



# **BUSINESS PAPER**

**of the  
Ordinary Meeting  
to be Held  
17 July 2023**

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

**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**

**APOLOGIES**

**REQUESTS FOR LEAVE OF ABSENCE OR ATTENDANCE VIA AUDIO VISUAL LINK**

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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 MEETING OF THE LOCKHART SHIRE COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD AT THE LOCKHART SHIRE COUNCIL OFFICES, AND REMOTELY VIA MS TEAMS, ON WEDNESDAY 5 JULY 2023 AT 2.00PM

#### 1. Present

Luke Taberner (Independent Chairperson – Acting) - remotely via MS Teams

Lloyd Hart (Independent Member) - remotely via MS Teams

Cr Andrew Rockliff (Lockhart Shire Councillor) – in person

#### 2. In Attendance

Peter Veneris (General Manager) - in person

Danielle McKenzie (Crowe) - remotely via MS Teams - part meeting only

#### 3. Apologies

James Davis (Independent Chairperson)

Hong Wee Soh (Audit Office of NSW)

Craig Fletcher – Director Corporate and Community Services

#### 4. Confirmation of Minutes

It was RESOLVED on the motion of Cr Rockliff and Lloyd Hart that the minutes of the meeting held on 8 March 2023, as printed and circulated, be confirmed as a true and correct record of the proceedings of that meeting.

#### 5. Business Arising

Nil.

#### 6. Interim Audit Update by External Auditor

The Chairperson welcomed Danielle McKenzie of Crowe to the meeting and invited her to provide a brief update in relation to the interim audit. The following points were noted in particular:

- The interim audit visit has been completed.
- Only one new issue has been identified during the interim audit relating to the periodic review of user access rights for Council's information systems.

- The issue has been assessed as low risk and therefore an Interim Audit Management Letter will not be required to be issued.
- Three prior year issues have been carried forward and will be re-assessed and the completion of the audit i.e.
  - The non-recognition of RFS Assets (red fleet) in Council's accounts.
  - The financial statements closing processes.
  - The legal status of section 355 committees and committee bank accounts
- The asset revaluation for culverts will be the main issue going forward and the audit is on track and this stage with an audit visit scheduled in September.

The Chairperson thanked Danielle for her update and she left the meeting at this juncture (2.14pm).

## **7. Internal Audit Reports**

### **7.1 ARIC Guidelines**

It was noted that at a recent meeting of the Internal Audit Alliance, the member councils agreed in principle that:

- The Internal Audit Alliance be continued.
- Member councils retain their own separate ARICs and that the same independent chairperson be appointed to all ARICs.
- That member councils share the cost of an Internal Audit Co-ordinator as required by the ARIC Guidelines and that the Internal Audit Co-ordinator be employed through REROC.

It was RESOLVED on the motion of Cr Rockliff and Lloyd Hart that the information be noted.

### **7.2 Internal Audit Methodology – Integrated Planning and Reporting**

It was noted that the next internal audit review will focus on Integrated Planning and Reporting processes with the scope of the audit to include the following:

- Compliance/comparison with the IP&R requirements – good, better best measures.
- Level of staff involvement with elements of the IP&R (Community Strategic Plan, Delivery Program, Operational Plan, Resourcing Strategy).
- Level of Councillor involvement with Community Engagement and CSP development.
- Integration to other strategies and actions of Council.

It was RESOLVED on the motion of Cr Rockliff and Lloyd Hart that the information be noted.

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

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

## **9. Annual Tabling of Gifts and Benefits Register**

The General manager tabled the most recent entries in the Gifts and Benefits Register.

It was RESOLVED on the motion of Lloyd Hart and Cr Rockliff that the tabling of the Gifts and Benefits Register be noted.

## **10. Annual Tabling of Fraud Control Policy and Fraud Control Action Plan**

It was RESOLVED on the motion of Cr Rockliff and Lloyd Hart that the tabling of the Fraud Control Policy and Fraud Control Action Plan be noted.

## **11. Annual Review of Local Government Act Compliance Checklist**

It was RESOLVED on the motion of Lloyd Hart and Cr Rockliff that the tabling of the Local Government Act Compliance Checklist be noted.

## **12. Notice of Reportable Incidents**

The General Manager reported that a fraudulent transaction had been detected on his Council credit card in the sum of several hundred dollars and that the credit card had been cancelled by the Bank and a new one issued. He further advised that the matter has been resolved by the Bank and that the fraudulent transaction will be reversed on the next credit card statement.

**13. General Business**

Nil

**14. Date of Next Meeting**

8 November 2023 (TBC).

There being no further business the meeting closed at 2.44pm.

**Luke Taberner**

**Acting Chairperson**

**Recommendation:** that the Minutes of the Lockhart Audit Risk & Improvement Committee meeting held on 5 July 2023 be received and the resolutions therein be noted.

**2. MINUTES OF THE TOURISM & ECONOMIC DEVELOPMENT STEERING COMMITTEE MEETING HELD ON THURSDAY, 6 JULY 2023 IN THE COUNCIL CHAMBERS, LOCKHART**

**(TEDO: 23/8089)**

<b>Date &amp; Time</b>	Thursday 6 <sup>th</sup> July 2023 – 6.00pm
<b>Location</b>	Lockhart Shire Council Chambers, Lockhart
<b>Attendees</b>	Cr Fran Day, Fiona Beckett, Cr Bob Mathews, Michelle Bailey (Deputy Chair), Heather Trevaskis (Timekeeper), Mandy Strong, Rachel Viski (Zoom) and Matt Holt (TEDO – Secretary).
<b>Apologies</b>	Erica Jones (Chairperson), Cr Peter Sharp, Navneet Choujar and Cr Ian Marston
<b>1 &amp; 2.</b>	The meeting opened with a Welcome from the Chair and an Acknowledgment of Country
<b>3. Declarations of Interest</b>	Nil
<b>4. Confirmation of the minutes for the meeting Wednesday 7th June 2023 – Deputy Chair</b>	
<b>Resolution:</b>	<b>Recommended</b> on the motion of Cr Bob Mathews and Heather Trevaskis that the minutes of the meeting held on Wednesday 7th June 2023 as circulated, be confirmed as a true and correct record of the proceedings.
<b>5. Action from previous minutes – Deputy Chair</b>	
<b>Minutes:</b>	<ul style="list-style-type: none"> <li>• 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. TEDO met with Janine from Lockhart Central School with the following agreed actions. <ul style="list-style-type: none"> <li>❖ Mayor to send official letter and overview presentation of Lockhart Shire to Mayor of Lockhart Texas.</li> <li>❖ In the letter above, suggest collaboration between Lockhart Central School and one of the Lockhart Texas Schools, start with Principal/ Teacher Introduction then progress to student communication/connection.</li> <li>❖ Aim is to learn and explore both destinations and the many synergies with the possibility of including other Schools across both destinations.</li> <li>❖ Longer Term is a possible student exchange program, funded by the community. <b>Moved to project list.</b></li> </ul> </li> <li>• Pleasant Hills Sulky Signage – TEDO to arrange a meeting – <b>Complete. Project ongoing Fiona taking lead.</b></li> <li>• Business Awards – Complete. Wrap up and review underway. TEDO will present a full report to Committee in July. <b>See below item.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Australian Passport Souvenir – Heather and TEDO met and agreed to purchase stamps in new financial year. <b>Complete</b></li> <li>• Proposed New Event – Bob/Navneet to provide a proposal. 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. <b>Outstanding.</b></li> <li>• LEP Review - Local Housing and Employment Strategy small presentation. TEDO to present to TEDSC in July. <b>See below item.</b></li> <li>• RV Dump Points for Pleasant Hills and Lockhart Show Ground. <b>Added to project list.</b></li> <li>• EV Chargers signage and promotions. <b>Outstanding - Media Release sent out, Story in DA.</b></li> <li>• Pleasant Hills Hall - new disabled toilet sign to go out the front. <b>Sign on order</b></li> <li>• 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. <b>TEDO advises Committee that all members including Councillors and Committee members will be given the opportunity to go. Process will be defined once program is released in 2024.</b></li> <li>• Walk of Fame – Report submitted to Council. Council adopted. <b>Project progressing,</b></li> <li>• Memberships – Murrumbidgee Trails – MOU signed and joined – <b>Complete.</b></li> <li>• Memberships – Country Change – Report in Share Drive. <b>CEO of RDA Riverina invited to present to TEDSC. CEO couldn't make the meeting due to medical reasons.</b></li> <li>• Pastoral Shadows of Brookong updates. <b>Outstanding</b></li> <li>• Bus Trip of Shire for local Business - <b>Outstanding</b></li> <li>• 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 compression breaking – <b>Sign on order for East St, Lockhart. Director of Engineering to discuss with Transport for NSW regarding Olympic Highway.</b></li> </ul>
<b>Actions:</b>	TEDO and members to continue to work on outstanding items and action the below.
<b>Resolution:</b>	<p><b>Recommended</b> on the motion by Mandy Strong and Heather Trevaskis that:</p> <p>a) Council declines to join the 23/24 Country Change Program with Tourism &amp; Economic Development Staff and TEDSC to brainstorm a way forward at its September Meeting.</p> <p>b) Invite the CEO - Regional Development Australia – Riverina to our February 2024 meeting to present an overview of programs they run.</p> <p><b>Recommended</b> on the motion by Fiona Beckett and Michelle Bailey that the committee note the completed actions and the TEDO and other members action the outstanding items as noted.</p>
<b>6. Membership of TEDSC - TEDO</b>	
<b>Minutes:</b>	TEDO suggests inviting members of the community and those that participated in the Business Excellence Awards along to the September meeting
<b>Actions:</b>	TEDO to Action



<b>Resolution:</b>	<b>Recommended</b> on the motion by Fiona Beckett and Michelle Bailey that Council invite members of the community and those that participated in the Business Excellence Awards along to the September meeting who may be interested in joining or to learn about what the TEDSC does.
<b>7. Business Excellence Awards - TEDO</b>	
<b>Minutes:</b>	<p>TEDO spoke to TEDSC about the report below.</p> <p>Lockhart Shire Business Excellence Awards 2023 were held at the Yerong Creek Community Hall and Bowling Cub on Wednesday 31st May 2023 with over 70 people from all over Lockhart Shire representing employees and employers in attendance.</p> <p>The guest speakers were Michael and Kylie Cashen from Bidgee Strawberries and Cream. In total, 25 nominations for businesses and individuals over four categories were received.</p> <p><b>Awards recipients.</b></p> <p><b>Young Entrepreneur</b></p> <p><b>Finalists:</b></p> <ul style="list-style-type: none"><li>• Angus Webb - Kanangra Poll Dorset Stud</li><li>• Jared Walker - That Butcher shop</li><li>• Jypsie Cronan - Glen-Lea Images</li></ul> <p><b>Winner:</b></p> <ul style="list-style-type: none"><li>• Joseph Kingston – GS, SM and JG Kingston</li></ul> <p><b>Employee of the Year</b></p> <p><b>Finalists:</b></p> <ul style="list-style-type: none"><li>• April Kennedy - Delta Ag Yerong Creek</li><li>• Luke Ellicott - The Rock Butcher shop</li></ul> <p><b>Winner:</b></p> <ul style="list-style-type: none"><li>• April Kennedy - Delta Ag Yerong Creek</li></ul> <p><b>Best New Business</b></p> <p><b>Finalists:</b></p> <ul style="list-style-type: none"><li>• Avalon Farmstay</li><li>• Glen-Lea Images</li><li>• That Butcher Shop.</li></ul> <p><b>Winner:</b></p> <ul style="list-style-type: none"><li>• Avalon Farmstay</li></ul> <p><b>Excellence In Small Business</b></p> <p><b>Finalists:</b></p> <ul style="list-style-type: none"><li>• A Winkley Contracting</li><li>• Avalon Farmstay</li><li>• Balance Within Remedial Massage</li><li>• Bond Apartment</li><li>• Chemist at The Rock</li><li>• Crystals Restaurant at The Rock</li><li>• Glen-Lea Images</li><li>• Lockhart Bowling Club</li><li>• Railway Hotel Lockhart</li><li>• That Butcher Shop</li></ul>

