with Treasurer of the Lockhart Golf Club has occurred with the S355 to commence as of 1 July 2023. 2. No action to date.
69/23	DCCS	<p>Request for Financial Assistance – The Rock Golf Club</p> <p>Council provides an interest free loan in the amount of \$20,000 to the Rock Golf Club for its acquisition of a second-hand tractor with a front-end loader and a contribution of \$18,000 towards clubhouse improvements pursuant to section 356 of the Local Government.</p>	<p>Loan Agreement is with The Rock Golf Club for signing and returning to Council for signing.</p> <p>Arrangements have been discussed regarding spending funds for improvements.</p>
68/23	GM	<p>Phase 4 Local Roads & Community Infrastructure Grants Program</p> <p>That a Councillor Workshop to consider projects that could be funded under Phase 4 of the LRCI grants program be convened once the Phase 4 Program Guidelines have been released.</p>	<p>Awaiting release of Program Guidelines</p>
65/23	TEDO	<p>TEDSC – Sister City/Shire – Lockhart, Texas USA</p> <p>That Council enters into a relationship with Lockhart Texas, starting with correspondence with the Mayors then progressing to engagement through local schools.</p>	<p>Currently liaising with local schools before drafting initial correspondence from the Mayor.</p>
65/23	TEDO	<p>TESDC – Albury/Wodonga Tourism Partner Program</p> <p>TEDO to sign Lockhart Shire up to the Albury-Wodonga Tourism Partner Program in 2023/24.</p>	<p>Subscribed to Albury/Wodonga Tourism Partner Program for 2023/24.</p> <p>Complete.</p>
65/23	TEDO	<p>TEDSC – Resignation of Member</p> <p>That the Tourism & Economic Development Steering Committee accept the resignation of Brent Alexander and Council to write a letter of appreciation.</p> <p>That the TEDSC discuss at its July Meeting the membership since no EOIs were received from Yerong Creek and the above resignation.</p>	<p>Letter signed by the Mayor, forwarded to Mr Alexander.</p> <p>Complete.</p> <p>Pending meeting to be held on 4/11/23.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
63/23	GM	<p>Damaging Increase in Emergency Services Levy Costs</p> <ol style="list-style-type: none"> Council writes to the Treasurer, the Minister for Emergency Services, the Minister for Local Government and the local State Member: <ol style="list-style-type: none"> Expressing Council's strong opposition to the NSW Government's last-minute decision to impose an ESL cost increase on councils by scrapping the ESL subsidy etc. Council writes to the President of LGNSW seeking the Association's ongoing advocacy in relation to this matter. Council writes to the Chair of IPART advising that Council's ESL contribution is manifestly disproportionate to the 2023/24 rate cap. 	<p>Letters forward to the Treasurer, Minister for Emergency Services, Minister for Local Government, local State Member. Complete.</p> <p>Letter forward to LGNSW. Complete.</p> <p>Letter forward to IPART. Complete.</p>
Ordinary Council Meeting held 20 March 2023			
44/23	DEES	<p>Lockhart Airstrip</p> <p>That Council:</p> <ul style="list-style-type: none"> Prepares a new lease for the use of land being Certificate of Title Volume 15397 Folio 249 being Part Portion 49 for use as an airstrip for the amount of \$2,500. Renews the lease for a period of 12 months, during which time the use of the airstrip be monitored and the formation of a sec355 Committee to manage the airstrip and associated facilities be investigated. Undertakes a review of the lease to ensure any clauses referring to the Community Forest comply with the gazetted use of that Crown reserve; and Investigates options for leasing the airstrip hangars to interested parties. 	<p>All submitters have been notified of the resolution.</p> <p>Draft lease being prepared.</p> <p>Formation of Sec355 committee has been approved.</p> <p>In progress.</p> <p>To be undertaken by s355 committee once operational.</p>
30/23	DCCS	<p>Notice of Motion – Cr Day – International Day for People with Disabilities</p> <p>Council considers, subject to funding availability, celebrating International Day for People with Disability held annually on 3 December which aims to increase public awareness, inclusion, understanding and acceptance of people with a disability and celebrate their achievements and contributions to the community, at a venue to be determined."</p>	<p>Investigating grant funding opportunities.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 13 February 2023			
26/23	GM	Proposed Acquisition of Land That, subject to obtaining the landowner's consent, Council authorises the General Manager to prepare and submit a development application for the development of a car park on the land situated at Lot 2 DP1196082.	Design currently being prepared.
9/23	GM	Disaster Recovery Funding Arrangements In accordance with the outcome of the Councillor Workshop held earlier in the day, Council nominates the following projects for funding under the Local Government Recovery Grants Program: 1. Emily Street, The Rock – drainage improvements 2. Cole Street, Yerong Creek – drainage improvements 3. Green Street West, Lockhart – drainage improvements 4. Flood Detour Road – culvert installation 5. Waste Mgt Facilities Access Roads 6. Community information initiative (social media) 7. Access Road – Golf Club	Projects submitted to the Office of Local Government and funds received. More detailed costings and work plan now being prepared. OLG Portal has not been opened.
Ordinary Council Meeting held 19 December 2022			
267/22	DCCS	The Rock Medical Centre – Lease Renewal That Council negotiates a monthly rental at an amount of up to \$1500 per month.	In negotiations.
Ordinary Council Meeting held 19 September 2022			
195/22	GM	Model Media Policy – Consultation Draft That the information be noted and consideration be given to adopting the Model Media Policy when Council's current Media Policy 1.2 is scheduled for review in October 2023.	Deferred for consideration in October 2023.
Ordinary Council Meeting held 15 August 2022			
160/22	DCCS	Lockhart Out of School Hours (OOSH) Care Service Council undertakes a 12-month trial period of Out of School Hours Care at Lockhart, under a single management structure for childcare services in the Shire.	Opened on Tuesday 23 May 2023. To be reviewed at conclusion of 12-month trial. Complete.

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Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 18 July 2022			
147/22	GM	<p>The Rock Community Centre</p> <p>Council:</p> <p>a) Authorises the General Manager to purchase Lot 2, Section 17, DP758971 in accordance with the updated valuation advice received by Council, and</p> <p>b) Request the General Manager to further investigate the possible purchase of Lot 2, DP1196082 Burke Street, The Rock.</p>	<p>a) Council's acceptance of the asking price has been conveyed to the vendor. Awaiting confirmation from vendor.</p> <p>b) Superseded by minute no.26/23. Complete.</p>
141/22	GM	<p>Request for Council to Purchase Private Access</p> <p>Council agrees to the request in principle subject to Council and the applicants agreeing to a reasonable cost sharing arrangement.</p>	<p>Survey plan has been completed and forwarded to affected landowners for signature.</p>
Ordinary Council Meeting held 16 May 2022			
109/22	GM	<p>Tender – 109 Green Street</p> <p>Council declines to accept the tender received from ASCO Group (Aust) Pty Ltd for the provision of public toilets at 109 Green Street Lockhart and seek separate quotations for the individual components of the project for the following reasons:</p> <p>a) Seeking separate quotations and being able to negotiate with different contractors for the different components of the project will provide more flexibility in seeking the most cost-effective solution bearing in mind that the funding approved under Round 4 of the Stronger Country Community Fund is less than the amount for which Council applied.</p> <p>b) Accepting the one tender that has been received for the public toilets without a contract in place for the community space component of the project will prove problematic as the community space and landscaping is critical to providing access to the public toilets.</p>	<p>Public toilets complete. Paving and landscaping works currently being rescoped and quotes being sourced.</p>
Ordinary Council Meeting held 21 March 2022			
56/22	GM	<p>Development of Lockhart Industrial Estate</p> <p>Council prepares a subdivision application for the development of Stage 3 of the Lockhart Industrial Estate.</p>	<p>Development application currently being prepared – awaiting survey plan from surveyors.</p>
Ordinary Council Meeting held 18 October 2021			
180/21	TEDO	<p>Committee Minutes – TEDSC held 5 October 2021</p> <p>Minutes of the Tourism and Economic Development Steering Committee held on 5 October 2021 be received and the recommendations contained therein be adopted with the exception that an information board be erected at Lockhart Caravan Park.</p>	<p>Information board at Caravan Park to be included in list of locations yet to be scoped.</p> <p>Sign board that was being considered for the caravan park is currently not available. Awaiting appointment of new caravan park manager to before progressing.</p>

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Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 16 August 2021			
148/21	GM	Proposed “Tim Fischer Way” Council to reinstate investigations into the erection of tourism signage indicating “Tim Fischer Way”.	Proposed to incorporate “Tim Fischer Way” touring route on new Visit Lockhart Shire website. Phase 1 complete with new website now live. Functionality to facilitate “Tim Fischer Way” touring route being developed is part of Phase 2 of the new website to be progressed in 2023/24.
Ordinary Council Meeting held 19 April 2021			
63/21	GM	Residential Development – Lockhart 2) That Council proceed with the subdivision of Lots 62 and 90 Prichard Place Lockhart as outlined in the report. 3) That the cost of subdividing the land be funded from the Infrastructure Reserve with the proceeds of any land sales to be returned to the Reserve.	The development application for Lot 62 (westernmost lot) has been approved. The application for Lot 90 has now also been approved. Subdivision works to be scheduled.
Ordinary Council Meeting held 15 February 2021			
9/21	DCCS	The Lockhart Recreation Ground Management Committee – Request for Financial Assistance Approve an interest-free loan to the Lockhart Recreation Ground Management Committee of up to \$70,000 with repayments being Year 1 \$4,200 and the remaining 14 years will be repayments of \$4,700 to support an application to Building Better Regions Fund – Infrastructure Projects Stream – Round Five.	Loan agreement has been signed and executed. Payment has been made. Complete.
Ordinary Council Meeting held 20 July 2020			
133/20	GM	Naming of Bridges – Brookong Creek and Urana Lockhart Road 1. Propose the bridge on Urana Lockhart Road be named Brookong Creek Bridge. 2. Propose the culvert over Brookong Creek in Green Street, Lockhart, be named Greens Gonyah Bridge, Brookong Creek. 3. Write to Transport for NSW advising of the proposed names for the bridge on Urana Lockhart Road and the new culvert over Brookong Creek, Lockhart.	Proposed names endorsed 3 April 2023. Signs are being designed for approval.
Ordinary Council Meeting held 20 April 2020			
70/20	GM	Review of Operational Land Council adopts the following actions in relation to the review of land classified as “operational land”: <ul style="list-style-type: none">• Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land.	A valuation report has been commissioned and made available to the adjoining landowner. Agreement has been reached for the sale of the land to the adjoining owner based on the market value as determined by the certified valuer. Contract signed.

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Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 15 May 2023 – Councillor Questions & Statements			
Questions and Statements	DCCS	<p>Recreation Ground Lights</p> <p>Cr Jane Hunter: requested an update in relation to this project.</p> <p>Cr Gail Driscoll: asked is it possible that Council will not get the funding required and if so, can a Plan B be developed. Plan A is for the installation of LED lights. Can Plan B be making the towers safe and putting standard lights on them.</p>	<p>Refer to Grants Funded Projects Status Report-June 2023 provided under separate cover.</p> <p>For The Rock Recreation Ground lights, audit report received, awaiting costings to address audit report recommendations.</p>
	DEES	<p>Cr Sharp - South end of Lallarook Lane is a washout where water has been running over the road and not through the culvert and asked whether the culvert could be moved</p>	Options being investigated for culvert location.
	DEES	<p>Cr Sharp – Eulensteins Road: is in very poor condition and asked when is it likely that the grader will be in the area.</p>	On the grading program for grading June/July.
	DEES	<p>Cr Peter Sharp – Clancys Lane: has a large pothole that needs gravel and grading.</p>	Dry weather, earth formation road, to be graded in conjunction with adjacent roads.
	DCCS	<p>Cr Bob Mathews – Youth Officer: Advised that with the possibility of a sister city with Lockhart, Texas USA and the engagement through local schools, it is important that consideration be given to the appointment of a Youth Officer.</p>	Report regarding the appointment of a Youth Officer to be tabled at a future meeting.
	DEES	<p>Cr Bob Mathews – Feral Cats: Advised that feral cats are an ongoing problem in Lockhart. Could a report be presented on what Council can do to reduce the number of feral cats.</p>	Refer Staff Report 6.
	DCCS	<p>Cr Gail Driscoll – Works at the Recreation Ground: Advised that the key was given to the builder about a fortnight ago but there has been no progress since that time.</p>	New contractor engaged, works to commence Monday 19 June.
	DEES	<p>Cr Day – Fargunyah Lane is in very poor condition with farmers avoiding the Lane and using alternate routes</p>	Dry weather, earth formation road, to be graded in conjunction with adjacent roads.
DEES	<p>Cr Ian Marston - EV charging stations</p> <p>a) asked if there will be site maps advising the public where to find the stations and will there be instructions on how to use them.</p> <p>b) asked if signage and parking lines can be provided at the EV charging stations.</p>	<p>a) EV stations are mapped on mobile apps and instructions have been attached to chargers.</p> <p>b) Signs have been ordered for all locations and will be installed.</p>	
Ordinary Council Meeting held 17 April 2023 – Councillor Questions & Statements			
Questions and Statements	DEES	<p>Cr Marston: Yerong Creek Mittagong Road Culvert – Trees Encroaching</p> <p>Referred to this culvert (near the Vincents Road intersection) where trees are encroaching on the road, and asked if Council could investigate trimming these trees.</p>	Being investigated.

