



BUSINESS PAPER
of the
Ordinary Meeting
to be Held
17 February 2025

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

The Prayer

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

Amen

Acknowledgement of Country

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

Statement of Ethical Obligations

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

Oath or Affirmation of Office

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

Webcasting of Council Meetings

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

ORDER OF BUSINESS

OPENING WITH A PRAYER

ACKNOWLEDGEMENT OF COUNTRY

STATEMENT OF ETHICAL OBLIGATIONS

WEBCASTING OF COUNCIL MEETING

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MAYORAL MINUTE

Nil.

REPORT ON MAYORAL & COUNCILLOR ACTIVITIES

To be presented at the meeting.

URGENT MATTERS

Nil.

NOTICE OF MOTION

Nil.

COMMITTEE REPORTS

1. MINUTES OF THE TOURISM AND ECONOMIC DEVELOPMENT STEERING COMMITTEE HELD ON 12 DECEMBER 2024 AT THE ROCK

Date & Time	Thursday 12 th December 2024 – 6 pm
Location	The Rock Memorial Bowling Club – The Rock
Attendees	Fiona Beckett (Deputy Chair), Heather Trevaskis (Timekeeper), Matt Holt (TEDO - Secretary), Debbie Bender, Joel Sim, Rachel Viski, Mandy Strong,
Apologies	Cr Erica Jones (Chair) and Navneet Choujar
1 & 2.	The Deputy Chair opened the meeting with a Welcome and an Acknowledgment of Country
3. Declarations of Interest	Nil
5. Confirmation of the minutes for the meeting on Thursday 14th November 2024 – 6 pm	
Resolution:	Recommended on the motion of Debbie Bender and Joel Sim that the minutes of the meeting held on Thursday 14 th November 2024 circulated, be confirmed as a true and correct record of the proceedings.
6. Action from previous minutes - TEDO	
Minutes:	Actions from previous meetings <ul style="list-style-type: none">• Committee to hold over nomination for Deputy Chair until the next meeting – Complete.• The Rock Railway Station – Create a list of questions/proposals and organize a Zoom meeting with the contact of the Dept of Regional Transport and Rach Viski – New Highway Traffic Count undertaken – Matt to organise meeting.• Matt to send appreciation letters to all former committee members- Outstanding.• Matt to send out expressions of interest seeking new community members as per Terms of Reference to start in 2025–Outstanding.• Tourism Signage - Matt to continue investigating options, costs, and to add Tourism Signage to the priority two project list –Outstanding.• Tim Fischer Way Brochure – Outstanding• Investigate workshops like the Tim Fischer Trust Community Leadership Program for Lockhart Shire – Outstanding