	<ul style="list-style-type: none"> <li>• The Rock Butcher Shop</li> <li>• The Rock and District Meals on Wheels</li> </ul> <p><b>Highly Commended:</b></p> <ul style="list-style-type: none"> <li>• Glen-Lea Images</li> <li>• That Butcher Shop</li> </ul> <p><b>Winner:</b></p> <ul style="list-style-type: none"> <li>• Lockhart Bowling Club</li> </ul> <p><b>Review</b></p> <p>A survey was conducted online to all businesses involved, with one business only providing feedback. Verbal feedback to staff and an internal review is included in the summary below.</p> <ul style="list-style-type: none"> <li>• Businesses find the awards, satisfying, valuable and rewarding.</li> <li>• Hold awards every two years in the Autumn months.</li> <li>• Keep awards local and not linked to the regional or state awards but promote to business that may like to go to the next level.</li> <li>• Do not hold award questionnaire workshops but provide more information to what the judges may look for.</li> <li>• Investigate the possibility of more award categories.</li> <li>• Increase winner's prize to make more meaningful and attractive.</li> <li>• Open to external sponsorships. (Three businesses have approached Council to sponsor the next awards).</li> </ul> <p>TEDO would like the TEDSC to accept the review and for Council to implement the findings including holding the awards every two years, with the next awards to take place in 2025.</p>
<b>Actions:</b>	TEDO to action.
<b>Resolution:</b>	<b>Recommended</b> on the motion by Cr Bob Mathews and Mandy Strong that Council accept the review and to hold the Business Awards every two years, with the next one to be held in 2025.
<b>8. Lockhart Shire Local Housing and Employment Strategy Presentation – TEDO</b>	
<b>Minutes:</b>	TEDO provided an update on the document.
<b>Actions:</b>	Nil
<b>Resolution:</b>	<b>Recommended</b> on the motion by Michelle Bailey and Heather Trevaskis that Council note the report.
<b>9. Membership – Visit Riverina – TEDO</b>	
<b>Minutes:</b>	TEDO provided a report to the TEDSC for its consideration
<b>Actions:</b>	TEDO to sign Lockhart Shire up to Visit Riverina Membership
<b>Resolution:</b>	<b>Recommended</b> on the motion by Heather Trevaskis and Michelle Bailey that Council join Visit Riverina for 2023/2024
<b>10. Membership – Visit Wagga Wagga – TEDO</b>	
<b>Minutes:</b>	TEDO provided a report to the TEDSC for its consideration
<b>Actions:</b>	TEDO to sign Lockhart Shire up to Visit Wagga Wagga Partner Program
<b>Resolution:</b>	<b>Recommended</b> on the motion by Mandy Strong and Michelle Bailey that Council join Visit Wagga Wagga Partner Program 2023/2024

<b>11. Building Activation 109 and 97 Green Street, Lockhart - TEDO</b>	
<b>Minutes:</b>	Council has purchased 109 and 97 Green Street and has an opportunity to activate with funding.
<b>Actions:</b>	TEDO to organise consultation meeting between project staff and TEDSC
<b>Resolution:</b>	<b>Recommended</b> on the motion by Fiona Beckett and Cr Fran Day that Council allocates \$75,000 from Internal Restricted Funds named Economic Development and add \$25,000 from the rolled over 22/23 TEDO budget to help start planning for a Community, Business and Retail Activation Hub for the two buildings, with the TEDSC to be included in a workshop going forward with staff.
<b>12. Economic Development Update – TEDO</b>	
<b>Minutes:</b>	<p>The purpose of this report is to update members and Councillors on the activities in the Economic Development space.</p> <ul style="list-style-type: none"> <li>• Land sold and DA approved for a concrete batching and concrete recycling business at the Lockhart Industrial Estate</li> <li>• Land sold for a landscaping business at the Lockhart Industrial Estate which has now opened for business operating every Saturday morning.</li> <li>• Land sold and DA approved for a small iron foundry at the Lockhart Industrial Estate, which has started construction.</li> <li>• Land sold and DA approved for a multi-use storage facility at the Lockhart Industrial Estate</li> <li>• One lot subject to a holding deposit at the Lockhart Industrial Estate pending DA approval for a Fencing and Spraying Business</li> <li>• DA currently being prepared for development of Stage 3 of the Lockhart Industrial Estate.</li> <li>• Opportunities for local businesses to capitalise on the Inland Rail project through the ARTC-Inland Rail Supplier Capability Development Program has been promoted by Council on social media.</li> <li>• Information sessions on how local businesses can capitalise on Transgrid's Project Energy Connect have been facilitated by Council and has been promoted by Council on social media. Another information day for Business and Community will be on the 19<sup>th</sup> July at Lockhart.</li> <li>• Employment and educational opportunities being offered by the Project Energy Connect's Contractor, Secure Energy, i.e. Certificate II in transmission line construction, have been promoted in Council's Newsletter and on social media</li> <li>• Council is participating in a Project being auspiced by the Riverina Joint Organisation of Councils focusing on how councils can leverage economic development opportunities from large scale projects that come through the region.</li> <li>• Council has a contract on foot for the sale of the land on the corner of Albury Road and Reid Street for the development of a service station. The purchasing until has until August to obtain DA approval. If the deadline is not met Council can opt out of the agreement or extend the deadline. If Council extends the deadline, it has reserved the right to review the purchase price by seeking an updated valuation.</li> <li>• Connectivity – Council has worked with Telstra to developed Australia's First Action Plan for a Local Government Area to improve connectivity and services. (Attached)</li> <li>• Connectivity – Improvements to date include.</li> </ul>

	<ul style="list-style-type: none"> <li>❖ Four Free Wi-Fi points across the Shire including The Rock Hall and Museum, Lockhart Memorial Hall, Pleasant Hills Community Hall, and Milbrulong Recreation Ground.</li> <li>❖ Small Base Station to be installed at Yerong Creek</li> <li>❖ NBN Co – Two 5G fixed wireless broadband towers to be installed at Yerong Creek and Pleasant Hills. Other Towers close by include Henty and Urana which may also help or overflow int Lockhart Shire.</li> <li>❖ Upgrades to additional network capacity to the 4G/5G technology at The Rock Silos infrastructure.</li> </ul> <ul style="list-style-type: none"> <li>• Council has partnered with Grant Guru to have a Lockhart Shire Grants Hub on the new Lockhart Shire Council Corporate website. This enables businesses, community groups and all residents access to the largest grant database across Australia. The Grants Hub also provides grant writing tip, a list of grant writers and where users can sign up to email alerts - <a href="https://grantguru.com/au/lockhart">https://grantguru.com/au/lockhart</a></li> <li>• Tourism and Economic Development Team has subscribed to Monitor Customer Relationship Management System (CRMS) to create a modern business database. This is exciting way in using the free Australian Business Register (ABR) along with internal database to improve communications to businesses, about funding opportunities, workshops, events. Once operational the team envisage seasonal electronic newsletter where businesses can opt in or out. The software can register and report on engagements aligned within the Community Strategic Plan</li> <li>• Free RAT Tests for Businesses are currently getting delivered around Shire.</li> </ul>
<b>Actions:</b>	Nil
<b>Resolution:</b>	<b>Recommended</b> on the motion by Heather Trevaskis and Mandy Strong that Council note the report.
<b>13. Brochures/Guides – Heather</b>	
<b>Minutes:</b>	To be moved to the September meeting
<b>Actions:</b>	TEDO to add to next agenda
<b>Resolution:</b>	Nil
<b>14. The Rock Railway Station - Rachel</b>	
<b>Minutes:</b>	Discussion had around the possible activation of The Rock Railway Station.
<b>Actions:</b>	TEDO to find ARTC contact and TEDSC members to send ideas to Rachel Viski.
<b>Resolution:</b>	<b>Recommended</b> on the motion by Rachel Viski and Fiona Beckett that Council investigate the possibility of activating The Rock Railway Station
<b>15. Museum Advisor – May and June Report - Heather</b>	
<b>Minutes:</b>	Heather presented the May and June reports from our Museum Advisor.
<b>Actions:</b>	Nil
<b>Resolution:</b>	<b>Recommended</b> on the motion by Heather Trevaskis and Mandy Strong that Council note the reports.
<b>16. Project Update - TEDO</b>	
<b>Minutes:</b>	Matt provided update
<b>Actions:</b>	Nil
<b>Resolution:</b>	<b>Recommended</b> on the motion by Cr Fran Day and Fiona Beckett that Council note the above information.

17. Questions/Comments/Feedback/Updates - Nil

18. Next meeting: Tuesday 5th September 2023 – Pleasant Hills Community Hall

Meeting Closed:8.30pm

**Recommendation:** That the minutes of the Tourism and Economic Development Steering Committee meeting held on 6 July 2023 be received and the recommendations therein be adopted.

## DELEGATES' REPORTS

### 1. RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS (REROC) – 23 JUNE 2023 AT WAGGA WAGGA

I attended the REROC Board meeting in Wagga on 23 June 2023. A summary of the main issues addressed is set out below.

- A meeting has been arranged with the new Minister for Emergency Services on 24 June 2023.
- A meeting is being sought with the new Minister for Local Government with a date in late July being proposed.
- A REROC Board meeting at NSW Parliament House is being considered for late August 2023 which will provide an opportunity to meet with a range of other NSW Government Ministers.
- The REROC Constitution is being reviewed to ensure it remains relevant and fit for purpose. The review will, amongst other things, include a provision for County Councils to receive one vote at Board meetings.
- A submission will be made to IPART in response to its Draft Report on the review of the Rate Peg Methodology supporting the general principles that underpin the changes to the methodology being proposed.
- The *No Time To Waste* conference is planned for 18-20 October 2023. An additional day has been made possible with a \$10,000 grant from Destination NSW. The day will focus on site visits to businesses within the Region using circular economy processes and partnerships.
- The *Energy and Innovation Conference* will be held on 13-14 September 2023.
- REROC has been successful in securing funding for a project focusing on 'Circular Organics in the Eastern Riverina' which aims to increase the amount of food waste being processed at local council processing facilities by increasing the capture of food waste from large hospitality businesses like pubs and clubs. The project will involve the four REROC member councils which have a FOGO processing facility of which Lockhart is one.
- A joint waste metal tender is planned for July 2023.
- The *Take Charge Youth Leadership Conference* was very successful with over 120 participants from 17 schools across the region including Lockhart Shire schools.
- The Member for Wagga Wagga, the Hon Dr. Joe McGirr MP, and Melanie Reeves, Health and Knowledge Project Manager, addressed the meeting regarding the Murrumbidgee Local Health District's proposed Health and Knowledge Precinct.

The aim of the project is to bring together health partners, the education industry and local communities to design innovative and practical ways to provide rural people with exceptional health care.

There is an interim governance structure in place to implement the concept with a focus on education and a resilient workforce, research and innovation and co-ordinated rural healthcare.

**Cr Greg Verdon**  
Delegate

### 2. RIVERINA WATER COUNTY COUNCIL BOARD MEETING – 22 JUNE 2023

To support the work of its Board members and provide regular information to its constituent councils, Riverina Water distributes a summary of the key reports from its six Board meetings per year.

The aim is to keep constituent councils informed of relevant matters including water usage, development and growth, documents and policies in development, strategies and plans and other major decisions.

The update relating to the Board meeting held on 22 June 2023 has been distributed separately to Councillors.