Lockhart Shire Council
Ordinary Meeting – 19 June 2023

Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	Cr Marston: The Rock Flood Mitigation Pump Referred to the recently purchased pump which has not been deployed in any of the rain events since. Cr Marston asked if it is possible Council staff could be called out to deploy the pump as the SES don't have the manpower to operate the pump as well as sandbagging etc.	Pump is now with Council and has been deployed when required. Complete.
	DEES	Cr Driscoll & Cr Walker: Street Sweeper Cr Driscoll asked if Council still has a streetsweeper. Cr Walker asked if funds put aside for street sweeping and maintenance, approximately \$40,000, are still available.	Greater Hume Shire have been contracted to reinstate previous street sweeping program. Council staff investigating different models for purchase. One machine trialed was deemed unsuitable.
	DEES	Cr Driscoll: Showers & Toilets, The Rock Recreation Ground Has received a complaint regarding cleanliness from a regular user of the showers and toilets at The Rock Recreation Ground. Cr Driscoll asked if there might be a better way to clean them, or whether more regular cleaning might be required.	Condition of toilets checked. Issue resolved. Complete.
	DEES	Cr Mathews: Traffic Committee Requested that Council investigate changing the speed limit from 50kph to 40kph in the business area of Green Street.	Refer to Staff Report 8. Complete.
	DEES	Cr Mathews: Property – Urana Lockhart Road Referred to an untidy property on Urana Lockhart Road and asked if anything can be done to screen the property from the road?	Being investigated.
Ordinary Council Meeting held 20 March 2023 – Councillor Questions & Statements			
Questions and Statements	DEES	Cr Walker: Tootool Mittagong Road Bridge Requested the crossing be made passable, to allow the culvert to be cleared of debris.	Works request issued.
	DCCS	Cr Mathews: Housing Shortage Requested a report be brought to Council investigating the feasibility of redeveloping Magnolia Lodge and Council's Youth Flats, with a view to increasing capacity and upgrading the units, if funding became available.	Research under way required for a report. Refer to Staff Report 2. Complete.
Ordinary Council Meeting held 13 February 2023 – Councillor Questions & Statements			
Questions and Statements	DCCS	Cr Marston: Pony Club Stables Asked for an update on the progress of this project.	Shed complete, dead lock to be installed. Complete.
	DCCS	Cr Marston: Recreation Ground Lighting Asked if the new lighting will be installed prior to the end of daylight savings?	The Rock Recreation Ground lights, audit report received, awaiting costings to address audit report recommendations. Superseded by Q&S 15/5/23. Complete.

Lockhart Shire Council
Ordinary Meeting – 19 June 2023

Minute No:	Officer to Action	Council Resolution	Action Taken
	DCCS	Cr Driscoll: Refurbishment of Changerooms, The Rock Requested an update on the project.	New contractor engaged, works to commence Monday 19 June. Superseded by Q&S 15/5/23. Complete.
	DCCS	Cr Sharp: Old Building, Pleasant Hills Recreation Ground Referred to an old building, possibly change rooms dating back to the 1950's, which have become dangerous, with loose roofing sheets etc. Cr Sharp asked if it can be demolished.	Councillor Sharp is to liaise with "management committee" volunteers to demolish old building. At this stage will be scheduled when crops are in.
Ordinary Council Meeting held 21 November 2022 – Councillor Questions & Statements			
	DEES	Cr Marston: Wetmores Lane Advised there is a damaged culvert about halfway down this road which is in need of repairs, similar to Grubben Road.	Barriers have been erected. Programmed when water dries out.
	DCCS	Cr Hunter: Tiled Wall outside The Rock Gym Referred to a problem with tiles on the external wall of The Rock Pool near the gym and asked what was being done to rectify the issue.	Builders have indicated the 300x100 yellow tiles are no longer available and are attempting to source alternative sized tiles.
Ordinary Council Meeting held 17 October 2022 – Councillor Questions & Statements			
Questions and Statements	DCCS	Cr Mathews: Minimising Social Isolation Referred to a recent grant opportunity and advised he has spoken with some elderly residents who believe a lack of transport within Lockhart township, i.e. to access the supermarket etc, is a contributing factor to social isolation. Valmar have advised Cr Mathews they are unable to provide the service due to restrictions of the funding stream from Transport for NSW. Cr Mathews asked if there could be discussion with TfNSW to see if this might change.	The Director advised he would be happy to make representations to Valmar, and that a joint request to TfNSW could be possible. The Director also advised he could investigate other possible funding.
	DEES/ DCCS	Cr Verdon: Disability Access Across the Shire Referred to Kurt Fearnley's speech at the recent Lockhart Community Bank branch birthday celebrations. The speech was a reminder that people with disabilities are entitled to access. Cr Verdon suggested an audit be carried out, with a view to improving access across the Shire, making sure all Council facilities are accessible to all residents.	Audit will be undertaken when resources permit. Quotes currently being sourced from suitable consultants.
Ordinary Council Meeting held 18 July 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS/ DEES	Cr Marston – The Rock Pony Club Advised that pony clubs are now required to load and unload horses from their floats in an enclosed area and requested some minor improvements to facilitate this.	Works are being scheduled into the works program.

Lockhart Shire Council
Ordinary Meeting – 19 June 2023

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 20 June 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS	Cr Hunter – Yerong Creek Bowling Club Advised the Bowling Club are still awaiting receipt of an Occupation Certificate for the building.	Majority of work has been completed. Additional fire extinguishers being sourced by club. When installed, final fire safety inspection will be scheduled.
Ordinary Council Meeting held 10 January 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS	Cr Driscoll: Technology Referred to the address via Zoom by Council's auditor and asked if the equipment in the Council chamber could be upgraded to allow better connectivity for online participation in Council meetings.	Installed and operational. Complete.
Ordinary Council Meeting held 18 October 2021 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Marston: Sign, The Rock Recreation Ground Referred to an information sign at the recreation ground which has information on both sides but can only be read from the footpath because of access issues, asked if the sign could be relocated nearer to the playground to allow both sides to be viewed.	Sign has been relocated. Complete.
Ordinary Council Meeting held 21 June 2021 – Councillor Questions & Statements			
Questions & Statements	DEES	Cr Driscoll: Community Reflection Space Asked if it was possible the park across the road from The Rock Central School could be utilised as a place of quiet reflection for the town, particularly for those suffering the loss of loved ones due to suicide, which has had an impact on the community in recent years.	Quotes provided to Progress Association. Complete.

Correspondence Received

Date sent to Councillors	From	Subject
30 May 2023	Mayor	Mayoral Email Update

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

STAFF REPORTS

STRATEGIC DIRECTION A: A Connected and Resilient Community

1. REQUEST FOR FINANCIAL ASSISTANCE – THE ROCK HALL/MUSEUM

(DCCS 23/6715)

Executive Summary

A request for financial assistance has been received from The Rock Hall & Museum Management Committee which is tabled for Council's consideration.

Report

A request for financial assistance has been received from The Rock Hall & Museum Management Committee, for a grant or donation pursuant to section 356 of the Local Government Act. The request is summarised below.

The Rock Hall & Museum Management Committee have some necessary maintenance to be completed, new timber on the deck located at the rear of the Hall, replace very old and weathered front door and also new lighting to be installed upstairs to improve the displays. Estimate is approximately \$3,500. The lighting upstairs is almost non-existent at the moment, and a quote for this work has been provided at \$12,384.63.

Pursuant to Section 356 of the Local Government Act a Council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions. Council has allocated an amount of \$52,000 in the 2022/23 Budget for this purpose.

An amount of \$49,071.83 has been spent and/or committed to date leaving a balance of \$2,928.17 unallocated. As the funding request exceeds balance unallocated, Council can either fund any contribution from its 2023/24 Budget allocation or fund from internal restricted reserve "Community Financial Assistant S356" balance of \$56,000.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Council has allocated an amount of \$52,000 in the 2022/23 Budget for the consideration of requests for financial assistance pursuant to Section 356 of the Local Government Act.

An amount of \$49,071.83 has been spent and/or committed to date leaving a balance of \$2,928.17 unallocated. As the funding request exceeds balance unallocated, Council can either fund any contribution from its 2023/24 Budget allocation or fund from internal restricted reserve "Community Financial Assistant S356" balance of \$56,000.

Attachments

1. Letter from the Secretary of The Rock Town Hall & Museum dated 17 May 2023
2. Email from The Rock Town Hall & Museum dated 5 June 2023.

Recommendation: That Council:

1. Provide a contribution of \$15,884.63 towards improvements pursuant to section 356 of the Local Government, to be funded from:
 - a. internally restricted reserve "Community Financial Assistant S356" with a balance of \$56,000; OR
 - b. Council's 2023/24 budget allocation for S356.

[Next Report](#)

Staff Report 1: Attachment 1 – Letter from Secretary, The Rock Town Hall & Museum

THE ROCK TOWN HALL & MUSEUM

President: Laurie Thiele
Secretary: Nancy Smith
Treasurer: Louise Scott



17 May 2023

Mr Peter Veneris
General Manager
Lockhart Shire Council
PO Box 21
Lockhart , NSW 2656

Dear Mr Veneris

The Rock Town Hall & Museum

Our Committee are still fundraising and gradually moving our Museum collection upstairs. I am sure you would be aware that we have made the decision that a stairlift is a necessity to enable older and handicapped persons, who have difficulty moving up the stairs, to visit the Museum safely.

After receiving a quote from Acorn Stairlifts, Sydney for \$19,368.00 we have moved forward and will be having the stairlift installed this month. We have also been in contact with your Development Assessment Officer, Birgit, and were assured we do not need any paperwork to go through Council. Birgit, has a copy of quote, drawing and brochure.

Fortunately we are able to pay for the stairlift with our funds.

However, we have some necessary maintenance to be completed, new timber on deck out back of Hall, replace very old and weathered front door and also new lighting to be installed upstairs to improve the displays. The lighting upstairs is almost non-existent at the moment.

We are hoping Council may be able to assist us with a donation towards these projects.

Your sincerely

Nancy Smith

Secretary

Save the History of our Village

Staff Report 1: Attachment 2 – Email, The Rock Town Hall & Museum

Craig Fletcher

Subject: FW: The Rock Town Hall & Museum

Hello Craig.

I have estimates for electrical work and also for a new front door and repairs to one other exterior door and also an interior doors

Estimates are attached.

Yours faithfully
Nancy Smith
Secretary
The Rock Town Hall and Museum

ORIGINAL COPY INVOICE/STATEMENT 170577
DATE: 3-6-23
TO: THE ROCK TOWN HALL & MUSEUM
URANA ST THE ROCK
FROM: BARRY HALL
ORDER No.
MATERIALS + LABOUR
FOR MAINTENANCE TO
TOWN HALL.
\$3,500.00
PLEASE NOTE:
THIS IS AN
ESTIMATE ONLY.

QUOTE

The Rock Hall & Museum

Date
05 Jun 2023

Expiry
05 Jul 2023

Account Number

Quote Number
QU-0225

Reference
Lights & Power

ABN
84 793 702 349

Hannam Family Trust
15 King St
THE ROCK NSW 2655
AUSTRALIA

Description	Quantity	Unit Price	GST	Amount AUD
Repair and upgrade lighting and powerpoints for upstairs museum including replace powerpoints as required and move/re wire old wiring for lights and install LED lighting	1.00	11,258.75	10%	11,258.75
			Subtotal	11,258.75
			Total GST 10%	1,125.88
			TOTAL AUD	12,384.63

Terms

ABN: 84 793 702 349. Registered Office: 15 King St, THE ROCK, NSW, 2655, Australia

2. MAGNOLIA LODGE AND YOUTH FLATS – DEVELOPMENT OPTIONS

(GM 23/6507)

Executive Summary

At the Council meeting held on 20 March 2023 it was requested that a report be brought to Council investigating the feasibility of redeveloping Magnolia Lodge and Council's Youth Flats, with a view to increasing capacity and upgrading the units, if funding became available.

Report

The Magnolia Lodge independent living units and the Youth Flats have been built pursuant to funding agreements entered into with the NSW Land and Housing Corporation on behalf of the Department of Housing, now known as the Department of Communities and Justice - Housing (DCJ Housing).

Set out below is a summary of the relevant provisions of the two Agreements.

Magnolia Lodge

Under the terms of a Deed of Agreement dated 21 October 1991 DCJ Housing agreed to provide a grant of \$132,080 to Council under the Local Government and Community Housing Program for the cost of construction of 3 x 1-bedroom self-contained units for aged persons. Council agreed to provide as its contribution to the project the sum of \$54,500 towards the cost of construction of the housing units.

Title to the property is vested in DCJ Housing and the Council as tenants in common in respective shares in accordance with the "Grant Ratio" as follows:

1.	DCJ Housing	63.04%
2.	Lockhart Shire Council	36.96%

The land on which the independent living units are situated comprises 1,394 sqm. An aerial photograph of the property is attached which indicates there may be sufficient space for additional unit(s) to be built on the site.

Youth Flats

Under the terms of a Deed of Agreement dated 30 January 1992 the DCJ Housing agreed to provide a grant of \$153,452 to Council under the Local Government and Community Housing Program for the cost of construction of 4 x 1-bedroom self-contained units for young persons as well as the land which, for the purposes of the Deed, was valued at \$4,000 making the DCJ Housing's total contribution \$157,452. Council agreed to provide as its contribution the sum of \$35,000 towards the cost of construction of the housing units.