**Recommendation:** that the Delegates' Reports be received and noted.

## STATUS REPORT/PRÉCIS OF CORRESPONDENCE ISSUED

### Status Report: Council Resolutions and Tasks to be finalised

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 19 June 2023</b>			
104/23	GM	<p><b>Policy Reviews</b> that the following Policies, as presented, be adopted:</p> <p>a) Policy 2.22 Private Works – Charges for Works under Section 67 of the LG Act</p> <p>b) Policy 2.48 Awnings, Verandahs &amp; Balconies over Footways</p> <p>c) Policy 3.18 Credit Card and Fuel Card Use</p>	<p>Policy Register updated. Complete</p>
103/23	DCCS	<p><b>Adoption of Draft Operational Plan Budget 2023/24 etc</b></p> <p>1. The Yerong Creek Hall Management Committee annual subsidy be increased by \$300 to \$4,500.</p> <p>2. 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.</p> <p>3. The Operational Plan Budget 2023/2024 and Delivery Program Budget 2025/2027 be approved.</p> <p>4. The Draft Fees and Charges 2023/2024 be adopted.</p> <p>5. The Long Term Financial Plan 2023/24 to 2032/33 as presented be adopted:</p>	<p>1. Adopted at June 2023 Council meeting. Complete.</p> <p>2. Refer Staff Report 5 in agenda. Complete.</p> <p>3. Adopted at June 2023 Council meeting. Complete.</p> <p>4. Adopted at June 2023 Council meeting. Complete.</p> <p>5. Adopted at June 2023 Council meeting. Complete.</p>
100/23	DEES	<p><b>Proposed Speed Limit Changes – Green Street, Lockhart</b></p> <p>That Council seeks approval through Transport for NSW to introduce a 40km/h high pedestrian zone in Green Street, between Matthews Street and Day Street.</p>	<p>Documentation being prepared for submission to Transport for NSW.</p>

*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

<b>Minute No:</b>	<b>Officer to Action</b>	<b>Council Resolution</b>	<b>Action Taken</b>
98/23	DEES	<p><b>Feral Cats</b></p> <p>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</p> <p>2) Provide education to the community in the Council newsletter and social media regarding responsible cat ownership.</p>	<p>1) Complete</p> <p>2) Complete</p>
97/23	DEES	<p><b>Draft Policy – Mowing of Nature Strips</b></p> <p>That Policy 2.59 Mowing of Nature Strips, as publicly exhibited, be adopted.</p>	<p>Policy Register updated. Complete.</p>
96/23	DCCS	<p><b>Request for Financial Assistance – The Rock Memorial Bowling Club</b></p> <p>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.</p>	<p>Resolved at June 2023 Council meeting. Loan agreement has been sent for signing.</p>
95/23	GM	<p><b>Magnolia Lodge and Youth Flats – Development Options</b></p> <p>That Council approach the Department of Communities and Justice - Housing to gauge the Department's interest in:</p> <p>a) Constructing additional independent living units and/or youth flats on the existing sites in accordance with Option 3 outlined in this report; or</p> <p>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</p> <p>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.</p>	<p>Verbal and written contact has been made with the Department of Communities and Justice – Housing and a response is awaited.</p>
94/23	DCCS	<p><b>Request for Financial Assistance – The Rock Hall/Museum</b></p> <p>That Council provide a contribution of \$15,884.63 towards improvements pursuant to section 356 of the Local Government, to be funded from internally restricted reserve "Community Financial Assistant S356" with a balance of \$56,000.</p>	<p>The committee have been advised. Complete.</p>

Lockhart Shire Council  
Ordinary Meeting – 17 July 2023

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 15 May 2023</b>			
70/23	DCCS	<p><b>Appointment of Section 355 Committees</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> </ol>	<ol style="list-style-type: none"> <li>1. Meeting with Treasurer of the Lockhart Golf Club has occurred with the S355 to commence as of 1 July 2023. Complete</li> <li>2. A meeting of stakeholders is being organised.</li> </ol>
69/23	DCCS	<p><b>Request for Financial Assistance – The Rock Golf Club</b></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 signed and returned. Payment processed.</p> <p>Arrangements have been discussed regarding spending funds for improvements.</p> <p>Complete.</p>
68/23	GM	<p><b>Phase 4 Local Roads &amp; Community Infrastructure Grants Program</b></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>Program Guidelines have been released and a Workshop has been convened for 4.00pm on 17 July 2023.</p> <p>Complete.</p>
65/23	TEDO	<p><b>TEDSC – Sister City/Shire – Lockhart, Texas USA</b></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>Letter and presentation prepared for Mayor's signature, with aim to send in week of 17 July.</p> <p>Complete.</p>
65/23	TEDO	<p><b>TEDSC – Resignation of Member</b></p> <p>That the Tourism &amp; 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>TEDSC resolved that members of the community and those that participated in the Business Excellence Awards be invited to the September Committee meeting to learn about what the TEDSC does before inviting EOI's for new members.</p> <p>Complete.</p>



*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 20 March 2023</b>			
44/23	DCCS/ DEES	<p><b>Lockhart Airstrip</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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</li> <li>• Investigates options for leasing the airstrip hangars to interested parties.</li> </ul>	<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><b>Notice of Motion – Cr Day – International Day for People with Disabilities</b></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>
<b>Ordinary Council Meeting held 13 February 2023</b>			
26/23	GM	<p><b>Proposed Acquisition of Land</b></p> <p>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.</p>	<p>Development application has been lodged with landowner's consent and currently being assessed.</p>
9/23	GM	<p><b>Disaster Recovery Funding Arrangements</b></p> <p>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:</p> <ol style="list-style-type: none"> <li>1. Emily Street, The Rock – drainage improvements</li> <li>2. Cole Street, Yerong Creek – drainage improvements</li> <li>3. Green Street West, Lockhart – drainage improvements</li> <li>4. Flood Detour Road – culvert installation</li> <li>5. Waste Mgt Facilities Access Roads</li> <li>6. Community information initiative (social media)</li> <li>7. Access Road – Golf Club</li> </ol>	<p>Projects submitted to the Office of Local Government and funds received.</p> <p>More detailed costings and work plan now being prepared. OLG Portal has not been opened.</p>

*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

<b>Minute No:</b>	<b>Officer to Action</b>	<b>Council Resolution</b>	<b>Action Taken</b>
<b>Ordinary Council Meeting held 19 December 2022</b>			
267/22	DCCS	<b>The Rock Medical Centre – Lease Renewal</b> That Council negotiates a monthly rental at an amount of up to \$1500 per month.	Lease document has been signed. Complete.
<b>Ordinary Council Meeting held 19 September 2022</b>			
195/22	GM	<b>Model Media Policy – Consultation Draft</b> 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.
<b>Ordinary Council Meeting held 18 July 2022</b>			
147/22	GM	<b>The Rock Community Centre</b> Council: a) Authorises the General Manager to purchase Lot 2, Section 17, DP758971 in accordance with the updated valuation advice received by Council, and b) Request the General Manager to further investigate the possible purchase of Lot 2, DP1196082 Burke Street, The Rock.	a) Council's acceptance of the asking price has been conveyed to the vendor. Discontinued due to no response from landowner and superseded by proposal to place community centre at The Rock Recreation Ground (refer Staff Report 2). Complete. b) Superseded by minute no.26/23. Complete.
141/22	GM	<b>Request for Council to Purchase Private Access</b> Council agrees to the request in principle subject to Council and the applicants agreeing to a reasonable cost sharing arrangement.	Survey plan has signed by the affected landowners and now forwarded to the Mortgagee Bank for signature. Application for subdivision certificate has been approved and instructions issued for preparation of a contract of sale.

*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 16 May 2022</b>			
109/22	GM	<p><b>Tender – 109 Green Street</b></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>	Public toilets complete. Paving and landscaping works rescoped. Materials being ordered with works to commence shortly.
<b>Ordinary Council Meeting held 21 March 2022</b>			
56/22	GM	<p><b>Development of Lockhart Industrial Estate</b></p> <p>Council prepares a subdivision application for the development of Stage 3 of the Lockhart Industrial Estate.</p>	Development application has been lodged and is currently being assessed.
<b>Ordinary Council Meeting held 18 October 2021</b>			
180/21	TEDO	<p><b>Committee Minutes – TEDSC held 5 October 2021</b></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>Visitor information board purchased and given to new Caravan Park Managers to install. Information also was provided to put on the board.</p> <p>Complete.</p>
<b>Ordinary Council Meeting held 16 August 2021</b>			
148/21	GM	<p><b>Proposed “Tim Fischer Way”</b></p> <p>Council to reinstate investigations into the erection of tourism signage indicating “Tim Fischer Way”.</p>	<p>Proposed to incorporate “Tim Fischer Way” touring route on new Visit Lockhart Shire website.</p> <p>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.</p>

*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 19 April 2021</b>			
63/21	GM	<p><b>Residential Development – Lockhart</b></p> <p>2) That Council proceed with the subdivision of Lots 62 and 90 Prichard Place Lockhart as outlined in the report.</p> <p>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.</p>	<p>The development application for Lot 62 (westernmost lot) has been approved. The application for Lot 90 has now also been approved.</p> <p>Subdivision works to be scheduled. Quotes from contractors being sought.</p>
<b>Ordinary Council Meeting held 20 July 2020</b>			
133/20	GM	<p><b>Naming of Bridges – Brookong Creek and Urana Lockhart Road</b></p> <p>1. Propose the bridge on Urana Lockhart Road be named Brookong Creek Bridge.</p> <p>2. Propose the culvert over Brookong Creek in Green Street, Lockhart, be named Greens Gonyah Bridge, Brookong Creek.</p> <p>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.</p>	Signs have been installed. Complete.
<b>Ordinary Council Meeting held 20 April 2020</b>			
70/20	GM	<p><b>Review of Operational Land</b></p> <p>Council adopts the following actions in relation to the review of land classified as “operational land”:</p> <ul style="list-style-type: none"> <li>• Approach the adjoining owner of the land situated at 2410 Albury Road, Urangeline regarding potential sale or transfer of the land.</li> </ul>	<p>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.</p> <p>Settlement occurred on 30/06/23.</p> <p>Complete.</p>
<b>Ordinary Council Meeting held 19 June 2023 – Councillor Questions &amp; Statements</b>			
Questions & Statements	GM	<p><b>Cr Driscoll: Letters of Condolence</b></p> <p>Requested letters of condolence be sent to Singleton and Cessnock in response to the recent bus accident.</p>	<p>Letters sent 23 June 2023.</p> <p>Complete.</p>
	GM	<p><b>Cr Mathews: Crown Reserves Improvement Fund (CRIF)</b></p> <p>Asked for information on how the funding stream works and when it becomes available.</p>	<p>The Department is currently updating its grant application software in preparation for the 2023/24 CRIF round. It is expected that that this year's funding round in will open in <b>September 2023</b>.</p> <p>Complete.</p>
	DEES	<p><b>Cr Mathews: Tinamba Lane</b></p> <p>Referred to a recent motor vehicle accident in which the driver failed to navigate the curve of the road and asked if any thought has been given to reducing the speed limit.</p>	<p>Speed advisory signs have been ordered and will be installed.</p> <p>Complete.</p>

*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	<b>Cr Sharp: Pleasant Hills Hotel Committee</b> Passed on a request from the Hotel Committee for signs advising of children in the area to be installed adjacent to the pub, asking people to slow down.	Signs installed. Complete.
	DEES	<b>Cr Walker: Curries Lane</b> Referred to an offer by a local landholder to cart gravel for repairs on this road and asked if there has been any progress.	Landowner contacted and has been added to current program. Complete.
	DEES	<b>Cr Walker: Vincents Road</b> Vincents Road (gravel section) is in very bad repair at the moment.	Drainage works being undertaken in gravel section. Complete.
	DEES	<b>Cr Walker: Public Toilets, The Rock Showground</b> Asked for an update on progress of the installation of footpath around the amenities at The Rock Showground and asked if it could be completed prior to The Rock Show.	Quote has been sought from contractor.
	GM	<b>Cr Rockliff: CCTV</b> Requested a progress report on this project, given the problems which have occurred lately, and also asked if the funds currently set aside will be enough to complete the project.	Scope extended to include entrance to Lockhart Caravan park and The Rock Golf Club. Contractor engaged.
	DEES	<b>Cr Verdon: Road Maintenance</b> Referred to Lockhart The Rock Road which is in very poor condition and asked if it was included in Council's heavy patching program.	Road is currently being assessed for storm damage by TfNSW which will allow for inclusion in funded program. Complete.
	DEES	<b>Cr Verdon: Linemarking</b> Asked about the linemarking program and drew attention to several locations in The Rock, including Stop lines at the main railway line crossing.	Linemarking program being prepared and contractor will be engaged in the new year. Complete.
	DEES	<b>Cr Verdon: Laneway, rear of The Rock Bowling Club</b> Asked if this laneway could be considered for sealing.	No budget allocation for sealing this section. Will need to be approved at first quarter review. Complete.
<b>Ordinary Council Meeting held 15 May 2023 – Councillor Questions &amp; Statements</b>			
Questions and Statements	DCCS	<b>Recreation Ground Lights</b> <b>Cr Jane Hunter:</b> requested an update in relation to this project. <b>Cr Gail Driscoll:</b> 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.	Refer to Grants Funded Projects Status Report–June 2023 provided under separate cover. Costings received, contractor engaged. Work commenced.
	DEES	<b>Cr Sharp - South end of Lallarook Lane</b> is a washout where water has been running over the road and not through the culvert and asked whether the culvert could be moved	Options being investigated for culvert location.

*Lockhart Shire Council  
Ordinary Meeting – 17 July 2023*

Minute No:	Officer to Action	Council Resolution	Action Taken
	DEES	<b>Cr Sharp – Eulensteins Road:</b> is in very poor condition and asked when it is likely that the grader will be in the area.	On the grading program for grading June/July. Complete.
	DEES	<b>Cr Peter Sharp – Clancys Lane:</b> has a large pothole that needs gravel and grading.	Dry weather, earth formation road, to be graded in conjunction with adjacent roads. Complete.
	DCCS	<b>Cr Bob Mathews – Youth Officer:</b> 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.	Report regarding the appointment of a Youth Officer to be tabled at a future meeting.
	DEES	<b>Cr Bob Mathews – Feral Cats:</b> 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.	Refer tabled at Council meeting on 19/06/23. Complete.
	DCCS	<b>Cr Gail Driscoll – Works at the Recreation Ground:</b> Advised that the key was given to the builder about a fortnight ago but there has been no progress since that time.	Works are progressing, approximately 75% complete.
	DEES	<b>Cr Day – Fargunyah Lane</b> is in very poor condition with farmers avoiding the Lane and using alternate routes	Dry weather, earth formation road, to be graded in conjunction with adjacent roads. Complete.
	DEES	<b>Cr Ian Marston - EV charging stations</b> 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. b) asked if signage and parking lines can be provided at the EV charging stations.	a) EV stations are mapped on mobile apps and instructions have been attached to chargers. Complete. b) Signs have been ordered for all locations and will be installed. Complete.
<b>Ordinary Council Meeting held 17 April 2023 – Councillor Questions &amp; Statements</b>			
Questions and Statements	DEES	<b>Cr Marston: Yerong Creek Mittagong Road Culvert – Trees Encroaching</b> 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.	Being investigated.
	DEES	<b>Cr Driscoll &amp; Cr Walker: Street Sweeper</b> 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 trialled was deemed unsuitable.
	DEES	<b>Cr Mathews: Property – Urana Lockhart Road</b> 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.

Lockhart Shire Council  
Ordinary Meeting – 17 July 2023

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 20 March 2023 – Councillor Questions &amp; Statements</b>			
Questions and State	DEES	<b>Cr Walker: Tootool Mittagong Road Bridge</b> Requested the crossing be made passable, to allow the culvert to be cleared of debris.	Works request issued and works programmed. Complete.
<b>Ordinary Council Meeting held 13 February 2023 – Councillor Questions &amp; Statements</b>			
Questions and Statements	DCCS	<b>Cr Sharp: Old Building, Pleasant Hills Recreation Ground</b> 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.
<b>Ordinary Council Meeting held 21 November 2022 – Councillor Questions &amp; Statements</b>			
Questions and Statements	DEES	<b>Cr Marston: Wetmores Lane</b> 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. Complete.
	DCCS	<b>Cr Hunter: Tiled Wall outside The Rock Gym</b> 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.  Builder still trying to source matching yellow tiles.
<b>Ordinary Council Meeting held 17 October 2022 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<b>Cr Mathews: Minimising Social Isolation</b> 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.	Valmar can only service clients that are registered on MyAgedCare. To provide general transport service is out of scope.  Complete.
	DEES/DCCS	<b>Cr Verdon: Disability Access Across the Shire</b> 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.
<b>Ordinary Council Meeting held 18 July 2022 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS/DEES	<b>Cr Marston – The Rock Pony Club</b> 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.

Minute No:	Officer to Action	Council Resolution	Action Taken
<b>Ordinary Council Meeting held 20 June 2022 – Councillor Questions &amp; Statements</b>			
Questions & Statements	DCCS	<b>Cr Hunter – Yerong Creek Bowling Club</b> 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.

#### Correspondence Received

Date sent to Councillors	From	Subject
6 July 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. PHASE 4 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANTS PROGRAM (GM: 23/6948)

##### Executive Summary

The Program Guidelines for Phase 4 of the Local Roads and Community Infrastructure grants program have been released.

##### Report

At its meeting held on 15 May 2023 Council considered correspondence received from the Minister for Infrastructure, Transport, Regional Development and Local Government regarding its Phase 4 funding allocation for the Local Roads and Community Infrastructure (LRCI) Program.

The following amounts have been allocated to Lockhart Shire Council:

1. Part A: \$846,561 to spend on priority local road and community infrastructure projects,
2. Part B: \$488,315 to spend on road projects in rural, regional and outer urban areas.

The first three Phases of the LRCI grants program comprised only of the Part A funding. Allocations for the Part B funding component introduced as part of Phase 4 of the program are available to councils classified as rural, regional or outer-urban to spend on road projects. 466 of Australia's 550 councils will receive a Part B funding allocation. The Government has drawn on the Australian Classification of Local Governments, as the framework underpinning the determination of eligible councils for this funding component.

At its meeting held on 15 May 2023 Council resolved 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.

The Program Guidelines have now been released and have been separately distributed to Councillors. A Councillor Workshop to consider projects that could be funded under Phase 4 of the LRCI grants program is proposed to be held at 4.00pm on Monday 17 July 2023.

##### Integrated Planning and Reporting Reference

- A1: Provide support and advice to community groups, clubs, and volunteers.
- A1: Support cultural and sporting opportunities that respond to the needs of the community.
- A2: Support, or partner to provide, welcoming and well-maintained community spaces and facilities.
- D1: Our assets and infrastructure are well planned and managed to meet the needs of the community now and into the future.



D1: Ensure appropriate provision, planning and use of all open space and recreation facilities and cemeteries.

Legislative Policy and Planning Implications

Nil.

Budget and Financial Aspects

A co-contribution is not required for applications submitted under the LRCI Program.

Attachments

The LRCI Phase 4 Program Guidelines have been separately distributed to Councillors.

**Recommendation:** That in accordance with the outcome of the Councillor Workshop held earlier in the day, Council nominate the following projects for funding under Phase 4 of the LRCI grant program:

**Part A:** Local road and community infrastructure projects

1

2

3...

**Part B:** Road projects

1

2

3...

**2. DRAFT PLAN OF MANAGEMENT - CROWN RESERVES FOR WHICH COUNCIL IS THE CROWN LAND MANAGER AND COUNCIL OWNED LAND CLASSIFIED AS 'COMMUNITY'**

**(GM: 23/7748)**

Executive Summary

A Draft Plan of Management (PoM) for the Crown reserves for which Council is the Crown Land Manager and for the Council owned land that has been classified as 'community' pursuant to the Local Government Act is required to be placed on a public exhibition and consideration given to any submissions received before formally adopting the Draft PoM.

Report

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

The NSW Government has provided financial assistance to councils to help them prepare compliant PoMs for the crown reserves. Lockhart Shire Council has received a grant of \$73,880 for this purpose.

After inviting expressions of interest from suitably qualified persons to prepare the PoM for both the crown reserves for which Council is the Crown Land Manager, as well as for the Council owned land classified as 'community', Council at its meeting held on 21 October 2019 resolved to accept the proposal from the Albury based consultancy firm, Habitat Planning.

The consultants, together with assistance from Council officers, prepared a Draft PoM and Council, at its meeting held on 20 June 2022, resolved to place the Draft Plan on public exhibition in accordance with statutory requirements.

Four submissions in total were received in response to the public exhibition of the Draft PoM three of which related to the one issue i.e. that "community purposes" should be added as an authorised use for The Rock Recreation Ground. Currently the only authorised use for the Crown reserve is "public recreation" which is the Reserve's gazetted purpose.

Adding "community purposes" as an authorised use will facilitate a broader range of uses and would also enable the establishment of a community centre on the land. The establishment of a community

centre at The Rock is one of the objectives of the Lockhart Shire Community Strategic Plan 2022-2032 and the Council's Delivery Plan 2022-2025 and the Council has also secured funding of a community centre under Round 5 of the Stronger Country Communities Fund.

Council at its meeting held on 20 March 2023 resolved to support the use of The Rock Recreation Ground for "community Purposes" and advised the Crown Lands Office accordingly.

The Crown Lands Office has now responded advising that the Draft PoM be amended as follows and re-exhibited:

- The part of the Reserve where the community centre is proposed be categorised as General Community Use (refer aerial photograph below).
- The reserve profile information in 'Appendix A - Inventory of Land' is updated accordingly.
- Including the Reserve in Section 5 of the PoM as the reserve will now have multiple categories.
- Include more information about the proposed community space in this section and ensure that any express authorisations for use, development and tenure are included as per Council's intentions for the proposal. Council should be clear that the proposed community space will be available and accessible to multiple user groups for multiple uses, and available by some kind of hire agreement etc.



**The Rock Recreation Ground – Sportsground (blue); General Community Use (red)**

The amendments outlined above have now been made to the Draft PoM as well as to Appendix A - Inventory of Land and Council's endorsement of the amendments and authorisation to place the amended Draft PoM on public exhibition a second time is now sought.

#### Integrated Planning and Reporting Reference

- A1: Support cultural and sporting opportunities that respond to the needs of the community.  
A2: Support, or partner to provide, welcoming and well-maintained community spaces and facilities  
D1: Strategically plan for our sports and recreation infrastructure, as well as cemeteries.

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

Legislative Policy and Planning Implications

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

A PoM is also required to be prepared for council owned land that has been classified as 'community' pursuant to the Local Government Act.

Following the public exhibition of the Draft PoM, Council must submit the final draft PoM to the Crown Land Office to obtain Minister's consent prior to adoption by Council, as required by clause 70B of the Crown Land Management Regulation 2018.

Budget and Financial Aspects

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

Attachments

Nil.

**Recommendation:** That Council endorse the amendments made to the Draft Plan of Management as outlined in the report, including the area of The Rock Recreation Ground to be categorised as General Community Use, and endorse the amended Plan for public exhibition.