Title to the property is vested in the DCJ Housing and the Council as tenants in common in respective shares in accordance with the "Construction Ratio" as follows:

1.	DCJ Housing	81.81%
2.	Lockhart Shire Council	18.19%

The land on which the Youth Flats are situated comprises 1,838 sqm. An aerial photograph of the property is attached which indicates there may be sufficient space for additional units to be built on the site. The siting of the existing units on the land also makes it possible to subdivide the property in two in order to excise a vacant lot for further development.

The purpose of DCJ Housing securing proportional title as tenant in common of both properties was to ensure that the improvements erected thereon are utilised for the purposes for which the grant monies were provided by DCJ Housing and in accordance with the guidelines of the Local Government and Community Housing Program.

Under the terms of both Agreements the Council is responsible for managing the properties so as to ensure that they are properly maintained and insured and fully utilised in accordance with the guidelines.

All maintenance, repairs and upgrading is the responsibility of the Council and all costs, outgoings and expenses relating thereto are to be borne by the Council.

Any rental which may be collected by the Council in respect of any letting of the properties is to be applied by the Council towards the cost, outgoing or expense of any necessary maintenance, repair or upgrading.

If the Council desires to sell transfer or otherwise dispose of the Magnolia Lodge independent living units or the Youth Flats, then the following provisions apply:

- The Council shall first give notice in writing to DCJ Housing, of its intention and shall offer to DCJ Housing first option to purchase. Such offer shall remain open for acceptance by the Department until such time as it is formally declined, or within three (3) months of receipt by DCJ Housing of such notice, whichever event first occurs.
- The purchase price shall be the market value of the property as determined by the Valuer General or such other Valuer as is agreed by the parties.
- If DCJ Housing declines to purchase the property, then the Council may offer the property for sale on the open market by public auction or private treaty. In this event the property shall be valued at market value as determined by the Valuer-General or other agreed Valuer.
- Following the said sale, DCJ Housing shall be paid out of the net settlement moneys in full satisfaction of the Grant an amount calculated by multiplying the nett sale price of the units by the "Construction/Grant Ratio".

Whilst the Agreement outlines the process for disposing of the properties, it does not expressly deal with the alternative option of Council acquiring the Department's share and thus becoming the sole owner. However, having regard to the other provisions contained in the Agreements it is assumed that if Council wished to become the sole owner it would have to acquire the Department's share at current market value.

Options

Having regard to the foregoing information the following options have been identified.

1. OPTION 1 – Status quo i.e. no change
2. OPTION 2 – Council dispose of one or both of the properties.

If Council wanted to pursue this option it would have to offer the first option to purchase the units to DCJ Housing. If DCJ Housing declined Council could then offer the units to another buyer e.g. Respect Group Ltd who operate the other six Magnolia Lodge units together with Woodhaven Aged Care or the Teacher Housing Authority who own the units adjoining Council's Youth Flats.

This option is unlikely to have community support. The other six independent living units were transferred by Council to Respect Group Ltd subject to security of purpose conditions but only as a means of ensuring that Woodhaven Aged Care remained financially viable and was not lost to the community.
3. OPTION 3 – With the consent of DCJ Housing as joint owner, construct additional independent living units and/or youth flats on the existing sites. Council would need to secure government funding or utilise a significant portion of its cash reserves in order to pursue this option.

Council is already planning to use its own funds for the residential developments at Prichard Place Lockhart, and Stage 3 of the Lockhart Industrial Estate. These developments will produce lots that can be sold with the proceeds returned to Council's reserves whereas this would not necessarily be the case if the funds were used for the construction of independent living units and/or youth flats.
4. OPTION 4 – With the consent of DCJ Housing subdivide the land on which the Youth Flats are situated. The new vacant lot created by the subdivision could be developed in its own right e.g. for the construction of rental accommodation or sold and the proceeds used to fund the construction of additional independent living units or rental accommodation on one of the lots in Council's proposed residential subdivision in Prichard Place, Lockhart.
5. OPTION 5 – Due to the subject properties being jointly owned with DCJ Housing, most options available to Council will require DCJ Housing's consent. An alternative approach would be to approach DCJ Housing with a request that its equity in the properties be transferred to Council free of cost in return for an undertaking from Council that the land will be further developed for independent living units and/or rental accommodation to help alleviate the housing shortage.

Integrated Planning and Reporting Reference

- A2: Work with service providers and government to improve access to quality health, and medical life-stage facilities and services to meet the long-term needs of the community.
- A3: Continue to support, advocate, and plan for high quality services and accommodation for our aged population.
- A3: Provide young residents with greater access to youth services.

Legislative Policy & Planning Implications

Further development of the subject properties will be subject to the Deed of Agreement between Council and the NSW Land and Housing Corporation on behalf of DCJ Housing and the lodgement of a development application in accordance with the Environmental Planning and Assessment Act.

Budget & Financial Aspects

No provision has been made in Council's 2023/24 draft budget, which has been placed on public exhibition, for the pursuit of any of the options identified in this report.

Attachments

1. Aerial Photograph – Magnolia Lodge Independent Living Units (Green Street Lockhart)
2. Aerial Photograph – Youth Flats (Drummond Street Lockhart)

Recommendation: That Council approach the Department of Communities and Justice - Housing to gauge the Department's interest in:

- a) Constructing additional independent living units and/or youth flats on the existing sites in accordance with Option 3 outlined in this report; or
- b) Consenting to Council subdividing the land on which the Youth Flats are situated with the new vacant lot created by the subdivision being developed in its own right in accordance with Option 4 outlined in this report; or
- c) Transferring its equity in the properties to Council free of cost in return for an undertaking from Council that the land will be further developed for independent living units and/or rental accommodation to help alleviate the housing shortage in accordance with Option 5 outlined in this report.

[Next Report](#)

Staff Report 2: Attachment 1 – Aerial Photograph – Magnolia Lodge



Important Notice

This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.

No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, Council makes no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.

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© Lockhart Shire Council.

Date: 27/04/2023 12:14 PM

Drawn By: Peter Veneris

Map Scale: 1:370 at A4

Projection: GDA2020 / MGA zone 55

Staff Report 2: Attachment 2 – Aerial Photograph – Youth Flats



Important Notice

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© Lockhart Shire Council.

Date: 27/04/2023 12:24 PM
Drawn By: Peter Veneris
Map Scale: 1:578 at A4
Projection: GDA2020 / MGA zone 55

3. REQUEST FOR FINANCIAL ASSISTANCE – THE ROCK MEMORIAL BOWLING CLUB
(DCCS 23/6745)

Executive Summary

A request for financial assistance has been received from The Rock Memorial Bowling Club which is tabled for Council's consideration.

Report

A request for financial assistance has been received from The Rock Memorial Bowling Club in the form of an interest free loan, pursuant to section 356 of the Local Government Act. The request is summarised below.

The Rock Memorial Bowling Club is requesting an interest-free loan of \$20,000 to enable their project to replace the synthetic bowling greens to proceed.

The Rock Memorial Bowling Club have been successful in their application under the Stronger Country Communities Fund (SCCF) Round 5 grants program, receiving \$84,318.00. The Club have \$50,000 of their own funding to contribute and are seeking an interest-free loan to enable the project to proceed.

More details regarding the Club's request are contained in the letter from the Chairman of The Rock Memorial Bowling Club, a copy of which is attached.

Council has previously agreed to provide interest-free loans to user bodies of local Crown reserves, the most recent being to The Rock Golf Club, and therefore the request is supported.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Council has the funds to fund an interest-free loan as requested.

Attachments

- Letter from the Chairman of The Rock Memorial Bowling Club.

Recommendation: That Council provide an interest free loan in the amount of \$20,000 to The Rock Memorial Bowling Club to enable the replacement of their synthetic bowling greens project to proceed.

[Next Report](#)

Staff Report 3: Attachment – Letter from the Chairman of The Rock Memorial Bowling Club

The Rock Memorial Bowling Club Ltd

Urana Street
P O Box 67
The Rock NSW 2655

Phone 02 6920 2185
Email therockbowlclub@bigpond.com

General Manager
Lockhart Shire Council
P O BOX 21
LOCKHART NSW 2656

File No:	
Len:	
GM	INFO REPLY REPORT
DCCS	
Rec'd	- 3 APR 2023
DEES	
MES	
HR	
TEDO	

23rd March 2023

To Lockhart Shire Council General Manager,

We are excited to advise Lockhart Shire Council that we have been successful in securing grant funding through the NSW Government's Stronger Communities Fund (SCCF) for the replacement of our artificial bowling green, at The Rock Memorial Bowling Club. The existing bowling green surface has seen heavy flood damage shorten the expected life span as a result of a one in one hundred year flood event in our village of The Rock. This caused irreversible damage and therefore has forced our hand for early replacement and upgrade.

We have been actively contributing to our greens replacement fund and are able to contribute \$50,000 of our own funds to the project, along with the grant funding of \$84,318. It has become evident that there is a shortfall in our funding to complete the project satisfactorily and within a timely manner to secure the grant funding before the expiration date of the NSW Government's funding offer.

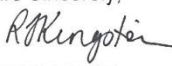
We are requesting consideration from Lockhart Shire Council for an interest free loan of \$20,000 to be paid back to you over a maximum 5-year period.

The completion of this project will see the continuation of our ability to offer a superior bowling surface and in turn increased participation in the sport of lawn bowls in our regional facility. As you would be well aware, the sport of lawn bowls is very well supported across Lockhart Shire and beyond. The project will secure employment opportunities, increase travel to our region and encourage participation from all walks of life without discrimination.

The Rock Memorial Bowling Club is all inclusive where men and women's bowling clubs have amalgamated and this has seen an increase in the participation rate of women bowling in our club. We also have disabled access to the bowling green encouraging the participation of members with a disability within our club. In addition the local central school visit our bowling green regularly, which ensures that the young people in our region are being active, and are not travelling to Wagga Wagga for superior facilities. The bowling greens are offered free of charge to the community most of the time.

There is a clear public benefit from the delivery of this project in the Lockhart Shire. We thank you for taking the time to consider this request for support. Please do not hesitate to contact me if you require any further clarification.

Yours Sincerely,


NORM MACKAY
CHAIRMAN

STRATEGIC DIRECTION B: A Dynamic and Prosperous Economy

4. DRAFT POLICY – MOWING OF NATURE STRIPS

(DEES: 23/6240)

Executive Summary

Policy 2.59 Mowing of Nature Strips by Council has been publicly exhibited and is presented to Council for adoption.

Background

At the April 2023 Council meeting a draft report for the mowing of nature strips was presented. Council resolved as follows:

“That Council place Draft Policy 2.59 Mowing of Nature Strips on public exhibition for a period of not less than 28 days and consider any submissions received.”

Report

The draft Policy was placed on public exhibition via Councils newsletter and website until 22 May 2023. At the end of the exhibition period no submissions had been received.

Integrated Planning and Reporting Reference

B1: Our shire is attractive and welcoming to businesses, industry, residents and visitors.

E3: Council responds collectively and responsibly to community needs.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Will be incorporated into existing budgets.

Attachments

- Policy 2.59 Mowing on Nature Strips by Council

Recommendation: that Policy 2.59 Mowing of Nature Strips, as publicly exhibited, be adopted.

[Next Report](#)

Staff Report 3: Attachment – Draft Policy Mowing of Nature Strips by Council

2.59 Mowing of Nature Strips by Council

POLICY TITLE: MOWING OF NATURE STRIPS

FILE REF: SC67

REVIEW DATE: JUNE 2026

OBJECTIVES

The purpose of the Policy is to ensure requests for assistance in mowing nature strips received by Council are handled in a consistent, equitable and transparent manner.

POLICY STATEMENT

Council will consider the provision of assistance by way of mowing nature strips based on set criteria.

Council relies on residents and businesses to maintain nature strips adjoining their property. The policy confirms Council's position and recognises the importance of community involvement and cooperation. Council routinely mows gateway locations to towns and villages and other areas of public significance. This policy does not extend to mowing on private property. Only where residents meet the criteria will a nature strip mowing service be provided by Council. At all times the mowing service will only be provided subject to the availability of funding and resources.

POLICY CRITERIA

1. To be considered eligible for assistance the following criteria must be met:
 - a) Be a permanent resident of Lockhart Shire and occupy the property which is the subject of the nature strip mowing service application; and
 - b) Be receiving or be assessed as eligible to receive home care services or have a disability or other medical condition which makes it impossible for that person to mow their nature strip; and
 - c) Be the holder of a current Pensioner Concession Card issued by the Commonwealth Government or in receipt of a Service Pension; or some other type of income substitution resulting from a physical disability that restricts a person from mowing their nature strip e.g. workers compensation or income protection benefit; and
 - d) Have no other members of the household who are able to mow the nature strip.

Council reserves the right to take special conditions into consideration, other than those listed above. The nature strip mowing service does not provide a guaranteed mowing frequency and mowing will be limited to four times per year. No rubbish, debris or green waste will be cleaned up and/or removed other than grass clippings that result from the mowing service.

Applications for the mowing service must be made in writing. All recipients are to reapply annually to confirm eligibility. Residents will be removed from the service if any of the following occur:

- The person sells or otherwise transfers their interest in the property or ceases to occupy the property.
- The owner/occupier no longer meets the eligibility criteria.

*Adopted by Council – 19 June 2023
Refer Minute No. XX/23*

STRATEGIC DIRECTION C: An Environment that is Respected and Protected

5. REVIEW OF POLICY 2.35 COLLECTION OF FIREWOOD FROM COUNCIL ROAD RESERVES AND DEAD STANDING TREES

(DEES: 23/6207)

Executive Summary

The review of Policy 2.35 Collection of Firewood from Council Road Reserves and Dead Standing Trees is presented for Council's consideration.