**3. REQUEST FOR FINANCIAL ASSISTANCE – LOCKHART PROGRESS ASSOCIATION (GM: 23/7903)**

Executive Summary

A request for financial assistance has been received from the Lockhart Progress Association which is tabled for Council's consideration.

Report

The following correspondence has been received from the Lockhart Progress Association requesting financial assistance towards the provision of Christmas decorations:

*"Christmas decorations and lights were suggested at a recent meeting. We realise that lights are expensive and require storage. A suggestion was made that we have home-made decorations: e.g. trees made from pallets which could be made by the Men's shed. It was a request of the meeting that I write to you asking for funding for Christmas decorations."*

The Association is seeking an amount of \$500.00.

Council will be aware that the purchase of Christmas lights for all towns and villages in the Shire was previously put forward for funding under a grant program but was ultimately ruled in eligible and outside the program guidelines. Since then some decorations have been erected at Christmas time at the community's own initiative.

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 2023/24 Budget for this purpose.

Bearing in mind that Council previously intended to allocate grant funds for the provision of Christmas lights/decorations to all Shire towns and villages, if Council supports the request from the Lockhart Progress Association it is recommended that the same offer of assistance be extended to other progress associations in the Shire.

Integrated Planning and Reporting Reference

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

A2: Support, or partner to provide, welcoming and well-maintained community spaces and facilities.

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 2023/24 Budget for the consideration of requests for financial assistance pursuant to Section 356 of the Local Government Act.

Attachments

Nil.

**Recommendation:** That:

1. Council contributes an amount of \$500.00 to the Lockhart Progress Association for Christmas decorations.
2. The same financial contribution be offered to The Rock and Yerong Creek Progress Associations.
3. The Progress Associations be requested to consult shop owners when placing decorations outside their premises or on structures attached to their building.

**4. REQUEST FOR FINANCIAL ASSISTANCE – SOUTHERN SPORTS ACADEMY**

**(DCCS: 23/8108)**

Executive Summary

A request for financial assistance has been received from the Southern Sports Academy, a Wagga based Academy which provides elite young athletes from Southern NSW with cutting edge development programs designed to assist them in their pursuit of higher-level sporting achievements.

Report

The Southern Sports Academy (SSA) is a not-for-profit, organisation established to identify and prepare talented sports people in the southern NSW region to reach their maximum potential on and off the field.

The SSA is funded primarily through the State Government together with contributions from local councils and other partnerships.

In the past the SSA sought a contribution from councils of \$200 per athlete from the respective local government area at the Academy.

The SSA has now written to Council seeking financial support noting that there are currently two athletes from the Lockhart Shire Local Government Area represented at the SSA i.e. Imogen Bonny of Tootool in netball and Kiera Morgan of Pleasant Hills also in netball.

Integrated Planning and Reporting Reference

A3: Support our children and young people.

Legislative Policy and Planning Implications

Section 356 of the Local Government Act states that 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 and Financial Aspects

Council includes an annual allocation in its budget for contributions to community groups and individuals pursuant to Section 356 of the Local Government Act.

Attachments

- Request for Contribution – Southern Sports Academy

**Recommendation:** That in accordance with section 356 of the Local Government Act, Council make a \$400 contribution to the Southern Sports Academy.

[Skip to Next Report](#)

## Staff Report 4: Attachment – Request for Contribution – Southern Sports Academy



PO Box 8545, Koorringal NSW 2650  
P: 02 6931 8111 | F: 02 6931 8011  
[www.ssa-nsw.org.au](http://www.ssa-nsw.org.au)  
ABN 15 193 274 996

Thursday, 22 June 2023

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

Dear Peter,

The Southern Sports Academy (SSA) continues to provide elite young athletes from Southern NSW with cutting edge development programs designed to assist them in their pursuit of higher-level sporting achievements. The Academy has built on its focus of ensuring that athletes that graduate from the Academy do so as more rounded individuals possessing the necessary sporting and life skills to excel in the next phase of their lives.

SSA has been an active facilitator of sport in New South Wales for many years funded primarily through the State Government of the time, together with contributions from LGA's and other valuable partnerships. With the current challenges in mind and knowing that budget decisions may be affected, we felt it important to keep you informed of the academies continued action to support sport and regional youth in southern NSW.

All regional academy (RASi) operations offices with a collective network of 35 staff have been diligently working through the challenges of the last few years to continue giving our 2,500 athletes hope for their future. Our efforts have been well considered against the need to ensure effective mental health initiatives.

As always, our academy has maintained a positive outlook that focused on achieving engagement not only with our athletes but also with our many other stakeholders - parents and caregivers, our many volunteers, coaches and administrators, sponsors, Local Government authorities to name a few!

Primary among our strategies was the promotion of our sector-leading educational program (which has been gradually developed through our partnership with Clubs NSW). Each Academy has taken an individual approach with the online courses as the core and added websites, webinars, competitions, recipe ideas, one on one strength and conditioning sessions to the mix.

Every athlete within our programs, their parents/caregivers, brothers and sisters have been able to access these online programs free of charge. As a result, a remarkable (and growing) amount of engagement and positive media coverage has been achieved throughout the State with many outlets asking for further stories and updates. The results demonstrate that necessity can be the catalyst for innovation and efficiency.

SSA have also been active across various social media channels including Facebook, Instagram, Twitter and XPS to facilitate our messages and continue engagement.

Other network actions have included:

- Staff calling athletes individually to check on their mental and physical health and well-being;
- voluntary governance teams meeting regularly to brainstorm ideas and institute change where required;
- Squad Zoom sessions
- the activation of school contacts to spread messages and promotion;
- live social media instruction;
- engagement with industry stakeholders for secondary market support.

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Reach Your Goals!



PO Box 8545, Koorringal NSW 2650  
P: 02 6931 8111 | F: 02 6931 8011  
[www.ssa-nsw.org.au](http://www.ssa-nsw.org.au)  
ABN 15 193 274 996

At a management level and state level, the RASi Board of Directors representing every Academy continues to meet weekly to share ideas and forge a way forward. Individual Boards at regional level are meeting regularly and ideas are shared widely across the network and indeed the sports sector.

RASi has been partnered with NSWIS and the NSW Office of Sport to launch Pursu32+, a high performance talent pathway program for athletes from country NSW. The program connects both targeted regional athletes and their coaches to high performance expertise and provides opportunities to develop their success in Olympic sports.

Simply, at an individual and collective level we are taking strong action to ensure the future prosperity of sport and the welfare of our regional youth, and we remain committed to being integral to the economic and social recovery in our State.

Our Academy was very excited to host the second year of our Academy Games in April this year. This brought thousands of athletes, parents, coaches and staff from all over NSW to our region, also giving us the chance to showcase the region. We are looking forward to finishing with an even bigger and better games in 2024.

Since the inception of the Academy in 1992, the collective contributions of LGA's from around the region have been vital not only to the success of the Academy, but also to its survival. Historically the Academy has invited you to contribute to the development of athletes from your Local Government Area by contributing \$200 per athlete to the Southern Sports Academy. We have found that there have been an increased number of councils that have declined to provide assistance, sadly putting at risk the sustainability of the Academy on a broader scale, as such we are extremely appreciative of your continued support.

Your area is currently represented in the Academy by:

Given	Surname	Town	Sport	LGA
Kiera	Morgan	Pleasant Hills 2658	Netball	Lockhart
Imogen	Bonny	Tootool 2655	Netball	Lockhart

On behalf of athletes from your region, we look forward to your continued support.

Yours sincerely,

Lincoln Kennedy  
Chairman



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**5. REQUEST FOR FINANCIAL ASSISTANCE – YERONG CREEK RECREATION GROUND MANAGEMENT COMMITTEE**

**(DCCS: 23/8133)**

Executive Summary

A request for financial assistance has been received from the Yerong Creek Recreation Ground Management Committee and is tabled for Council's consideration.

Report

A request for financial assistance has been received from the Yerong Creek Recreation Ground Management Committee on the following basis:

- The Yerong Creek Recreation Ground oval closest to the Hall & Bowling Club has a turf wicket for cricket and is one of the few turf wickets in the Riverina and it is also a high quality turf wicket.
- However, the surrounding oval is not of the same high standard, and to address this the Yerong Creek Recreation Ground Management Committee secured funding through the LRCI Phase 2 & 3 funding programs, Cricket NSW, Bendigo Community Bank Henty and their own funds to fund the installation of an inground irrigation system and associated infrastructure.
- The irrigation system will enable the Management Committee to sow the required grass to complement the turf wicket and better place the Yerong Creek cricket facilities to attract representative games for junior, boys and girls, and senior cricket matches.
- To enable the surrounding oval to be presented in the best possible condition for cricket, all the advice is that a cycle mower will best achieve this.
- They also still require the existing Toro zero turn mower to mow the second oval and the areas around each oval.

The request for financial assistance from the Yerong Creek Recreation Ground Management Committee involves two components:

1. funding for a new "second-hand" cycle mower with an estimated cost of \$27,000. (refer attachment)
2. assistance with major repairs required for existing Toro zero turn rotary mower, estimated at \$5,000.

The Committee is seeking Council's assistance in total to the value of \$32,000.

Integrated Planning and Reporting Reference

- A1: Build capacity, capability and partnerships to encourage sustainable community groups and clubs.
- A1: Provide support and advice to community groups, clubs and volunteers.
- A1: Within financial means support and fund section 355 committees to manage and maintain council facilities.

Legislative Policy & Planning Implications

Pursuant to Section 356 of the Local Government Act 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 2023/24 budget to accommodate requests for financial assistance. Of this budget of \$52,000, \$13,300 is already committed, leaving \$38,700 unallocated. There is also an internally restricted reserve "Community Financial Assistance S356" which had a balance of \$40,115 as at year end of 30 June 2023. There were unspent S356 funds of \$19,700, providing a balance of \$59,815 as at 1 July 2023 in the "Community Financial Assistance S356" internally restricted reserve.

Attachments

- Letter from Yerong Creek Recreation Ground Management Committee.

**Recommendation:** That Council:

1. Provide financial assistance in the amount of \$27,000 to the Yerong Creek Recreation Ground Management Committee and that the contribution be funded from the “Community Financial Assistance S356” internally restricted reserve.
2. Existing Toro zero turn mower be transported to the Lockhart Depot for Council’s mechanics to undertake an assessment of repairs required. Any repairs up to the value of \$5,000 be costed to Plant Running Expenses.

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**Staff Report 5: Attachment – Request for Assistance to Purchase Mower, Yerong Creek Recreation Ground Management Committee.**

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 warranty. 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 transactions, 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.

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

Nil.

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

Nil.

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

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

(DEES)

#### Executive Summary

Monthly report on engineering and environmental services matters.

#### Background Information

#### **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 TNSW.

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: Completed.

Henty Pleasant Hills Road: Completed.

Unsealed Roads: Unsealed Road Maintenance of Shire gravel roads has been conducted on: Brian Westblades Lane, Hollies Road, Finlayson Lane, Tinamba Lane, French Park Bullenbong Road, Spanish Ave, Fargunyah 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 back log of customer enquiries, and the extension of culverts on The Rock Mangoplah Rd.

#### **Parks & Gardens**

Ave. of Honour Extension, The Rock: The hard landscaping, including granite surfaces, steel garden bed edging, drip irrigation and dry creek bed, are near completion. Mulching has also commenced. Planting and installation of timber walk bridge will follow.

Esplanade Upgrade, Pleasant Hills: Construction of the granite footpath will commence when weather conditions allow. Quotes have been received for furniture, including benches, rubbish bins, picnic table and shelter. Design and quotes for the bird hide are being considered.

Stan Galvin Park, Yerong Creek - New Footpaths: Quotes have been sort for the construction of the new paths.

109 Green St, Lockhart – Landscaping: Alterations to the landscape plan have received approval. Quotes for supplies have been sort and ordered.