Background

At the April 2023 Council meeting, Council resolved as follows:

"That Council give notice of the proposed rescission of Policy 2.35 Collection of Firewood from Council Road Reserves and Dead Standing Trees."

The report provided the following reasons for rescinding the Policy:

- Does not meet Council's obligations under the *NSW Biodiversity Conservation Act 2016*, as it adversely affects threatened species or ecological communities or could cause species or ecological communities that are not threatened to become threatened.
- Due to extensive clearing for agricultural purposes, roadside reserves may be the only remaining intact natural environment, providing invaluable wildlife habitats and corridors.
- Most councils have rescinded similar policies across the state due to increased liability and for protection of ecosystems under the *NSW Biodiversity Conservation Act 2016*, in conjunction with the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*.
- The *Environment Protection and Biodiversity Conservation Act 1999* includes objectives to encourage the protection of the environment, including the protection and conservation of native animals and plants, including threatened species, populations and ecological communities, and their habitats as well as reference to 'ecologically sustainable development'.
- Rescission of the Policy is consistent with the objectives, strategies and actions contained in the Lockhart Shire Community Strategic Plan i.e.
 - *"Flora and fauna are protected across the Shire"*.
 - *"Increase the amount of native flora, fauna and protect threatened species"*.
 - *"Support the increase of food and habitat sources for threatened and endangered species"*.
- Increased liability for Council due to community members operating chainsaws in the road reserve under an approved permit.

Report

Notice of the proposed rescission was placed in Council's April monthly newsletter, on Council's website and on the Community Facebook page until 22 May 2023.

Council received the following submissions:

- 1) Eastern Riverina Landcare Group – in favour of rescission

"Dear Mr Veneris

As Chair of Eastern Riverina Landcare Group I would like to support Lockhart Shire Council's intention to rescind the above policy. We wholeheartedly agree with the reasons given in the report submitted originally to Council in 2020 and again in 2023 – in short: that the policy is out of step with most other Councils; does not meet Council's legislative obligations (both State and Federal) and is also now inconsistent with Council's Community Strategic Plan.

In addition to the reasons outlined in the report the impact of the policy is not just the removal of valuable woody habitat but also the trampling of fragile flora and fauna and disturbance from chainsaw noise. Council's liability also extends not just to chainsaw operators but also to other road users – with vehicles and trailers often parked in an unsafe manner on the side of roads.

Whilst noting our support above, we do however hold concerns over how Council intends to enforce the ban, should the policy be rescinded. With most firewood collection happening outside normal office hours and reporting by members of the public likely to be low and lacking sufficient

detail we would like to know how Council intends to avoid a perverse outcome, namely an unregulated 'free-for-all'.

In closing, we would like to commend Councillors Walker and Marston for resolving this motion and look forward to receiving your reply to our concerns. We can be contacted on secretary@erlg.org.au."

- 2) Brian Whitely – against rescission

"Dear Councillors,

Regarding policy 2.35, I believe residents and rate payers of Lockhart Shire should be able to collect firewood from Council Road Reserves and Dead Standing Trees. It helps to clean up the roadside and remove some of the danger of old dead trees from falling onto roads. There are many trees that are hanging over, or near the roadways that sooner or later are going to let go. And they don't necessarily have to hit a car with the initial fall to cause damage or death, as because they are a dull grey colour, they would be very hard to see at night, and given the size of them, one can imagine the carnage a collision would cause. In addition to the personal safety aspect, the removal of such trees and wood debris would reduce the amount of fuel for bushfires".

- 3) Katie Day – against rescission

"Dear Council,

I would like council to consider keeping the policy 2.35 Collection of Firewood from Council Road Reserves, as it is currently written.

The only case where I would like to see it changed is if it has a dramatic impact on the cost of our public liability insurance cover.

Many people in our community are being greatly impacted by the ever increasing cost of power. It is generally the poorer people who collect firewood from our roads. Are we as a community going to make it harder for these people to heat their homes in winter?

The other consideration is that they reduce the fire load, probably only ever so slightly, but maybe of some help in a bushfire.

I strongly urge you to maintain the policy as is.

On a separate issue but relating to trees on roadsides. The lack of grading has allowed many saplings to grow well above head height & are very quickly becoming a hazard. Can this issue please be addressed."

Council's insurer was contacted for comment on the issuing of permits. They have advised Council against issuing permits to collect wood. However, if Council decides to continue issuing permits the insurer advises that Council include a waiver to reduce liability in the event of circumstances that may give rise to a claim.

Integrated Planning and Reporting Reference

C3: Flora and fauna are protected across the Shire.

C3: Increase the amount of native flora, fauna and protect threatened species.

C3: Support the increase of food and habitat sources for threatened and endangered species.

Legislative Policy and Planning Implications

Environmental decisions are carried out in accordance with the Commonwealth Environment Protection and Biodiversity Conservation Act 1999, NSW Biodiversity Conservation Act 2016, and associated regulations.

Budget and Financial Aspects

Currently, permits are assigned without a charge to the application. However, expenses are incurred by Council to regulate these permits, including administration, regulation and patrolling of activities.

Attachments

- Policy 2.35 Collection of Firewood from Council Road Reserves and Dead Standing Trees

Recommendation: That Council rescind Policy 2.35 Collection of Firewood from Council Road Reserves and Dead Standing Trees.

[Next Report](#)

Staff Report 4: Attachment – Policy 2.35 Collection of Firewood from Council Road Reserves Dead Standing Trees

2.35 Collection of Firewood from Council Road Reserves and Dead Standing Trees

POLICY TITLE:	COLLECTION OF FIREWOOD FROM COUNCIL ROAD RESERVES AND DEAD STANDING TREES
FILE REF:	SC67
EXPIRY DATE:	JUNE 2026

OBJECTIVE

The purpose of this policy is to define the manner in which dead wood may be collected from road reserves for residential heating purposes and the removal of dead standing trees from Council road reserves for this same purpose.

POLICY STATEMENT

Council is mindful of the need to permit some collection of firewood for residential purposes as a means of maintaining Council's road reserves in a tidy manner. However, Council is also mindful that dead standing trees provide crucial habitat in food, nesting hollows, perching places and forage for birds and mammals including some of Australia's threatened and dwindling ecological communities and wildlife species.

For these reasons Council regulates the collection of firewood throughout the road reserves under its control in accordance with the following:

1. Dead standing trees on Council reserves and road reserves are prohibited from removal.
2. Council will not permit the collection of firewood from its road reserves by professional wood suppliers.
3. That on application from private individuals seeking to collect firewood from Council's road reserves for their own personal use, Council may approve such an application based on:
 - a. whether the applicant is a resident of the Shire; and
 - b. the nominated road being of low or no conservation value.
4. Applicants must address an application for permit to the General Manager, with successful applicants receiving a permit remaining valid for up to 3 months, and allowing the collection of up to two (2) single-axle loads (or equivalent) of firewood.
5. An applicant may only apply for one (1) collection permit per financial year.
6. Council delegates authority to the General Manager to approve such applications; the General Manager may sub-delegate this authority to the Director of Engineering and Environmental Services.

This policy will be reviewed within twelve (12) months of the next Council election.

*Adopted by Council 19 June 2023
Refer Minute: xxx/23*

*Adopted by Council 20 April 2020
Refer Minute: 64/20*

*Adopted by Council 16 February 2015
Refer Minute: 35/15*

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

*Adopted by Council – 18 December 2006
Refer Minute No. 431/06*

6. **FERAL CATS**

(DEES 23/6593)

Executive Summary

At the last Council meeting concerns were raised regarding the number of feral cats located throughout the Council area. This report identifies options for the Council to reduce the number of feral cats.

Report

Over the past year Council staff have trapped and humanely euthanised approximately fifty (50) feral cats. Trapping of feral cats is the main option for Council to assist with reducing the number of feral cats within the Council area. Council staff can be contacted by members of the community to advise of areas where there are high numbers of feral cats. Council staff can then look to implement cat trapping in these areas to help reduce the numbers of feral cats.

Another option that Council may consider is providing education to the community regarding responsible cat ownership. This will include reminding cat owners to get their cat's microchipped, vaccinated, desexed and confined to their property (where possible) to prevent wandering. This education can be provided through inserting an article in the Council newsletter.

Integrated Planning and Reporting Reference

B1: Our shire is attractive and welcoming to businesses, industry, residents and visitors.

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

E3: Council responds collectively and responsibly to community needs.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

Will be incorporated into existing budgets.

Attachments

Nil.

Recommendation: That:

- 1) Council staff continue to identify areas where there are a high number of feral cats and undertake trapping to help reduce the number of feral cats; and
- 2) Provide education to the community in the Council newsletter regarding responsible cat ownership.

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

7. **ENGINEERING AND ENVIRONMENTAL SERVICES REPORT**

(DEES)

Executive Summary

Monthly report on engineering and environmental services matters.

Report

a) **Works**

Storm Event: Emergency works for the September 2022 storm event are continuing on rural and unsealed roads. Working with Damage Control Project Management (DCPM) regarding funding for weather affected roads.

Work has commenced on the January '22 storm event, starting with the removal of trees that have fallen due to the rain events.

Sections of unsealed roads which have been identified as damaged as a result of January '22 rain events are under way. Marking out, repairs and gathering completion evidence will be time consuming but must be completed correctly to satisfy TfNSW.

Mittagong Yerong Creek Road: Clearing works has commenced with the removal of several trees. All culverts delivered. Project extended out to 2024. Work to commence September/October 2023.

The Rock Mangoplah Road: Complete.

Henty Pleasant Hills Road: Complete.

Unsealed Roads: maintenance of Shire gravel roads has been conducted on: Dunleveys Lane, Hollies Road, Klimpschs Lane, Jaegers Lane, Aummans Lane, Jaricks Lane, Weillys Lane, Vennells Lane, Kingstons Lane.

Maintenance Crews: Both the bitumen crews have been kept busy with an increase of pavement failures due to the weather. Routine maintenance has continued on our Local and Regional Roads. Maintenance crews have been attending to the backlog of customer enquiries, and the extension of culverts on The Rock Mangoplah Rd.

b) **Parks & Gardens**

Avenue of Honour

Landscaping of the Avenue of Honour extension has commenced; works include granite, garden beds, steel edging and a dry creek bed.

Weed Control

Weed control by mechanical and chemical methods is being conducted within urban areas as resources and conditions allow. Pesticides commonly used are Glyphosate and Dicamba. Signage will be placed at property entrance when spraying is in progress.

Trees

Annual under-pruning of Council's street trees and pruning of limbs protruding into urban lanes will commence shortly.

Lockhart Shires Street Tree Policy 2.44 states; 'Council is responsible for the planting and maintenance of street trees, including the selection of species, regular health, and safety checks, pruning, and removal and replanting requirements.

Resident concerns regarding street trees, including species selection, maintenance and/or removal should be made in writing and addressed to the General Manager. Such issues will be resolved based on risk and available budget and resources.

c) **Biosecurity**

Weeds

Property Inspections

Inspections were carried out on residential and rural properties, which contained Coolatai grass (*Hyparrhenia hirta*) in historical inspections, which were selected due to a change in ownership, or were seen to possess priority weeds from a neighbouring property. Travelling Stock Reserves, managed by Riverina Local Land Services, were also inspected.

The most commonly found weeds were Bridal creeper (*Asparagus asparagoides*), Privet (*Ligustrum* sp.), African lovegrass (*Eragrostis curvula*), St. John's wort (*Hypericum perforatum*), Horehound (*Marrubium vulgare*), Silverleaf nightshade (*Solanum elaeagnifolium*), Sweet briar (*Rosa rubiginosa*), Prickly pear (*Opuntia* sp.), Bathurst burr (*Xanthium spinosum*), Coolatai grass (*Hyparrhenia hirta*), Johnson grass (*Sorghum halepense*), Asparagus weed (*Asparagus* spp.), Feathertop Rhodes grass (*Chloris virgata*), Lippia (*Phyla canescens*), Athel pine (*Tamarix aphylla*), Green cestrum (*Cestrum parqui*), and Willow (*Salix* sp.) respectively.

No. 1 st Inspections	No. of Reinspections required	No. 2 nd Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No. 3 rd Inspections	No. 4 th Inspections
22	11	3	0	0	0	0

Control Program

Priority has been given to the control of African boxthorn (*Lycium ferocissimum*), Bathurst burrs (*Xanthium spinosum*), Bridal creeper (*Asparagus asparagoides*), Feathertop Rhodes grass (*Chloris virgata*), Horehound (*Marrubium vulgare*), Noogoora burr (*Xanthium occidentale*), and Prickly pear (*Opuntia* sp.) on roadside reserves and council managed land.

Pests

Autumn Fox Baiting Program

Autumn fox baiting began on 2 May, with bait distribution occurring on the Galore Hill Scenic Reserve and Kincaids Reserve. High numbers of bait uptake were recorded at Galore Hill Scenic Reserve.

d) **Development Approvals**

The following development applications were approved, with conditions, from 1 May to 31 May 2023.

DA/CDC No	Development	Applicant	Site of Development
DA43/23	Multi use storage facility	P Notarianni	12 Harry Davies Dr, Lockhart
DA46/23	Shed	J Kemp	64 Urana St, The Rock
DA49/23	Shed	SA Humphries	55 Wilson St, The Rock
DA50/23	Shed	J Ball	34 Norman St, The Rock
DA51/23	Verandah	Lifestyle Patios	19 Green St, Lockhart
DA52/23	Shed	S Harper	40 Railway St, The Rock
DA54/23	Verandah & detached carport	K Burn	57 Federal St, Lockhart
CDC55/23	Inground swimming pool	A Alexander	576 Webbs Lane, Cullivel
CDC56/23	Inground swimming pool	A Alexander	1082 Lockhart Boree Creek Rd, Boree Creek
DA57/23	New dwelling	B & H Homes	329 McKintys Lane, Urangeline
DA58/23	Demolition of existing dwelling	K Ziems	14-16 Galore St, Lockhart

Legislative Policy and Planning Implications

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

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

Integrated Planning and Reporting Reference

C2: Flora and fauna are protected across the Shire.

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

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachments

Nil.

Recommendation: That Council notes the information provided in the Engineering and Environmental Services report.

8. PROPOSED SPEED LIMIT CHANGES – GREEN STREET, LOCKHART

(DEES 23/6223)

Executive Summary

The speed limit in Green Street, between Mathews and Day Street is currently 50km/h. As a designated high pedestrian area the speed limit could be reduced to 40km/h.

Background

At the April Council meeting Cr Mathews requested that Council investigate changing the speed limit from 50km/h to 40km/h in the business area of Green Street. The matter was also raised at the April Traffic Committee meeting.

A subsequent report was presented to the May Council meeting where Council resolved:

“That Council seeks community feedback on a proposal to reduce the speed limit to 40km/h in Green Street, Lockhart, between Urana Street and Matthews Street.”

Report

Following public notice of the proposal Council received four submissions as follows:

1. Liz Lawson – Opposed

“I am writing to express my strong opposition of the introduction of a 40km speed limit in Green Street.

Whilst the road between Urana St and Mathews St occasionally gets busy with cars and pedestrians, the majority of the time it is very quiet.

As a person who drives this road numerous times a day, I feel decreasing the speed limit achieves very little. All it really does is open up the possibility of unnecessary speeding fines for members of our community and visitors to our town.

I strongly oppose this proposal.”

2. Lindsay Hock – Supported

“I absolutely support the introduction of a 40 km/h speed limit on Green Street between Urana and Matthews Streets. However, any imposed limit must be enforced as the present restrictions most certainly are not.

There are many B doubles and other large vehicles using Green Street when they have no requirement to do so, they should use the diversions currently available. I support any initiative that may have some effect in directing large vehicles away from the pedestrian hub of Lockhart.”

3. Robyn Dowdle – Supported

“I support the proposal to reduce the speed limit in the Green Street between Matthews and Urana Streets to 40kph.”

4. John Fox – Supported

“I read with interest the proposal to reduce the speed limit of Green Street between Urana & Matthews Streets. I fully endorse this proposal and hope Council is successful in its effort to reduce risk and improve safety.”

5. Margaret Madden - Supported

“Yes to slowing the traffic in the CBD block. Last week I sat having coffee and watching the traffic pass from Latte Da. I was amazed at the number of heavy vehicles passing through along with normal traffic that seem to be travelling over the speed limit. It also amazed me that Lockhart has three bypasses for heavy vehicles and we still have these vehicles using Green Street. Maybe the sign to slow down should start at Walter Day Park.

While I have a pen in hand I want to comment on these strange appendix attached to our already functional and attractive walkway. After that unfortunate accident which partly destroyed the walkway, and the effort put in to return the walkway to its glory, I was disappointed to see the black appendix added to each side serving no purpose or improvement.”

Reasons for the proposal include safety and heavy vehicle deterrence. Reasons against the proposal include that it will not make much difference to vehicle speeds and could result in fines for motorists.

The submissions are split 4:1 in favour of the proposal.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

Approval will need to be obtained from Transport for NSW (TfNSW) through the Regional Road Safety Manager and the Local Traffic Committee.

Budget and Financial Aspects

Funding for signage and line marking is available through TfNSW.

Attachments

Nil.

Recommendation: that Council seeks approval through Transport for NSW to introduce a 40km/h high pedestrian zone in Green Street, between Mathews Street and Day Street.

9. FOOTPATH MASTERPLAN

(DEES 23/6636)

Executive Summary

A footpath masterplan has been developed for the Shire and is presented to Council for adoption.

Background

Council has asked for a review of our footpath network and a masterplan drawn up to identify where new footpaths could be constructed.

Report

A footpath masterplan has been drawn up of what an ideal footpath network would look like for all townships in the LGA. The masterplan shows the existing footpath network, new locations and potential future network. A priority list has been created for each town based on usage and connectivity. The report provides a further priority list for the entire Shire. The list provides an indicative program dependent on funding availability and does not commit Council to expenditure. Any future funding for footpaths will be actioned based on the priority list.

Council has currently received funding under the Get Active NSW programme for part of the footpaths to be constructed in O'Connell and Hayes Street Lockhart which are in the masterplan. Applications for new footpaths in The Rock and footpath widening in the Shire were unsuccessful.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

Nil

Budget and Financial Aspects

Council has received funding under the Get Active NSW programme to extend footpaths in O'Connell and Hayes Street, Lockhart which will fund the first year of the masterplan.

Attachments

- Footpath Masterplan provided under separate cover.

Recommendation: That the Footpath Masterplan, as presented, be adopted.

STRATEGIC DIRECTION E: Strong Leadership and Governance

10. INVESTMENT AND BANK BALANCES REPORT – 31 MAY 2023

(DCCS: 23/)

Executive Summary

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

Report

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

Cash at Bank

Opening Combined Cashbook Balance		1,611,671.60
Add: Total Receipts		
	Rates	536,375.40
	Debtors	55,898.88
	Miscellaneous	58,309.85
	Interest	37,785.13
	Sale of Plant	367,853.83
	Roads to Recovery	155,535.00
	Financial Assistance Grant	307,427.00
	April BAS Refund	15,782.00
		1,534,967.09
Less: Total Payments		1,407,172.20
	New Investments	0
		0.00
Closing Combined Cashbook Balance		1,739,466.49
Closing Bank Statement Balance		
	Bendigo Bank	910,972.29
	Macquarie Bank	727,303.95
	Bendigo Bank-Prichard Trust	31,764.19
		1,670,040.43
Add: Outstanding Deposits		71,555.06
		1,741,595.49
Less: Outstanding Cheques		2,129.00
Closing Combined Cashbook Balance		1,739,466.49

	Interest Rate per Annum	Amount Invested	% of Total
Investments:			
Bank of Queensland	4.45	500,000.00	4.89
Bendigo Bank	4.55	500,000.00	4.89
Bendigo Bank	4.55	500,000.00	4.89
Bendigo Bank	4.05	250,000.00	2.44
Bendigo Bank	4.10	400,000.00	3.91
Bendigo Bank	4.25	500,000.00	4.89
Bendigo Bank	at call	79,595.83	0.78
Commonwealth Bank	4.53	500,000.00	4.89
Commonwealth Bank	4.49	500,000.00	4.89
Commonwealth Bank	4.23	500,000.00	4.89
Commonwealth Bank	4.21	500,000.00	4.89
Commonwealth Bank	4.22	500,000.00	4.89
Macquarie Bank	4.32	500,000.00	4.89
Macquarie Bank	4.32	500,000.00	4.89
Macquarie Bank	4.26	500,000.00	4.89
Macquarie Bank	4.63	500,000.00	4.89
Macquarie Bank	4.63	500,000.00	4.89
National Australia Bank	4.25	500,000.00	4.89
National Australia Bank	4.27	500,000.00	4.89
National Australia Bank	4.15	500,000.00	4.89
National Australia Bank	4.31	500,000.00	4.89
National Australia Bank	4.55	500,000.00	4.89
		10,229,595.83	100.00
			AMOUNT
			(763,300.09)
Combined Sewerage	1490-3000-0000		2,471,002.39
Trust Fund	8490-3000-0000		31,764.19
	9991-3000-0000		1,739,466.49
		1,739,466.49	1,739,466.49
	TOTAL FUNDS HELD ARE:	11,969,062.32	

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 2022/23 Operational Budget has forecast a total of \$39,750 income from interest on investments for General Fund & Sewer Fund combined. For the period July 2022 to May 2023, the average end of month balance of funds invested has been \$9.23 million and the average return on invested funds has been 4.35%. On these year to date figures, Council's budgeted income on investments will be achieved for the General Fund and Sewer Fund.

Responsible Accounting Officer Statement

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

Recommendation:

- a) That the 31 May 2023 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

11. ADOPTION OF DRAFT OPERATIONAL PLAN BUDGET 2023/24, DRAFT DELIVERY PROGRAM ESTIMATES 2024/25 – 2025/26 AND FEES & CHARGES 2023/24 AND MAKING OF THE 2023/24 RATES AND CHARGES

(DCCS: 23/6551)

Executive Summary

The Draft Operational Plan Budget 2023/24 and Draft Delivery Plan Estimates 2024/25 to 2026/27, including Fees & Charges 2023/2024, are tabled for Council's consideration and adoption.

General Fund Report

The Draft Operational Plan Budget 2023/24 and Draft Delivery Plan Estimates 2024/25 to 2026/27 along with Draft Fees and Charges 2023/2024 have been placed on exhibition for 28 days in accordance with the Local Government Act 1993 and the Council resolution passed on 15 May 2023. Submissions relating to the Delivery Program, Operational Plan, Budget Estimates and Fees and Charges are able to be received up to Monday 19 June 2023. At the time of preparing this report, the following submissions had been received:

- 1) The Yerong Creek Public Hall Management Committee:
 - a) increase annual subsidy of \$300, from \$4,200 to \$4,500.
- 2) The Yerong Creek Recreation Ground Management Committee:
 - a) Increase in annual subsidy of \$7,700, from \$9,800 to \$17,500.
 - b) A one-off allocation of \$32,000 (incl GST) to fund a new "second hand" cylinder mower and repairs to existing mower.

The Yerong Creek Recreation Ground subsidy has historically been less than the other three, main recreation grounds (Lockhart, Osborne, The Rock) due to the amount of usage i.e. Lockhart, Osborne and The Rock have both winter and summer sport and recreational activities. It is considered appropriate that a detailed review of all recreation ground subsidies be undertaken and a report presented to the next Council meeting.

The above requests have not been incorporated into the Draft Budget pending consideration by Council. However, the following adjustments have been made to the Draft Budget in line with a resolution of Council passed on 15 May 2023:

- Councillor Fees: Original Draft Budget \$105,000 - revised budget \$102,960 (Minute No. 81/23)
- Mayoral Fee: Original Draft \$30,000, revised budget \$28,430 (Minute No. 81/23)

At the time of preparing this report advice had been received that the negotiations for a new Local Government (State) Award have been finalised with a 4.5% wage increase effective from 1 July 2023. While the negotiations have been finalised the new Award is required to be formally made by the Industrial Relations Commission of New South Wales. This is expected to occur prior to 30 June 2023 however no adjustment will be made to the Budget until Council receives this confirmation. It is noted that the Draft Budget has been prepared with a 5% Award increase for the 2023/24 financial year. Any adjustments to this will be made at the first Quarterly Budget Review.

Any submissions received post this report being prepared will be tabled at the Council Meeting on 19 June 2023.

The following table provides a summary of General Fund expenditure for 2023/2024:

Total Operating Expenditure (excl. Depreciation)	10,401,195
Total Depreciation	3,300,000
Total Capital Expenditure + Loan Repayments	3,797,505
Total Expenditure	17,498,700

The Draft Budget for General Fund is based on a rate peg of 3.7% and provides for an adjusted budget deficit of \$68,756, taking into account the Councillor Fees and Mayoral allowance as adopted at Council's May 2023 meeting. The final budget deficit is subject to Council's consideration of the submissions during the public exhibition period including those referred to earlier in this report.

Sewer Fund Report

There are no amendments to report for the Draft Sewer Fund Operational Plan 2023/2024 and Draft Sewer Fund Delivery Plan Estimates 2024/25 to 2026/27 as publicly exhibited.

The following table provides a summary of Sewer Fund expenditure for 2023/2024.

Total Operating Expenditure (excl. Depreciation)	478,567
Total Depreciation	275,000
Total Capital Expenditure + Loan Repayments	130,884
Total Expenditure	884,451

The Draft Budget for Sewer Fund provides for a surplus of \$11,044.

Maximum Interest on Overdue Rates and Charges

The Office of Local Government released *Circular 23-02 Information about Ratings 2023/2024* on 8 May 2023 advising the Maximum Interest on Overdue Rates and Charges. In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2023 to 30 June 2024 (inclusive) will be 9.0% per annum.

Legislative Policy and Planning Implications

The Draft Operational Plan Budget 2023/24 and Draft Delivery Plan Estimates 2024/25 to 2026/27, including Fees & Charges 2023/2024 are required to be presented to Council for adoption after being placed on exhibition for 28 days in accordance with the Local Government Act 1993.

Integrated Planning & Reporting

As required under the Integrated Planning & Reporting Guidelines.

Budget and Financial Aspects – General Fund

The budget that is adopted will be Council's Budget for 2023/2024 that will fund the provision of Council's services and activities.