**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 be conducted throughout cooler months.

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.

**Biosecurity**

**Property Inspections**

Inspections were carried out on residential, rural and commercial properties, as well as Travelling Stock Routes and Crown Land.

The most commonly found weeds were Horehound (*Marrubium vulgare*), Bridal creeper (*Asparagus asparagoides*), African boxthorn (*Lycium ferocissimum*), St. John's wort (*Hypericum perforatum*), Privet (*Ligustrum* sp.), Silverleaf nightshade (*Solanum elaeagnifolium*), African lovegrass (*Eragrostis curvula*), Green cestrum (*Cestrum parqui*), Sweet briar (*Rosa rubiginosa*), Scotch thistle (*Onopordum acanthium*), Sweet briar (*Rosa rubiginosa*), and Foxtail fern (*Asparagus densiflorus*) respectively.

No. 1 <sup>st</sup> Inspections	No. Re-inspections required	No. 2 <sup>nd</sup> Inspections	No. Biosecurity Undertakings Accepted	No. Biosecurity Directions Issued	No. 3 <sup>rd</sup> Inspections	No. 4 <sup>th</sup> Inspections
40	20	0	0	0	0	0

**Control Program**

Priority has been given to the control of Feathertop Rhodes grass (*Chloris virgata*) and Horehound (*Marrubium vulgare*) on roadside reserves and council managed land.

**Development Approvals**

This report advises of the Development Application activity for the month of June 2023.

DA/CDC No	Development	Applicant	Site of Development
DA48/23	Demolition of existing building & erection of 3 bay station	Lockhart Shire Council	160 Urana St, The Rock
DA60/23	New shed	N Dissanayke	3 Prichard Pl, Lockhart
DA62/23	Alterations & additions to dwelling	E & J Sim	3599 Lockhart The Rock Rd, The Rock
DA64/23	Inground swimming pool	E Burkinshaw	12 Carson Rd, The Rock
DA65/23	Alterations & additions to dwelling	S Umback	66 King St, The Rock
DA66/23	New carport, shed & decks	M Bean	3-5 Waratah St, Yerong Creek
DA68/23	Installation of a transportable dwelling to be used as a rural workers' dwelling	J Seach	152 McGeachies Ln, The Rock

**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.

Attachment

Nil

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

**7. PLANNING PROPOSAL FOR VARIATION TO LOCKHART LEP 2012 – DA53/23**

**(MPE: 23/7613)**

Executive Summary

An application for the change of use of an existing church has been lodged with Council. The proposal comprises the conversion of an existing church building into a two-bedroom dwelling house, the installation of a new onsite wastewater system and 60,000 litres rainwater storage.

The proposed development requires a variation to the minimum 250-hectare development standard of the Lockhart Local Environmental Plan 2012 (LLEP 2012).

Background Information

The site is located in a remote rural location at 1962 Western Road, Urangeline about 30km southwest of Lockhart. The lot was created in approximately 1937 for the erection of a place of public worship used by Saint Terrence's Catholic Church until 2020. The church remained intact and was kept largely in its original form. The land fronts directly onto Western Road, has a previously assigned rural address, is fully fenced and well maintained. The building itself lies wholly within the lot and no other buildings are on site nor proposed.

The lot was recently acquired by a private investor with a plan to convert the church into a dwelling. The proposal requires the consent from Council for a change of use and a variation under Clause 4.6 of the LLEP 2012. The land is zoned RU1 primary production and requires a minimum lot size of 250 hectares to erect a dwelling.

Clause 4.6 of the LLEP 2012 aims to provide an appropriate degree of flexibility in applying certain development standards to particular development. In this instance, an applicant wishes to use this clause to seek a variation to the minimum 250 hectare lot size requirement for erection of a dwelling on RU1 zoned land. The land has a total area of 2023m<sup>2</sup> and does not meet the minimum lot size requirements of the LLEP to erect a dwelling. The reason being to protect the primary production industry by not allowing fragmentation of land, land use conflict by providing residential development within the RU1 zone.

Council has obtained the Secretary's Concurrence to vary Clause 4.2(B)(a) *Erection of dual occupancies for dwelling houses on land in Zone RU1* and concurrence has been granted. (report attached).

Assessment

The applicant has provided justification in the attached Statement of Environmental Effects for the variation of Clause 4.2B under the LLEP 2012 with regards to the required minimum lot size for a dwelling house in the RU1 Primary Production zone.

Throughout the assessment of the application Council staff have identified the following:

- The subject land does not have dwelling house permissibility under Clause 4.2B of the LLEP 2021.
- Concerns regarding the remote location of the subject site and the subsequent proposal to convert the building into a dwelling house.
- The proposed change of use may create potential land use conflict due to adjoining agricultural land use.

- Approval of this application may have implications on future development applications for dwelling houses on undersized rural land.

Council and the Department of Planning and Environment have supported a similar application in 2017 for the change of use of an existing church into a dwelling house located on approximately 5000m<sup>2</sup> of land.

#### Options

There are two (2) options relevant to the consideration of this application:

1. Approve the development application, subject to conditions, for the proposed change of use of the church into a dwelling house; or
2. Refuse the development application for the proposed change of use of the church into a dwelling house.

Refusal of the application on unjustified grounds or approval of the application without adequate statutory planning or impact considerations may result in an appeal process in the Land and Environment Court which will have to be defended by Council.

Given that the Department of Planning and Environment have provided their concurrence for the development and that there was a similar approval issued in 2017 makes it difficult for Council to refuse the application.

#### Integrated Planning and Reporting Reference

D3.2: Land use that supports the development of our community.

#### Legislative Policy and Planning Implications

Clause 4.6 of the Lockhart Local Environmental Plan 2012 permits variations to development standards, providing the concurrence of Council and the Secretary are sought. The application seeks to vary the requirement for a minimum 250-hectare lot size for the erection of a dwelling on land zoned RU1 Primary Production.

#### Budget and Financial Aspects

Nil.

#### Attachment

- Statement of Environmental Effects including Application for Variation to Development Standard – under separate cover.
- Department of Planning and Environment Concurrence Letter and Report

**Recommendation:** That Council approves the Development Application for the proposed change of use of the church into a dwelling house despite concerns relating to the permissibility under Clause 4.2B of the LLEP, the remote location of the site, the potential for land use conflict and the potential for the approval to create a precedent for other undersized lots within the RU1 zone. The reasons for approval being that the Department of Planning and Environment have provided their Concurrence for the development and that there was a similar approval issued in 2017.

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**Staff Report 7: Attachment 2 – Department of Planning and Environment Concurrence Letter and Report**



Department of Planning and Environment

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

Our ref: IRF23/1578-CNR-54841-A-65116

**Attention: Jesse Rapley, Manager Planning and Environment**

Dear Mr Veneris

**Development Standard Variation at Lot 1 DP 336060, 1962 Western Road, Urangeline (CNR-54841/A-65116/DA53/23) - concurrence**

I refer to CNR-54841/A-65116 requesting the Secretary's concurrence under *Clause 4.6 Exceptions to development standards* of the Lockhart Local Environmental Plan 2012 (LLEP 2012) to vary a development standard as specified in *Clause 4.2B(3)(a) Erection of dual occupancies or dwelling houses on land in Zone RU1*.

The subject site is zoned RU1 Primary Production with a minimum lot size (MLS) of 250ha under the provisions of the LLEP 2012. The proposal is to re-use a former place of public worship building as a dwelling house on an undersized lot.

The objective of Clause 4.6 of the LLEP 2012 is to provide flexibility in the application of planning controls where strict compliance with those development standards would be unreasonable or unnecessary. Having regard to the information provided and assessment of the application, there are sufficient environmental planning grounds and particular circumstances to justify contravening the development standard in this case.

As delegate of the Secretary of the Department of Planning and Environment, I concur with the variation of the development standard in this case for the following reasons:

1. The proposed dwelling house on the subject land does not raise any matter of significance for State or regional environmental planning; and
2. There is no public benefit in maintaining the 250ha minimum lot size standard in this case.

In making this decision, the Department was mindful of the circumstances as advised by the applicant and Council. Granting concurrence to this application should therefore not be a precedent for other applications seeking to construct dwelling houses on undersized lots on rural land within the Lockhart Shire Council Local Government Area.

Council is also reminded to complete quarterly returns on variations to development standards. For further details please refer to Planning Circular PS20-002 Variations to development standards which I have attached for your convenience.

Should you have any enquiries about this matter, I have arranged for Thomas Scoble to assist you. Mr Scoble can be contacted on 5852 6800.

Yours sincerely



27 June 2023

**Wayne Garnsey**  
**Manager, Western Region**  
**Local and Regional Planning**

Encl: Planning Circular PS20-002 Variations to Development Standards

## STRATEGIC DIRECTION E: Strong Leadership and Governance

### 8. INVESTMENT AND BANK BALANCES REPORT – 30 JUNE 2023

(DCCS: 23/8139)

#### Executive Summary

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

#### Report

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

#### Cash at Bank

<b>Opening Combined Cashbook Balance</b>			1,739,466.49
Add: Total Receipts			
	Rates	69,642.78	
	Debtors	63,573.51	
	Miscellaneous	30,565.47	
	Interest	69,288.61	
	Transport for NSW - Traffic Control Grant	4,000.00	
	DEFT Dnload	800,000.00	
	Advanced Financial Assistance Grant	4,596,499.00	
	Apprenticeship Incentive	48,925.04	
	Sale of 12 Harry Davies Drive	55,408.53	
	Safe and Secure Water Program	60,088.50	
	NSW RFS - Reimbursement The Rock Fire Station	190,710.88	
	Smart Charge Incentive	8,690.00	
			5,997,392.32
Less: Total Payments			7,494,176.55
	New Investments	0	4,700,000.00
<b>Closing Combined Cashbook Balance</b>			<b>242,682.26</b>
<b>Closing Bank Statement Balance</b>	Bendigo Bank	197,907.20	
	Macquarie Bank	25,838.43	
	Bendigo Bank-Prichard Trust	31,774.98	
			255,520.61
Add: Outstanding Deposits			4,006.34
			259,526.95
Less: Outstanding Cheques			16,844.69
<b>Closing Combined Cashbook Balance</b>			<b>242,682.26</b>
	<b>Interest Rate per Annum</b>	<b>Amount Invested</b>	<b>% of Total</b>
<b>Investments:</b>			
Bank of Queensland	5.05	700,000.00	4.69
Bank of Queensland	4.45	500,000.00	3.35
Bendigo	4.90	1,000,000.00	6.70
Bendigo	4.25	500,000.00	3.35
Bendigo	4.55	500,000.00	3.35
Bendigo	4.55	500,000.00	3.35
Bendigo	4.85	250,000.00	1.67
Bendigo	4.90	400,000.00	2.68
Bendigo	at call	66,072.20	0.53
Commonwealth	5.08	1,000,000.00	6.70
Commonwealth	4.53	500,000.00	3.35
Commonwealth	4.21	500,000.00	3.35
Commonwealth	4.22	500,000.00	3.35
Commonwealth	4.49	500,000.00	3.35
Commonwealth	4.76	1,000,000.00	6.70
IMB	5.05	500,000.00	3.35
MACQUARIE BANK	4.63	500,000.00	3.35
MACQUARIE BANK	4.63	500,000.00	3.35
MACQUARIE BANK	4.72	500,000.00	3.35
MACQUARIE BANK	4.72	500,000.00	3.35
MACQUARIE BANK	4.94	500,000.00	3.35
National Aust Bank	5.09	500,000.00	3.35
National Aust Bank	5.09	1,000,000.00	6.70
National Aust Bank	4.80	500,000.00	3.35
National Aust Bank	4.55	500,000.00	3.35
National Aust Bank	4.80	500,000.00	3.35
National Aust Bank	4.90	500,000.00	3.35
		<b>14,916,072.20</b>	100.00
			<b>AMOUNT</b>
	1490-3000-0000		(2,148,530.43)
Combined Sewerage	8490-3000-0000		2,359,437.71
Trust Fund	9991-3000-0000		31,774.98
		<b>242,682.26</b>	<b>242,682.26</b>
	<b>TOTAL FUNDS HELD ARE:</b>	<b>15,158,754.46</b>	



Integrated Planning and Reporting Reference

- E1: Council is strong, sustainable and able to stand alone.
- E1: Plan for the long-term sustainability of the Shire.
- E1: Meet all governance and regulatory requirements in the conduct of Council operations.