Attachments

1. Draft Operational Plan Budget 2023/24 and Draft Delivery Plan Estimates 2024/25 to 2026/27 and Council's Fees and Charges for 2023/2024, provided under separate cover.
2. Long Term Financial Plan 2023/24 to 2032/33, provided under separate cover.
3. Submission - Yerong Creek Public Hall Management Committee
4. Submission - Yerong Creek Recreation Ground Management Committee

Recommendation: That:

1. Council note and consider any public submissions received post the preparation of this report in respect to the Draft Operational Plan Budget 2023/24 and Draft Delivery Plan Estimates 2024/25 to 2026/27.
2. Council considers any public submissions received prior to the preparation of this report in respect to the Draft Operational Plan Budget 2023/24 and Draft Delivery Plan Estimates 2024/25 to 2026/27, namely:
 - a) The Yerong Creek Hall Management Committee annual subsidy be increased by \$300 to \$4,500; and
 - b) Consideration of the Yerong Creek Recreation Ground Management Committee's request for an increase in the annual subsidy, and one-off financial assistance, be deferred to the next Council meeting pending a review of subsidies paid to all recreation ground management committees.
3. The Draft Delivery Program 2025/2027 incorporating Budget Estimates 2024/25 to 2026/27 for income and expenditure for Council's General Fund and Sewer Fund and the Draft Revenue Policy, incorporating and changes agreed to in response to the submissions received, be adopted.
4. Pursuant to the provisions of the Local Government (Financial Management) Regulation 1993, expenditure required to finance works, services and activities of the Council for the financial year 2023/2024 as detailed in Part 1 Budget Estimates section of the Council's Operational Plan Budget 2023/2024 and Delivery Program Budget 2025/2027 be approved and voted accordingly.
5. The Draft Fees and Charges 2023/2024 be adopted.
6. The Council's Long Term Financial Plan 2023/24 to 2032/33 as presented be adopted:
7. In accordance with section 566(3) of the Local Government Act 1993, the rate of interest payable on overdue rates and charges for the period 1 July 2023 to 30 June 2024 (inclusive) be set at 9.0% per annum.
8. Council, pursuant to section 535 of the Local Government Act 1993, hereby **makes** the following **Ordinary Rates** for the rating period 1 July 2023 to 30 June 2024:
 - i. An *ad valorem* rate of 0.089790 cents in the dollar (zero point zero eight nine seven nine zero), on all rateable land in Lockhart Shire, categorised as FARMLAND in accordance with Section 515 of the Local Government Act 1993, and named "**Farmland**".
 - ii. An ordinary rate on all rateable land in Lockhart Shire, categorised as RESIDENTIAL in accordance with Section 516 of the Local Government Act 1993, excluding land that is subject to either Residential – Lockhart, Residential – The Rock, Residential – Yerong Creek or Residential – Rural, and named "**Residential**", comprising,
 - a) A base amount of \$40.00 (forty dollars) estimated to realise 28% (twenty eight percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.923995 cents in the dollar (zero point nine two three nine nine five).
 - iii. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as RESIDENTIAL - LOCKHART in accordance with Section 516 of the Local Government Act 1993, and named "**Residential – Lockhart**", comprising,
 - a) A base amount of \$75.00 (seventy five dollars) estimated to realise 19% (nineteen percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.439805 cents in the dollar (zero point four three nine eight zero five).
 - iv. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as RESIDENTIAL - THE ROCK in accordance with Section 516 of the Local Government Act 1993, and named "**Residential - The Rock**", comprising,
 - a) A base amount of \$75.00 (seventy five dollars) estimated to realise 18% (eighteen percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.329111 cents in the dollar (zero point three two nine one one one).

- v. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as RESIDENTIAL - YERONG CREEK in accordance with Section 516 of the Local Government Act 1993, and named “**Residential - Yerong Creek**”, comprising,
 - a) A base amount of \$80.00 (eighty dollars) estimated to realise 34% (thirty four percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.551031 cents in the dollar (zero point five five one zero three one)
 - vi. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as RESIDENTIAL - RURAL in accordance with Section 516 of the Local Government Act 1993, and named “**Residential - Rural**”, comprising,
 - a) A base amount of \$50.00 (fifty dollars) estimated to realise 11% (eleven percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.178817 cents in the dollar (zero point one seven eight eight one seven).
 - vii. An ordinary rate on all rateable land in Lockhart Shire, categorised as MINING in accordance with Section 517 of the Local Government Act 1993, and named “**Mining**”, comprising,
 - a) A base amount of \$150.00 (one hundred and fifty dollars) estimated to realise 0% (zero percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 1.8 cents in the dollar (one point eight).
 - viii. An ordinary rate on all rateable land in Lockhart Shire, categorised as BUSINESS in accordance with Section 518 of the Local Government Act 1993, excluding land that is subject to either Business – Lockhart, Business – The Rock or Business – Yerong Creek, and named “**Business**”, comprising,
 - a) A base amount of \$120.00 (one hundred and twenty dollars) estimated to realise 25% (twenty five percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 2.034880 cents in the dollar (two point zero three four eight eight zero)
 - ix. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as BUSINESS - LOCKHART in accordance with Section 518 of the Local Government Act 1993, and named “**Business – Lockhart**”, comprising,
 - a) A base amount of \$150.00 (one hundred and fifty dollars) estimated to realise 27% (twenty seven percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.792006 cents in the dollar (zero point seven nine two zero zero six).
 - x. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as BUSINESS - THE ROCK in accordance with Section 518 of the Local Government Act 1993, and named “**Business - The Rock**”, comprising,
 - a) A base amount of \$130.00 (one hundred and thirty dollars) estimated to realise 20% (twenty percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 0.530457 cents in the dollar (zero point five three zero four five seven).
 - xi. An ordinary rate on all rateable land in Lockhart Shire, sub-categorised as BUSINESS - YERONG CREEK in accordance with Section 518 of the Local Government Act 1993, and named “**Business - Yerong Creek**”, comprising,
 - a) A base amount of \$50.00 (fifty dollars) estimated to realise 12% (twelve percent) of the total yield of this rate, and
 - b) An *ad valorem* rate of 1.610282 cents in the dollar (one point six one zero two eight two).
9. Council, pursuant to section 535 of the Local Government Act 1993, hereby **makes** the following charges for the rating period 1 July 2023 to 30 June 2024:

WASTE MANAGEMENT:

- i. A Domestic Waste Management annual charge of \$423.00 (four hundred and twenty three dollars) for a once weekly food organics and garden organics bin collection service and a once fortnightly general waste bin and recycle bin collection service for all rateable residential properties with a dwelling, located within the area for which the service is available, named “**Domestic Waste Management**”.
- ii. A Domestic Waste Management vacant charge of \$59.00 (fifty nine dollars) for all vacant rateable residential assessments located within the area for which the service is available, named “**Domestic Waste Vacant**”.
- iii. An additional Domestic Waste Management annual charge of \$140.00 (one hundred and forty dollars) for an additional once weekly food organics and garden organics bin collection service for any rateable residential properties with a dwelling who request the additional service, located within the area for which the service is available, named “**Domestic Waste Additional FOGO**”.
- iv. An additional Domestic Waste Management annual charge of \$140.00 (one hundred and forty dollars) for an additional once fortnightly general waste bin collection service for any rateable residential properties with a dwelling who request the additional service, located within the area for which the service is available, named “**Domestic Waste Additional Garbage**”.
- v. An additional Domestic Waste Management annual charge of \$140.00 (one hundred and forty dollars) for an additional once fortnightly recycle bin collection service for any rateable residential properties with a dwelling who request the additional service, located within the area for which the service is available, named “**Domestic Waste Additional Recycle**”.
- vi. A Waste Management annual charge \$423.00 (four hundred and twenty three dollars) for a once weekly food organics and garden organics bin collection service and a once fortnightly general waste bin and recycle bin collection service for all rateable non-residential occupied properties, located within the area for which the service is available, named “**Waste Management Non-residential**”.
- vii. A Waste Management vacant charge of \$59.00 (fifty nine dollars) for all vacant rateable non-residential assessments located within the area for which the service is available, named “**Waste Management Vacant Non-residential**”.
- viii. An additional Waste Management annual charge of \$140.00 (one hundred and forty dollars) for an additional once weekly food organics and garden organics bin collection service for any rateable occupied non-residential properties who request the additional service, located within the area for which the service is available, named “**Waste Management Additional FOGO**”.
- ix. An additional Waste Management annual charge of \$140.00 (one hundred and forty dollars) for an additional once fortnightly general waste bin collection service for any rateable occupied non-residential properties who request the additional service, located within the area for which the service is available, named “**Waste Management Additional Garbage**”.
- x. An additional Waste Management annual charge of \$140.00 (one hundred and forty dollars) for an additional once fortnightly recycle bin collection service for any rateable occupied non-residential properties who request the additional service, located within the area for which the service is available, named “**Waste Management Additional Recycle**”.
- xi. A Waste Management charge of \$59.00 (fifty nine dollars) for all assessments with a dwelling who do not receive a Domestic Waste Management charge, named “**Tip Availability**”.

SEWERAGE CHARGES:

- xii. A Sewerage Availability annual charge of \$575.00 (five hundred and seventy five dollars) for all rateable residential properties with a dwelling, located within the town of Lockhart for which the service is available, named “**Lockhart Sewerage Residential**”.
- xiii. A Sewerage Availability vacant annual charge of \$295.00 (two hundred and ninety five dollars) for all vacant rateable residential properties, located within the town of Lockhart for which the service is available, but is not connected, named “**Lockhart Sewerage Vacant Residential**”.

- xiv. A Sewerage Availability annual charge of \$575.00 (five hundred and seventy five dollars) for all rateable residential properties with a dwelling, located within the town of The Rock for which the service is available, named “**The Rock Sewerage Residential**”.
- xv. A Sewerage Availability vacant annual charge of \$295.00 (two hundred and ninety five dollars) for all vacant rateable residential properties, located within the town of The Rock for which the service is available, but is not connected, named “**The Rock Sewerage Vacant Residential**”.
- xvi. A Sewerage Availability annual charge of \$575.00 (five hundred and seventy five dollars) for all rateable residential properties with a dwelling, located within the town of Yerong Creek for which the service is available, named “**Yerong Creek Sewerage Residential**”.
- xvii. A Sewerage Availability vacant annual charge of \$295.00 (two hundred and ninety five dollars) for all vacant rateable residential properties, located within the town of Yerong Creek area for which the service is available, but is not connected, named “**Yerong Creek Sewerage Vacant Residential**”.
- xviii. A Sewerage Availability annual charge of \$295.00 (two hundred and ninety five dollars) for all water meter sizes for all rateable non-residential properties, located within the town of Lockhart for which the service is available, named “**Lockhart Sewerage Non-residential access charge**”.
- xix. A Sewerage usage annual charge of \$1.41 (one dollar and forty one cents) per kilolitre for all rateable non-residential properties, located within the town of Lockhart for which the service is available, named “**Lockhart Sewerage Non-residential usage charge**”.
- xx. A Sewerage Availability annual charge of \$295.00 (two hundred and ninety five dollars) for all rateable non-residential properties, located within the town of Lockhart for which the service is available, that are vacant and/or do not have a water meter, named “**Lockhart Sewerage Non-Residential Vacant**”.
- xxi. The minimum charge applicable to **Lockhart non-residential** metered assessments will be \$575.00 (five hundred and seventy five dollars) for the period 1 July 2023 to 30 June 2024.
- xxii. A Sewerage Availability annual charge of \$295.00 (two hundred and ninety five dollars) for all water meter sizes for all rateable non-residential properties, located within the town of The Rock for which the service is available, named “**The Rock Sewerage Non-residential access charge**”.
- xxiii. A Sewerage usage annual charge of \$1.41 (one dollar and forty one cents) per kilolitre for all rateable non-residential properties, located within the town of The Rock for which the service is available, named the “**The Rock Sewerage Non-residential usage charge**”.
- xxiv. A Sewerage Availability annual charge of \$295.00 (two hundred and ninety five dollars) for all rateable non-residential properties, located within the town of The Rock for which the service is available, that are vacant and/or do not have a water meter, named “**The Rock Sewerage Non-Residential Vacant**”.
- xxv. The minimum charge applicable to **The Rock non-residential** metered assessments will be \$575.00 (five hundred and seventy five dollars) for the period 1 July 2023 to 30 June 2024.
- xxvi. A Sewerage Availability annual charge of \$295.00 (two hundred and ninety five dollars) for all water meter sizes for all rateable non-residential properties, located within the town of Yerong Creek for which the service is available, named “**Yerong Creek Sewerage Non-residential access charge**”.
- xxvii. A Sewerage usage annual charge of \$1.41 (one dollar and forty one cents) per kilolitre for all rateable non-residential properties, located within the town of Yerong Creek for which the service is available, named the “**Yerong Creek Sewerage Non-residential usage charge**”.
- xxviii. A Sewerage Availability annual charge of \$295.00 (two hundred and ninety five dollars) for all rateable non-residential properties, located within the town of Yerong Creek for which the service is available, that are vacant and/or do not have a water meter, named “**Yerong Creek Sewerage Non-Residential Vacant**”.

- xxix. The minimum charge applicable to **Yerong Creek non-residential** metered assessments will be \$575.00 (five hundred and seventy five dollars) for the period 1 July 2023 to 30 June 2024.

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Staff Report 10: Attachment 3 – Submission - Yerong Creek Public Hall Management Committee

R'd 11/5/2023.

Y C 62

The General Manager

Peter Venerus

PO Box 21

Lockhart NSW 2656

Yerong Creek Hall Committee

Fleurbaix

451 Shaws Lane

Yerong Creek NSW 2642

3 May 2023

Dear Peter,

At our recent Yerong Creek Hall Committee Meeting a motion was moved to request the Lockhart Shire Council to increase our Annual Subsidy from \$4200 to \$4500, an increase by \$300.00.

If this could be granted it would be greatly appreciated as it would help our ever-increasing commitments.

Kind Regards



Libby Webb

Secretary

Yerong Creek Hall Committee

Staff Report 10: Attachment 4 – Submission - Yerong Creek Recreation Ground Management Committee

YERONG CREEK RECREATION GROUND COMMITTEE

President Colin Hagen

Secretary Kevin Driscoll

Treasurer Debbie Mott

The General Manager
Peter Veneris
Lockhart Shire Council
65 Green St, Lockhart NSW 2650

Dear Peter

Submission re the Operational Plan Budget 2023/24

Firstly, as President of the Yerong Creek Recreation Ground S355 Committee, I would like to again thank Lockhart Shire Council for the great support given to Yerong Creek. Cr Hunter and Craig Fletcher's attendance at our meetings and subsequent contact with staff has been very helpful. Also the maintenance work by your staff at the Stanley Galvin Park is also much appreciated.

Since the AGM of the Committee in February 2022, we have committed to work to upgrade facilities at the recreation ground. This work includes substantial replacement of old sub-standard water and electricity supply. Also we are committing to additional ongoing costs to maintain the facilities, including a substantial hike in town water use to water the cricket oval.

The Yerong Creek Recreation Ground Committee lodge this submission because we now have immediate need for funds in two areas.

Firstly we request an adjustment to the annual S356 contribution to the Committee to meet increased annual costs, including power and water accounts. All we ask here is that our annual subsidy be aligned to that which Osborne and The Rock have been receiving. This is an extra \$7,700 per annum.

The other immediate need is with regard to mowing and mowers. Even without the cricket oval upgrade, we have been deficient in mower capability. A three reel cylinder mower is required specifically for the two ovals, and to replace a mower recently lost due to safety deficiencies. And the existing ride-on rotary mower needs an overhaul. We request an allocation of \$32,000 to enable our committee to continue to meet our mowing needs. A cylinder mower is specified being required for the new couch grass cricket field.

I appreciate the Councils consideration of our request. The details of this submission are attached. If you require any other information, please don't hesitate to contact me.

Yours faithfully

Colin Hagen
President
Yerong Creek Recreation Ground Committee.
0490 110309

Submission to Lockhart Shire Council re the 2023/24 Operational Plan

A. The S356 Contribution to Yerong Creek Recreation Ground Committee.

We request that the Council increase the annual S356 Contribution to our committee from \$9,800 to \$17,500 for 2023/24. This is an extra \$7,700 to match the subsidies to both Osborne and The Rock.

Our justification for this request is based on the following. And this includes comparisons to The Rock and Osborne Recreation Ground S356 subsidies.

The Rock and Yerong Creek have combined cricket, football and netball teams. The Rock hosts the Winter sports, football and netball. And Yerong Creek hosts the Summer sport, cricket. Both venues have two ovals to maintain. Also The Rock has netball courts, while Yerong has tennis courts. There is a big difference with regard to costs and income.

One major difference is both the volume used and cost of irrigation water. Yerong Creek is irrigating for Summer sport. Whereas The Rock irrigates for Winter sport. Also, unlike the other recreation grounds in Lockhart Shire, Yerong Creek has no options other than expensive town water costing \$1.51 per kl. Whereas The Rock has bore water, Lockhart re-use, and Osborne a good dam catchment. When we start irrigating the cricket oval in 2023/24, we anticipate the water account will increase by an average around \$5,000 per year. But this estimate requires a compromise in particularly dry years where outer areas of the oval would not be watered. A more suitable average would be \$8,000 per year. The increase in electricity use by the new irrigation pump is estimated to be typically \$450 per year.

In 2023/24 our power use will be mainly from night tennis, campers and the irrigation pump. Electricity usage charges by our retailer increased from 34.1 cents to 50.6 cents per unit in September 2022. A 48% increase in one step. If this increase was applied to our 2022 usage, it is an extra \$3,400, taking that 2022 account to \$11,300. In March 2023 our committee increased the charge for a powered camping site by \$5 per night to help cover increased energy costs.

Our recent commitments to expenditure from our Recreation Ground Committee account include the following. Replacement of ancient plumbing, first stage. \$9,840. (completed 2023)
Replacement of pole and meter box to meet Essential Energy standards. \$16,430 (in progress)
These costs have a big impact on our Committees bank balance.

There are things we are considering now requiring additional operational funds. These include mowing, as well as ongoing chemicals and topdressing to maintain the cricket ground to the standard required for representative cricket. Also to fix and replace the ancient plumbing for toilets, pavillion and camping facilities. Fences have to be adjusted and reconstructed next to the fourth tennis court and also for the Bernie O'Connell knockout. And, in conjunction with the cricket club, we will be seeking various grants for a new roller, practice nets and other facilities. Our committee needs funds to assist with these proposed improvements.

Regarding potential for income, winter sports have gate-takings and broader appeal for sponsorship. Cricket and tennis at Yerong Creek derive no such regular income.

B Mowers

We request an allocation of \$32,000 (inc GST) for the provision of two suitable mowers for our volunteers to mow the recreation facilities. This is based on a “new” mower to replace the old Iseki mower recently removed due to inadequate safety features. Plus an overhaul of our existing Toro ride-on rotary mower. The estimates for these two items are \$27,000 and \$5,000 respectively.

The first item can be considered a plant replacement. This estimate of \$27,000 is based on a second hand unit available now from a dealer. The new price for this unit is \$68,381 (inc GST)

A three reel cylinder mower similar to a Toro Reelmaster 3100 D (pictured) is most suited to mow the two Yerong Creek ovals. The cutting action doesn't damage couch turf as can a rotary blade action. The unit has an 1830 mm cut and three cylinder Kubota diesel engine which would allow an oval to be mowed in about one hour. Purchasing a new one is not an option. Apart from the new price of \$68,381, being the Local Govt. Procurement Price, the wait for delivery is estimated to be 6 to 9 months. Covid has also put a premium on the the cost of used units. Toro have a strong hold on the market and alternative brands are scarce.



Presently a 12 year old ex-school Toro Reelmaster 3100 D with 3,000 hours can be purchased for \$25,000 (incl GST) with a 3 month warrenty. As the unit has a design life of over 4,000 hours, we could assume such a unit would operate at Yerong Creek for a further ten years without any major work being required. Due to covid and a limit on new units available, finding the right used machine at the right price will only get more difficult month by month.

The second item is for an overhaul of the current Toro Timecutter HD 54” rotary mower that has done 790 hours since the Committee purchased it six years ago. It is used for all the general mowing. When belts and pulleys were serviced in February 2023 the workshop advised that the starter motor needs replacing and the engine has a serious noise that needs attention. The exact cost for repair work can only be determined once the machine is in a workshop. The replacement cost for this mower is \$14,700. This overhaul, costing up to \$5,000 should allow it to operate satisfactorily for a further five years. Council recently reviewed and upgraded the safety features on this machine, but not the mechanical features.

Yerong Creek is not asking Council to mow and maintain our recreation ground using staff, as done elsewhere in the Shire. Our volunteers will do the mowing. The timing of the mowing is a bit critical for the cricket season, as is the maintenance of the turf wicket.

To determine the best way to undertake these two tranactions, we propose to meet with Council staff. Ultimately the plant all belongs to Council. However, the acquisition by the Committee of a second hand unit, from either a dealer or private sale, with compliance to procurement procedures, will require some discussion.

12. POLICY REVIEWS

(GM: 23/5910)

Executive Summary

Three policies are scheduled for review in accordance with the three-year cycle referred to in Policy No. 1.0 Policies – Procedure for Consideration and Adoption.

Report

At its meeting held on 20 March 2023, Council endorsed “Policy No. 1.0 Policies – Procedure for Consideration and Adoption” which set out a process for the systematic review of Council policies and the development of new policies.

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

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

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

The following three policies are presented for review in accordance Policy No. 1.0:

- a) Policy 2.22 Private Works – Charges for Works under Section 67 of the Local Government Act
- b) Policy 2.48 Awnings, Verandas & Balconies over Footways
- c) Policy 3.18 Credit Card and Fuel Card Use

Copies of the above Policies are attached.

No changes are proposed to Policy 2.22 and Policy 2.48.

With respect to Policy 3.18 Credit Card and Fuel Card Use it will be noted that this Policy has been reviewed more frequently than the minimum three-year cycle, mainly in response to recommendations arising from internal audit and external audit activities. On this occasion it is proposed to amend the Policy by increasing the limit on expenditure from \$15,000 to \$25,000.

Council has one credit card account to which four (4) credit cards are linked (issued to the Mayor, General Manager and two Directors) with an aggregate maximum limit over all four cards of \$15,000. With increasing costs and an increasing number of purchasers being required to be made online, an increased limit is required for operational efficiency. The aggregate maximum limit was last reviewed in 2018.

Integrated Planning and Reporting Reference

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

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

Legislative Policy & Planning Implications

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

Pursuant to section 67(1) of the Local Government Act a council may, by agreement with the owner or occupier of any private land, carry out on the land any kind of work that may lawfully be carried out on the land. A council must not carry out work under this section unless it proposes to charge an approved fee for carrying out the work as determined by the council.

Council has previously sought advice regarding the ownership of verandas from the LGNSW legal unit who advised that “...the verandahs and the verandah footings which are affixed to the footpath are part of the building to which they are attached and so are owned by the owner of that building.”

Budget & Financial Aspects

Nil.

Attachments

1. Policy 2.22 Private Works – Charges for Works under Section 67 of the LG Act
2. Policy 2.48 Awnings, Verandas & Balconies over Footways

3. Policy 3.18 Credit Card and Fuel Card Use

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

- a) Policy 2.22 Private Works – Charges for Works under Section 67 of the LG Act
- b) Policy 2.48 Awnings, Verandahs & Balconies over Footways
- c) Policy 3.18 Credit Card and Fuel Card Use

[Next Report](#)

Staff Report 11: Attachment – Policy 2.22 Private Works – Charges for Works Under Section 67 of the Local Government Act

2.22 Private Works – Charges for Works under Section 67

POLICY TITLE: PRIVATE WORKS – CHARGES FOR WORKS UNDER SECTION 67

FILE REF: SC18

REVIEW DATE: JUNE 2026

OBJECTIVES

To ensure properly authorised utilisation of Council resources and plan as well as to establish liability for payment of debtor accounts thereby assisting with financial control.

POLICY STATEMENT

- a) The client is solely responsible for any associated damages occasioned by the plant during the course of any private works projects, e.g. damage to water lines, electricity, telecommunications or any building or property damage and the like are not the responsibility of the plant operator or Council.
- b) It is the responsibility of the client to familiarise himself with the capacity and capability of any plant requests and its suitability to execute the particular work proposed. Furthermore, the applicant shall, as necessary, organise, supervise and explain all proposed works to Council's representative so that such works can proceed with all possible efficiency and expedition.
- c) Charges at full rates shall be based on time from depot, campsite or previous/next job (whichever is the closest) and return, including unproductive waiting time occasioned by the client but shall not include:
 - (i) Plant servicing or breakdown time.
 - (ii) Staff travelling time to and from campsite, etc. except where the work is outside Council's area or otherwise involves abnormal travelling, when such time shall be charged at transport vehicle (and extra labour only, if appropriate) rates.
- d) Charges are on an hourly basis including operator and will be levied on the basis of minimum hire per unit of one half hour, except in special circumstances as may be approved in advance by the Director Engineering and Environmental Services or delegate. Hire for periods in excess of one hour shall be charged on the basis of proportionate half hourly increments. A minimum charge as determined by Council in its Annual Fees and Charges will apply to all private works.
- e) Plant is only made available for hire when operated by authorised Council employees. All payments to operators shall be made by Council, which will levy all charges for work undertaken.
- f) Whilst efforts will be made to provide services to suit individual customers, the needs of the community at large must receive preference over works of this nature which will therefore be undertaken at the convenience of the Council and as directed by the Director Engineering and Environmental Services or his/her representative and further.
- g) The rates to apply for each year of operation will be as fixed by Council in conjunction with the adoption of the Annual Operational Plan and Budget, Revenue Policy and Fees and Charges and at such other time as Council shall see fit to amend or vary such charges.

*Adopted by Council – 19 June 2023
Refer Minute No. xx/23*

*Adopted by Council – 17 August 2020
Refer Minute No. 161/20*

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

*Adopted by Council – 23 April 2001
Refer Minute No. 22610*

Staff Report 11: Attachment - Policy 2.48 Awnings, Verandahs and Balconies Over Footways

2.48 Awnings, Verandahs & Balconies over Footways

POLICY TITLE: AWININGS, VERANDAHS & BALCONIES OVER FOOTWAYS

FILE REF: SC67

REVIEW DATE: JUNE 2026

INTRODUCTION

This policy details the construction, management and maintenance requirements and responsibilities in relation to awnings, verandahs and balconies constructed over Council public roads, including footways.

OBJECTIVES

- To ensure heritage value and the character of the streetscape is preserved.
- To ensure that such structures are safe with regard to pedestrian and vehicle movements (refer to standards and codes).
- That such structures constructed within Council's road reserve are done so with the approval of Council under Section 138 of the Roads Act 1993.
- To confirm the responsibility of property owners to maintain the safety, ongoing structural integrity and insurance of privately constructed awnings, verandahs and balconies over Council land.
- To encourage the erection of awnings, verandahs and balconies, to the extent that they are appropriate in the circumstances of each case.
- Raise awareness of the need for owners to regularly monitor the safety of their awnings.
- Promote an increased level of protection of public health and safety by reducing the risk of harm, injury or death which may result from the failure of an awning overhanging the Council's footways.

SCOPE

This policy is to be applied to all awnings, verandahs and balconies constructed over public road and footways for which Council is the roads authority.