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

Council's 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 June 2023, the average end of month balance of funds invested has been \$9.70 million and the average return on invested funds has been 3.59%. 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 June 2023 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

**9. AUDITOR GENERAL'S REPORT TO PARLIAMENT AND THE RECOGNITION OF RFS ASSETS  
(GM: 23/6901)**

Executive Summary

The Auditor-General's Report on the Results of the local government sector financial statement audits for the year ended 30 June 2022 has been tabled in the NSW Parliament.

Report

The Auditor-General's Report on the Results of the local government sector financial statement audits for the year ended 30 June 2022 has been tabled in the NSW Parliament. The Auditor-General found that:

- Unqualified audit opinions were issued for 83 councils, 11 joint organisations and nine county councils' financial statements.
- The financial audits for two councils and two joint organisations are in progress due to accounting issues.
- Fifty-seven councils and joint organisations (2021: 41) required extensions to submit their financial statements to the Office of Local Government (OLG).
- Qualified audit opinions were issued on 43 councils' financial statements due to non-recognition of rural firefighting equipment vested under section 119 (2) of the *Rural Fires Act 1997*. Forty-seven councils appropriately recognised this equipment.

Lockhart Shire Council is one of the 43 councils issued with a qualified audit opinion due to non-recognition of Rural Fire Service assets (the red fleet).

By Council minute no.132/22 Council resolved not to recognise the red fleet on the basis that it does not control the assets and therefore the red fleet does not meet the accounting definition of an asset. In the same resolution Council called on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of RFS assets by acknowledging that rural firefighting equipment is vested in, under the control of, and the property of the RFS and amending section 119 of the *Rural Fires Act 1997* so that the effect is to make it clear that RFS assets are not the property of councils.

The Auditor-General's Report to Parliament further noted that:

*“The department should intervene to assess councils’ compliance with legislative responsibilities, standards and guidelines. The financial statements of the NSW Total State Sector and the NSW Rural Fire Service do not include rural firefighting equipment that has been vested to councils under section 119(2) of the Rural Fires Act.*

*The State Government has reconfirmed its view that rural firefighting equipment vested to councils under Section 119(2) of the Rural Fires Act is not controlled by the State. In reaching this conclusion, the State argued that on balance it would appear the councils control the rural firefighting equipment that has been vested to them.*

*It is important to note that there are only two parties to the agreements that govern the use of vested rural firefighting equipment, leaving only two parties who would be considered to control this equipment – the NSW Rural Fire Service in the State sector, or councils in the local government sector.*

*Since 2017, the Audit Office has recommended that the Office of Local Government (OLG) and then the Department of Planning and Environment (the department) address the differing practices across the local government sector in accounting for rural firefighting equipment. In doing so, the Audit Office recommended that OLG should work with NSW Treasury to ensure there is a whole-of-government approach.*

*In 2021, having again considered the accounting position papers prepared by the respective stakeholders, the Audit Office of New South Wales advised councils and the department that any council not recognising this equipment is not complying with the requirements of the Australian Accounting Standards.*

*We recommended that the department intervene when councils do not recognise vested rural firefighting equipment. The department’s role includes assessing whether intervention is appropriate with respect to councils’ compliance with, and performance against legislative responsibilities, standards or guidelines. Given the law and the State’s clear position, it would appear that any council not recognising this equipment is non-compliant with the relevant Australian Accounting Standards. Despite these repeated recommendations in our ‘Local Government 2021’ and ‘Planning and Environment 2022’ Auditor-General’s reports, the department has not been effective in resolving this issue.*

*Forty-three of 146 completed audits of councils received qualified audit opinions on their 2022 financial statements. Sufficient time and engagement have been afforded to avoid these qualified audit opinions. This situation is unlikely to be resolved in the absence of regulatory intervention. The department should now intervene to address this matter as a priority.*

*Recommendation to the department (repeat issue) - Consistent with the NSW Government’s accounting position on control of vested rural firefighting equipment and the department’s role to assess councils’ compliance with legislative responsibilities, standards or guidelines, the department should intervene where councils do not recognise rural firefighting equipment vested to them under section 119(2) of the Rural Fires Act.”*

In response to the Auditor-General's recommendation OLG has written to the 43 affected councils with qualified audit opinions and Local Government NSW has in turn written to OLG on the councils' behalf and advocating the councils' position on the RFS.

In the meantime the Member for Northern Tablelands, the Hon Adam Marshall MP, proposes to introduce a Private Member's Bill into State Parliament seeking to amend the Rural Fires Act 1997 to remove any ambiguity and transfer the ownership of RFS assets back to the State Government.

#### Integrated Planning and Reporting Reference

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

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

#### Legislative Policy & Planning Implications

Work has commenced on the 2022/23 financial statements audit and Council's auditors have been advised that Council's position in relation to this matter has not changed.

#### Budget & Financial Aspects

The non-recognition of rural firefighting equipment in the Council's 2022/23 financial statements is likely to result in the issuing of another qualified audit opinion by the Audit Office of NSW.

#### Attachments

Nil.

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

## 10. IPART REVIEW OF THE RATE PEG METHODOLOGY

(GM: 23/6969)

#### Executive Summary

IPART has released a draft report on its review of the rate peg methodology.

#### Report

As Councillors will be aware the Independent Pricing and Regulatory Tribunal (IPART), which determines the amount by which councils can increase their ordinary rate income from one year to the next i.e. the rate peg, is reviewing the methodology it uses for determining the rate peg.

IPART has now issued a draft report. Whilst the decisions and recommendations contained in the draft report are not final and any recommendations will be subject to the Government's response, a summary extract from the draft report is provided below for Council's information.

*"IPART's draft decisions are:*

1. *To replace the Local Government Cost Index (LGCI) with a Base Cost Change model with the following three components:*
  - a) *employee costs*
  - b) *asset costs*
  - c) *other operating costs.*
2. *To develop separate Base Cost Change models for three council groups i.e.:*
  - a) *metropolitan councils (Office of Local Government groups 1,2,3, 6 and 7)*
  - b) *regional councils (Office of Local Government groups 4 and 5)*
  - c) *rural councils (Office of Local Government groups 8 to 11).*
3. *For each council group, calculate the Base Cost Change as follows:*
  - a) *For employee costs, we would use the annual wage increases prescribed by the Local Government (State) Award for the year the rate peg applies, or the Reserve Bank of Australia's forecast change in the Wage Price Index from the most recent Statement on Monetary Policy (averaging the changes over the year to June and December for the year the rate peg applies). We would also adjust for changes in the superannuation guarantee in both cases.*
  - b) *For asset costs, we would use the Reserve Bank of Australia's forecast change in the Consumer Price Index from the most recent Statement on Monetary Policy (averaging the changes over the year to June and December for the year the rate peg applies), adjusted to reflect the average difference between changes in the Producer Price Index (Road and bridge construction, NSW) and changes in the Consumer Price Index (All groups, Sydney) over the most recent 5-year period for which data is available.*
  - c) *For other operating costs, we would use the Reserve Bank of Australia's forecast change in the Consumer Price Index from the most recent Statement on Monetary Policy (averaging the changes over the year to June and December for the year the rate peg applies).*
  - d) *We would weight the three components using the latest 3 years of data obtained from the Financial Data Returns of councils in that group and update the weights annually.*

4. *To publish indicative rate pegs for councils around September each year (unless input data is not available) and final rate pegs around May each year.*
5. *To include a separate adjustment factor in our rate peg methodology that reflects the annual change in each council's Emergency Services Levy (ESL) contribution. This factor will reflect:*
  - a) *an individual council's contribution, for councils:*
    - *that are not part of a rural fire district, or*
    - *that are part of a rural fire district but do not engage in ESL contribution cost sharing arrangements, or*
    - *are the only council in their rural fire district, or*
    - *that are part of a rural fire district and engage in ESL contribution cost sharing where we have accurate information about what the council pays.*
  - b) *the weighted average change for each rural fire district, for councils that are part of a rural fire district and engage in ESL contribution cost sharing arrangements where we do not have accurate information about what they pay.*
6. *To set Emergency Services Levy (ESL) factors and a final rate peg for each council in May after ESL contributions for the year the rate peg is to apply are known, so that councils can recover changes in ESL contributions in the year contributions are to be paid.*
7. *To maintain our current approach and make additional adjustments to the rate peg on an as needs basis for external costs (For the Emergency Services Levy, we have made a separate decision - see Draft Decision 5).*
8. *To change the 'change in population' component of the population factor to deduct prison populations from the residential population in a council area and then calculate the growth in the non-prisoner residential population of a council area for the relevant year. We would not make retrospective adjustments for previous population factors.*
9. *To retain the productivity factor in the rate peg methodology and for it to remain as zero by default unless there is evidence to depart from that approach.*
10. *To review our rate peg methodology every five years, unless there is a material change to the sector or the economy, to ensure its stays fit for purpose.*

*Our draft recommendations are:*

1. *That a local government reference group is established to advise on the implementation of our new rate peg methodology.*
2. *That the NSW Government consider commissioning an independent review of the financial model for councils in NSW including the broader issues raised in this report.*

*Matters for further consideration:*

1. *The eligibility of current rate exemptions could be better targeted to improve outcomes for ratepayers and councils.*
2. *The use of the Capital Improved Valuation method to levy local council rates could improve the efficiency and equity of rates.*
3. *There could be merit in considering whether to introduce an additional constraint (i.e. conditions) on the rate peg to provide confidence to ratepayers that increases are reasonable.*
4. *Some councils may not have an adequate rates base and a mechanism should be developed to enable councils found to have insufficient base rates income to achieve financial sustainability.*
5. *Statutory charges for services provided by councils may not be recovering the full cost of service provision, such as for development approval fees and stormwater management service charges.*
6. *Councils could be better supported to serve their communities more effectively to build community trust in councils. This could include improvements in how councils undertake and implement their integrated planning and reporting.*

7. *There are opportunities to strengthen council incentives to improve their performance, including considering whether there is merit in a model that would exempt councils that demonstrate an agreed level of performance and consultation with ratepayers from the rate peg.”*

The draft report is seen as a step in the right direction as it moves further away from a one size fits all approach to one based on the OLG groupings. It also acknowledges actual increases in employee costs by incorporating the annual wage increases prescribed by the Local Government (State) Award which is not currently the case. The draft decisions also recognise the problematic timing of the release of the Emergency Services Levy required to be paid by councils. REROC has made a submission to IPART in relation to the Draft Report on behalf of member councils.

#### Integrated Planning and Reporting Reference

- E1: Advocate and prepare for the long-term sustainability of our Shire.  
E1: Continue to enhance sound financial management policies and practices.  
E1: Meet all governance and regulatory requirements in the conduct of Council operations.

#### Legislative Policy & Planning Implications

Pursuant to section 506 of the Local Government Act the Minister may, by order published in the Gazette specify the percentage by which councils' general income for a specified year may be varied.

#### Budget & Financial Aspects

Council's 2023/24 Budget incorporates an increase in general income of 3.7% being the maximum permissible for that year.

#### Attachments

Nil.