REQUIREMENTS

Construction

Obligations to Applicable Road Authority

Control of public roads (including footways) is divided between Council and Transport for NSW.

Prior to lodging any Development Application or Construction Certificate that includes a projection over Council public road or footway, the applicant needs to obtain advice regarding obligations to the applicable roads authority. In this respect the prospective applicant should contact Council's Engineering and Environmental Services directorate.

Legislation

Construction of awnings, verandas and balconies in association with commercial buildings; buildings that are listed or proposed heritage items; or buildings located in heritage conservation areas require approval under the following legislation:

- Approval under Section 138 of the Roads Act 1993 (Roads Act);
- Development consent under the Environmental Planning & Assessment Act 1979 (EPA Act);
- Local Government Act 1993 (LG Act); and
- NSW Planning Circular BS 13-001 entitled "Safety of Awnings Over Public Lands", dated 8 March 2013 and Practice Note 18 Inspection and Assessment of Existing Tied Awnings, July 2008.

Approval Requirements

Approvals required for an awning may include a:

- Consent for the purposes of complying with s138 of the Roads Act;
- Development consent under the EPA Act for the erection or future, continued use of an awning where required by the applicable planning controls; and
- Building certificate under the EPA Act for existing awnings for which there is no record of a development consent for the erection of the awning.

An application for a new awning is to comply with:

- Australian Standard 1170.0 – Structural Design Actions – General Principles
- Australian Standard 1170.1 – Structural Design Actions – Permanent, Imposed and Other Actions
- Australian Standard 1170.2 – Structural Design Actions – Wind Actions
- Building Code of Australia.

An application is also to comply with this Policy.

Management

Legislation

Section 142 of the Roads Act 1993 specifies that any person who has a right to the control, use or benefit of an awning, balcony or verandah over Council public roads, including footways, has an obligation to maintain the structure in a satisfactory state of repair.

Requirements

Council confirms the following:

1. The property owner is responsible to ensure the maintenance, safety and ongoing structural integrity and insurance of awnings, verandah and balconies constructed over footways.
2. In the interests of public safety, it is recommended that the property owner arrange that an inspection be undertaken by a suitably qualified structural engineer to certify that the structure is structurally adequate and in good repair. It is recommended that this be undertaken at least once every 5 years.

If any resulting replacement/alterations or maintenance works are required, Council approval may be necessary prior to commencement of any works (refer below).
3. Property owners are required to hold Public Liability Insurance (minimum \$20 million) over the awning, verandah or balcony and note Council's interests on the policy.
4. Council may request the property owner to provide proof of Public Liability Insurance and/or structural certification at any time and random checks will be undertaken as resources permit.
5. Council will maintain an awning register.
6. Council will remind property owners of their responsibilities via written notification on a periodic basis.

Replacement/Alteration

Depending on the scope of works, replacements, alterations or additions to existing structures will require a development application to be submitted to Council.

Maintenance

With regard to maintenance of the structure, the property owner is required to comply with the following:

1. Within 21 days of identifying any required maintenance, the property owner must seek approval from Council's Engineering & Environmental Services directorate prior to commencement of any works.
2. Depending on the scope of works and impact on pedestrian safety and movement, Council's Engineering & Environmental Services directorate may require the property owner to lodge an application to undertake the works under s138 of the Roads Act 1993.

3. If, at any time, the structure is deemed unsafe, the property owner must contact Council's Engineering & Environmental Services directorate within 24 hours of identification to obtain approval to barricade the structure and footway to ensure public safety. Application under s138 of the Roads Act 1993 will be required where deemed necessary by Council.
4. All maintenance and/or rectification works must be undertaken within a timeframe that is specified by Council.
5. All costs associated with rectification works, including any adjustments or rectification works resulting in damage to Council land or assets, or any other public utilities, will be borne by the property owner.
6. Where the maintenance/rectification works are not undertaken in a manner and within a timeframe acceptable to Council or if Council becomes aware of a defective awning, veranda or balcony, Council will take appropriate action to have the structure rectified under relevant sections of the Local Government Act 1993.

POLICY ADMINISTRATION

The administration of this policy is the responsibility of Council's Engineering & Environmental Services directorate.

*Adopted by Council – 19 June 2023
Refer minute No. xxx/23*

*Adopted by Council – 15 June 2020
Refer minute No. 106/20*

*Adopted by Council – 15 May 2017
Refer minute No. 100/17*

Staff Report 11: Attachment - Policy 3.18 Credit Card and Fuel Cards Use

3.18 Credit Card and Fuel Card Use

POLICY TITLE: CREDIT CARD USE

FILE REF: SC67

REVIEW DATE: JUNE 2026

OBJECTIVES

The purpose of this Policy is to:

- 1) Establish rules for the use of credit cards and fuel cards issued by Council.
- 2) Ensure that organisational transactions are carried out as efficiently as possible through the use of corporate credit cards when appropriate.
- 3) To provide an alternative mechanism for the purchase of fuel for Council supplied vehicles.
- 4) Guard against any possible misuse of corporate credits cards and fuel cards issued by Council.
- 5) Ensure the use of corporate credit cards and fuel cards is in accordance with the relevant legislation.

CREDIT CARDS

Issue of Corporate Credit Cards

The issue of corporate credit cards will be restricted to the holders of the following positions within the organisation:

- 1) Mayor
- 2) General Manager
- 3) Director Corporate and Community Services
- 4) Director Engineering and Environmental Services

Other positions may be added to the list with the approval of the Council.

Each corporate credit card will be issued to a specific person who will remain personally responsible for the use of the card. No more than one card shall be issued per cardholder.

The recipient of the credit card will be required to sign a document acknowledging and agreeing to the conditions of use outlined in this Policy (refer Schedule A attached).

Credit Limit

There is only one Council credit card account, to which the four (4) credit cards are linked, with an aggregate maximum limit of \$25,000.

This limit may be varied by the council.

Credit Card Usage

The use of corporate credit cards shall be subject to the following conditions:

- 1) The credit card shall only be used for those activities that are directly related to the cardholder's function within the Council.
- 2) The credit card shall not be used for prohibited or illegal purchases or purchases that may bring the name of the Council into disrepute.
- 3) A cardholder may use the credit card to pay a claim that includes both official and coincidental private expenditure. In such cases the cardholder must reimburse the Council for any coincidental private expenditure.
- 4) Cardholders shall not authorise their own expenditure. The Mayor shall approve the General Manager's credit card transactions. The General Manager shall approve the monthly statement of all other cardholders.
- 5) Cardholders shall not obtain cash advances through the use of a corporate credit card.

Cardholder Responsibilities

It shall be the responsibility of cardholders to:

- 1) Obtain and retain sufficient supporting documentation to validate the expense and attach these to the monthly statement from the bank.
- 2) Review the monthly statement and verify that the goods and/or services listed were received and report any inaccuracies to the Director of Corporate and Community Services.
- 3) Sign the monthly statement to verify that the transactions have been made for official purposes.
- 4) Take adequate measures to ensure the security of the credit card.
- 5) Notify the bank and the Director of Corporate and Community Services immediately if the card is lost or stolen or if any unauthorised transaction is detected or suspected.
- 6) Return the card to the Director of Corporate and Community Services if the cardholder resigns, the General Manager has determined that there is no longer a need for the cardholder to retain his/her credit card or the credit card has been cancelled by the bank.

Withdrawal of Corporate Credit Cards

A corporate credit card may be withdrawn or cancelled for the following reasons -

- 1) The cardholder ceases to be an employee of the Council.
- 2) It is determined that there is no longer a need for the cardholder to have a credit card purchasing facility.
- 3) Misuse of the credit card by the cardholder including inappropriate expenditure or non-compliance with the conditions of use set out in this Policy.

Lost/Stolen Cards

Lost or stolen cards must be cancelled as soon as possible by telephoning the Bendigo Bank on 1300 366 666 (24 hrs). Details of the cancellation including the Bank's reference number, date and time are to be forwarded to the Director of Corporate and Community Services.

Replacement of Damaged Cards

Damaged cards can be replaced by returning it to the Director of Corporate and Community Services and requesting a replacement card. On arrival of the new card the cardholder will be notified to collect it from the Bendigo Bank.

Payment of Credit Card

The Director of Corporate and Community Services will arrange payment of the credit card statement at the end of each month to avoid incurring interest charges.

FUEL CARDS

Issue of Fuel Cards

- 1) The Director Corporate and Community Services will be responsible for issuing fuel cards to employees who are provided with a Council vehicle in the course of their employment.
- 2) The recipient of the fuel card will be required to sign a document acknowledging and agreeing to the conditions of use outlined in this Policy (refer Schedule B attached).
- 3) The Director Corporate and Community Services will maintain a register of all employees who have been issued with a Council fuel card.
- 4) Notwithstanding 1) above, a fuel card may be issued for the purposes of purchasing unleaded fuel for all small plant items such as lawn mowers, line trimmers etc.

Fuel Card Usage

- 1) The fuel card must only be used for the vehicle it is assigned to and must not be utilised to refuel another vehicle.
- 2) The fuel card must be retained with the associated vehicle at all times.
- 3) The "small plant" fuel card shall be kept securely at Council's depot under the control of the Storeperson who may issue it to users of small plant items as needed.

Cardholder Responsibilities

It shall be the responsibility of cardholders to:

- 1) Initial the fuel receipt issued at the fuel outlet.
- 2) Forward all fuel receipts to the Accounts Payable/Payroll Officer in a timely manner.
- 3) Take adequate measures to ensure the security of the fuel card.
- 4) Notify the Director Corporate and Community Services immediately if the fuel card is lost or stolen.
- 5) Return the fuel card to the Director Corporate and Community Services on request.
- 6) Users of the “small plant” fuel card are required to initial the fuel receipt and return it with the fuel card to the Storeperson. The Storeperson is responsible for forwarding the receipts to the Accounts Payable/ Payroll Officer in a timely manner.

Withdrawal of Fuel Cards

A fuel card may be withdrawn or cancelled for the following reasons:

- 1) The cardholder ceases to be an employee of the Council.
- 2) It is determined that there is no longer a need for the cardholder to have a fuel card.
- 3) Misuse of the fuel card by the cardholder including non-compliance with the conditions of use set out in this Policy.

Lost/Stolen and Damaged Fuel Cards

- 1) Lost or stolen cards must be cancelled as soon as possible by notifying the relevant fuel company.
- 2) Damaged cards can be replaced by returning it to the Director Corporate and Community Services and requesting a replacement card.

Payment of Fuel Card Statement

The Director of Corporate and Community Services will arrange payment of the monthly fuel statement at the end of each month.

*Adopted by Council 19 June 2023
Refer minute xxx/23*

*Adopted by Council 16 May 2022
Refer minute 106/22*

*Adopted by Council 20 May 2019
Refer minute 131/19*

*Adopted by Council 21 October 2018
Refer minute 280/18*

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

*Adopted by Council – 20 June 2005
Refer Minute No. 24662*

13. REVIEW OF WARD BOUNDARIES

(GM: 23/6632)

Executive Summary

Councils must review their ward boundaries and notify the NSW Electoral Commission (NSWEC) of any changes to ward boundaries and/or names by **5 October 2023**.

Report

Pursuant to section 211 of the *Local Government Act 1993* councils that are divided into wards must keep ward boundaries under review to ensure the difference in elector numbers between wards does not exceed 10%.

Before altering ward boundaries, councils must:

- Consult the NSW Electoral Commission (NSWEC) and the Australian Statistician; and
- Prepare and publicly exhibit a plan detailing any proposed alteration (the ward boundary plan).
- Councils must publicly exhibit the ward boundary plan for at least 28 days and consider any submissions made during the 42-day consultation period.
- Ward boundary and name changes must be made by **5 October 2023** to be in effect for the **14 September 2024** ordinary elections unless the Electoral Commissioner otherwise approves in special circumstances.

According to the office of Local Government the most efficient way to ascertain if there is a variation of greater than 10% is as follows:

- Find the difference between the ward with the most electors and the ward with the fewest electors.
- Divide that difference by the number of electors in the smallest ward (that is, the ward with the fewest electors).
- If the result is more than 10%, Council will be required to follow the ward boundary alteration processes outlined above.

The following information has been extracted from the NSWEC website regarding the number of electors in Lockhart Shire's three Wards:

- Ward A: 758 electors (smallest ward)
- Ward B: 802 electors
- Ward C: 833 electors (largest ward)
- Difference between Ward A and Ward C: $833 - 758 = 75$
- Difference as a percentage of Ward A (smallest ward): $75 \div 758 = 0.0989$ (9.89%)

As the number of electors enrolled in Wards A, B and C remain within +/- 10%, Council is not required to review the Ward boundaries for the 2024 local government elections.

Integrated Planning and Reporting Reference

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 & Planning Implications

Pursuant to section 211 of the *Local Government Act 1993* councils that are divided into wards must keep ward boundaries under review to ensure the difference in elector numbers between wards does not exceed 10%.

Pursuant to section 277A of the *Local Government (General) Regulation 2021* ward boundary and name changes must be made by **5 October 2023** to be in effect for the **14 September 2024** ordinary elections unless the Electoral Commissioner otherwise approves in special circumstances.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That the information be noted.

QUESTIONS AND STATEMENTS

CLOSED SESSION

Agenda

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

- 14. LOCKHART SHIRE WALK OF FAME**
- 15. TENDER – SUPPLY OF JETPATCHER AND TRUCK**
- 16. TENDER – REVIEW OF THE ROCK FLOOD STUDY**