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

## 11. DELIVERY PROGRAM 2022-2025 PROGRESS REPORT

(GM: 23/7029)

### Executive Summary

Provision of a six-monthly progress report on the implementation of the Delivery Program.

### Report

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

The 2022-2025 Delivery Program was adopted by the newly elected Council on 19 April 2022 (minute no. 85/22) for the period 1 July 2022 to 30 June 2025. This is the second six monthly progress report for this Delivery Program.

In response to feedback received following the tabling of the last progress report, a shorter version has been prepared and distributed separately to Councillors. With respect to the revised format the following should be noted:

- Whilst this six-monthly report relates to the period 1 January to 30 June 2023, the strategies and actions which are being pursued relate to the Delivery Program for the period 1 July 2022 to 30 June 2025. A new Delivery Program will have to be prepared and adopted by the new Council following the September 2024 local government elections.
- A traffic light colour system has been adopted to indicate completed/achieved (green), in progress/partially completed (orange) and not commenced (red).
- Whilst some strategies and actions have been marked as achieved or complete, particularly as far as the current financial year is concerned, the nature of the strategy or action is such that it is continuous or ongoing.
- Where an action is in progress and partially complete, the amount of progress is indicated as a percentage of the total project which includes planning, procurement, approvals etc. not just the actual development, construction, or other form of implementation.

Integrated Planning and Reporting Reference

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Not applicable.

Attachments

Lockhart Shire Council 2022-2025 Delivery Program Progress Report has been separately distributed to Councillors.

**Recommendation:** That the report on the progress of the 2022-2025 Delivery Program for the period 1 January to 30 June 2023 be received and noted.

## 12. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

**(GM: 23/7718)**

Executive Summary

Council is required to determine its voting delegate and other attendees to the Annual Conference of Local Government NSW (LGNSW).

LGNSW Annual Conference

LGNSW is the peak industry body representing NSW councils. It is also the registered employer organisation representing NSW councils in industrial matters and in award negotiations with the relevant unions.

The LGNSW Annual Conference is the annual policy-making event for all councils of NSW. Councils are provided with the opportunity to submit motions for consideration and debate by delegates. Motions passed at the Conference become Resolutions, which LGNSW takes forward on behalf of councils as part of the sector's advocacy agenda.

This year the Annual Conference will be held from Sunday 12 November to Tuesday 14 November 2023 at Rosehill Gardens Racecourse in Sydney.

Historically the Mayor has attended the Conference as the Council's voting delegate along with the General Manager. However, the Councillors' Professional Development Program adopted by Council also makes provision for one other councillor to attend the LGNSW Annual Conference each year in addition to the Mayor.

The deadline for councils to provide the names of their voting delegates is 27 October 2023.

Member councils are invited to put forward motions by 15 September 2023 to be considered at the Conference. LGNSW advises that proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. When submitting motions, councils are encouraged to familiarise themselves with the existing principles and positions of LGNSW on issues of importance to the sector, as councils will be asked to identify if their motion is seeking a change to LGNSW's existing Policy Position.

Integrated Planning and Reporting Reference

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

E3: Continue to lead and advocate on key social and community issues.

E3: Ensure Council staff and Councillors participate regularly in professional development to support high quality customer service and professional skills.

Legislative Policy & Planning Implications

The LGNSW Annual Conference is the annual policy-making event for all NSW councils.

Budget & Financial Aspects

The LGNSW Annual Conference costs are provided for in the 2023/24 Budget, except for any partner costs not covered by Council's policy, which will be on-charged, if applicable.

Attachment

Nil.

**Recommendation:** That Council:

1. Appoint the Mayor as its voting delegate at the 2023 LGNSW Annual Conference; and
2. Nominates one other Councillor to attend the Annual Conference together with the Mayor and the General Manager.

**13. FEES AND CHARGES 2023/24**

**(DCC: 23/8144)**

Executive Summary

The Office of Local Government has published the fees and charges applying pursuant to the Companion Animals Act and there are other fees and charges updates and amendments.

Report

Council's adopted fees and charges include both fees and charges set by Council at its discretion as well as statutory fees set by legislation.

Council adopted its fees and charges for the 2023/24 financial year at the Council meeting held on 19 June 2023. At the time of this meeting the statutory fees applying under the companion animals legislation had not been published. The Office of Local Government, by Circular No 23-06 dated 23 June 2023, advised that the Companion Animals Regulation has been amended to provide for the fees as set out in the table below, effective from 1 July 2023.

The matter is being reported to Council so that the revised fees can be formally incorporated into Council's adopted fees and charges.

<b>Registration Category</b>	<b>New fee amount</b>
Dog – Desexed (by relevant age)	\$75
Dog – Desexed (by relevant age – eligible pensioner)	\$32
Dog – Desexed (sold by pound/shelter)	\$0
Dog – Not Desexed or Desexed (after relevant age)	\$0
Dog – Not Desexed (not recommended)	\$75
Dog – Not Desexed (not recommended eligible pensioner)	\$32
Dog – Not Desexed (recognised breeder)	\$75
Dog – Not Desexed (not recommended) \$75	\$75
Dog – Working	\$0
Dog – Service of the State	\$0
Assistance Animal	\$0
Cat – Desexed or Not Desexed	\$65
Cat – Desexed (eligible pensioner)	\$32
Cat – Desexed (sold by pound/shelter)	\$0
Cat – Not Desexed (not recommended)	\$65
Cat – Not Desexed (not recommended – eligible pensioner)	\$32
Cat – Not Desexed (recognised breeder)	\$65
Registration late fee	\$21

Annual permit category	New fee amount
Cat not desexed by four months of age	\$92
Dangerous dog	\$221
Restricted dog	\$221
Permit late fee	\$21

### Caravan Park

The adopted fees and charges include a weekly hire fee for the Caravan Park cabins of \$420. This is considered too much of a discount to the daily rate. The new Caravan Park managers have requested the weekly fee be the daily rate by six days. i.e one night free. So, weekly fee for cabins is proposed to be \$510.

### Trade Waste

While Council has had Trade Waste fees in its fees and charges, they have not been used to date. As they have not been used, they have not been reviewed and/or updated annually.

Council has had a request for Septic Tank Waste disposal which has prompted this review.

It is proposed that:

- Existing charge: Trade Waste Treatment Charge (TWTC) be set at \$3.00 per KI for 2023/24.
- New charge: Septic Tank Waste Disposal (effluent only) – Discharge fee based on total capacity (kl) of tanker truck or approved discharge metered volume be set at \$3.00 per KI for 2023/24.

### Integrated Planning & Reporting

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

### Legislative Policy and Planning Implications

Fees and charges relating to companion animals are statutory fees that are set pursuant to the Companion Animals Act.

### Budget and Financial Aspects

The revised fees and charges will not have a discernable effect on Council's budget.

### Attachments

- OLG Circular 23-06 - Increases to companion animal registration and permit fees for 2023/24.

**Recommendation:** That Council:

1. Incorporates in its adopted fees and charges for 2023/24, the amended fees and charges applying to companion animals, as set out in this report and in OLG Circular 23-06.
2. Amend the Caravan Park weekly cabin fee to \$510 for 2023/24.
3. Sets the existing charge for Trade Waste Treatment Charge (TWTC) at \$3.00 per KI for 2023/24.
4. Sets a new charge for Septic Tank Waste Disposal (effluent only) – Discharge fee based on total capacity (kl) of tanker truck or approved discharge metered volume at \$3.00 per KI for 2023/24.



Staff Report 13: Attachment – OLG Circular 23-06 Increases to Companion Animal Registration and Permit Fees for 2023/24



Office of  
Local Government

Circular to Councils

<b>Circular Details</b>	Circular No 23-06 / 23 June 2023 / A858925
<b>Previous Circular</b>	22-16
<b>Who should read this</b>	Councillors / General Managers / Council finance staff / Companion Animal Enforcement and Administration Officers
<b>Contact</b>	Program Delivery Team – (02) 4428 4100 or 1300 134 460 <a href="mailto:pets@olg.nsw.gov.au">pets@olg.nsw.gov.au</a>
<b>Action required</b>	Council to Implement

**Increases to companion animal registration and permit fees for 2023/24**

**What's new or changing**

- The *Companion Animals Regulation 2021* has been amended to adjust 2023/24 registration and annual permit fees for companion animals for CPI.
- Councils must continue to register eligible pound/shelter animals through the NSW Companion Animals Register. Free registration for these animals does not mean that registration is not required. The established process of 'flagging' an animal as being purchased from an eligible pound/shelter is required to validate a free registration.
- When processing a registration for an eligible pensioner whose pet has been recommended by a vet to not undergo desexing (either temporarily or permanently), select the "not desexed (not recommended – eligible pensioner)" category. This will allow the eligible pensioner to claim the discounted registration.
- The new fees are as prescribed below and will be effective from 1 July 2023.

Registration Category	New fee amount
Dog – Desexed (by relevant age)	\$75
Dog – Desexed (by relevant age - eligible pensioner)	\$32
Dog – Desexed (sold by pound/shelter)	\$0
Dog – Not Desexed or Desexed (after relevant age)	\$252
Dog – Not Desexed (not recommended)	\$75
Dog – Not Desexed (not recommended eligible pensioner)	\$32
Dog – Not Desexed (recognised breeder)	\$75
Dog – Working	\$0
Dog – Service of the State	\$0
Assistance Animal	\$0
Cat – Desexed or Not Desexed	\$65
Cat – Desexed (eligible pensioner)	\$32
Cat – Desexed (sold by pound/shelter)	\$0
Cat – Not Desexed (not recommended)	\$65
Cat – Not Desexed (not recommended - eligible pensioner)	\$32
Cat – Not Desexed (recognised breeder)	\$65
Registration late fee	\$21
Annual permit category	New fee amount
Cat not desexed by four months of age	\$92
Dangerous dog	\$221
Restricted dog	\$221
Permit late fee	\$21

Strengthening local government

#### Key points

- Companion animal registration and annual permit fees have been adjusted for the 2023/24 financial year.
- Section 18(2)(a) sets the baseline registration fee for a dog at \$75.
- Section 18(2)(b) registration fee for a cat remains at \$10 less than the registration fee for a dog, making it \$65.
- Section 18(4), to prescribe that no registration fee is payable for a companion animal that is desexed and sold to the owner by a rehoming organisation, remains the same.
- The CPI adjusted registration fee for pensioners, the additional fee for a non-desexed dog, late fee and permit fees are outlined in the table above.
- Councils must continue to register eligible pound/shelter animals through the NSW Companion Animals Register.
- The NSW Pet Registry will be updated to include the new fees for online registration and permit payments made by pet owners from 1 July 2023.
- Both the old and new fee structures will be maintained on the Companion Animals Register to allow councils to correct registration details for existing records and catch up on data entry backlogs (i.e. where fees have been received before 1 July 2023 but not entered on the Register).

#### Where to go for further information

- The following information can be found on the Office of Local Government's website:
  - A list of registration categories, current fees and the new fees for 2023/24 at [www.olg.nsw.gov.au/public/dogs-cats/nsw-pet-registry/microchipping-and-registration](http://www.olg.nsw.gov.au/public/dogs-cats/nsw-pet-registry/microchipping-and-registration).
  - Information relating to the processing of registration fees is available in *Companion Animals Guideline 1 – Registration Agents* at [www.olg.nsw.gov.au/councils/responsible-pet-ownership/nsw-pet-registry/the-cat-and-dog-register](http://www.olg.nsw.gov.au/councils/responsible-pet-ownership/nsw-pet-registry/the-cat-and-dog-register).



**Ashley Albury**  
Acting Deputy Secretary  
Office of Local Government

## **QUESTIONS AND STATEMENTS**

### **CLOSED SESSION**

#### **Agenda**

Nil.