	<ul style="list-style-type: none"> Lockhart and Urana Tourist Trail – add to project list as a future project – Outstanding. <p>Update on the new toilets at the Pleasant Hills Recreation Grounds Matt to get the Project Manager to contact Fiona - Complete</p>
Actions:	Matt and members to continue to work on outstanding items and action the above
Resolution:	Recommended on the motion by Heather Trevaskis and Mandy Strong that the Council note the completed actions and the TEDO action the outstanding items.
7. Current Projects – Priority 1 - TEDO	
Minutes:	<ul style="list-style-type: none"> Murrumbidgee Trails Visitor Guide – Complete The Rock Observatory Brochure – collaborating with the Committee. Former Lockhart Entrance Town signs – Unfortunately, signs were disposed of during a clean-up at the depot while Matt was away. Matt will advise Lockhart Progress. Visitor Information Boards – slowly progressing. New Residents Information - Webpage and guide – slowly progressing. TransGrid Partnership Projects – list of projects will be submitted in January. Connectivity Project – Ongoing - 5G - Towers at Yerong Creek and Pleasant Hills to be installed by end of 2025. Drought Resilience Plan (Wagga and Lockhart Shire) – Aiming to take to Council in February, then hopefully onto public exhibition for 28 days
Actions:	Matt to continue to work on outstanding items
Resolution:	Recommended on the motion by Joel Sim and Rachel Viski that the TEDO continue to work on the priority one projects.
8. Projects - Priority 2 - Share Drive – Updates in Share Drive	
9. Projects – Potential – Share drive – Updates in Share Drive	
11. News/Issues/Topics – TEDO	
Minutes:	<ul style="list-style-type: none"> Event support and advice provided to organisers of Warrangong Harvest Event - Jan 2025, Lockhart Lions Club – Light up Lockhart, Lockhart Lions Club - Show and Shine 2025, The Rock Central School, The Rock Christmas Display, Tolland Cycling Club and Pleasant Hills Birthday Celebration 2025 Marketing for Summer includes, Eat Stay Play - Victoria and Southern NSW and Southern What's On (Deni), Rex Magazine, Visit Wagga (Observatory), Country Change December activities including video.
Actions:	NIL
Resolution:	Recommended on the motion by Mandy Strong and Debbie Bender that the Council note the above.
13. Museum Advisor Reports (November) - Heather	
Minutes:	Reports Received
Actions:	Nil
Resolution:	Recommended on the motion by Heather Trevaskis and Joel Sim that the Council note the above.
16. Questions/Feedback/Updates	
Suggestion	Mandy – Suggestion a Museum Trail Brochure with other regional Museums, this could be a project with the Southern NSW Regional Heritage Group.
Answer/Action:	Mandy – to raise at their next meeting in 2025
Question	EV Charging station at The Rock. One is missing but still showing on platforms
Answer/Action:	Matt will find out and request update
Updates:	Matt on leave 23 rd December 2024 – 3 rd January 2025

17. Next meeting: Tuesday 11th March 2025 – Pleasant Hills 6pm

Meeting Closed: 7.22pm

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

DELEGATES' REPORTS

Nil.

STATUS REPORT/PRÉCIS OF CORRESPONDENCE ISSUED

Status Report: Council Resolutions and Tasks to be finalised.

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 16 December 2024			
213/24	GM	<p>Community Engagement Strategy</p> <p>That Council endorse the draft Community Engagement Strategy & Participation Plan 2025 and place on public exhibition for a period of 28 days, following which a further report be presented to Council together with any submissions received.</p>	<p>Exhibition closed on 3 February 2025. Refer Staff Report 11.</p> <p>Complete.</p>
207/24	DE	<p>Grant Funding Amendments</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Endorses the completion of Emily Street, The Rock, Cole Street, Yerong Creek and Flood Detour Road, Lockhart under the Local Government Recovery Grant Program; and 2. Endorses the transfer of funding for Yerong Creek Mangoplah Road (Davidson's Hill) to Vincents Road (\$120,000), and Figtree Road (\$180,000); and 3. Considers Green Street West, Lockhart; Waste Management Facilities Access Roads; Community Information initiatives; Access Road Lockhart Golf Club, Yerong Creek Mangoplah Road (Davidsons Hill) under future grants programs. 	<p>Updated Grant documents have been submitted.</p> <p>Complete.</p>
204/24	GM	<p>Request for Financial Assistance – Women's Shearing World Record Attempts</p> <p>In accordance with section 356 of the Local Government Act, Council provides sponsorship to the value of \$500 to assist in hosting the women's shearing world record attempts by Nicki Guttler.</p>	<p>Payment processed. Event successful with the World Record achieved.</p> <p>Complete.</p>

Lockhart Shire Council
Ordinary Meeting – 17 February 2025

Minute No:	Officer to Action	Council Resolution	Action Taken
203/24	DCCS	Request for Financial Assistance – The Pleasant Hills Community Hotel Council to fund the cost of a traffic management plan and staff to supervise required signage at an estimated cost of \$1,000.00.	Council resolution: 203/24 Complete.
202/24	DE	The Rock Triathlon – Request for Assistance Council provides \$500 for the preparation of a new TGS for The Rock Triathlon.	Complete.
201/24	DCCS	Request for Financial Assistance – The Rock and District Meals on Wheels Council to request further information from The Rock & District Meals on Wheels before making a further decision at the February 2025 ordinary meeting of Council.	Council is able to provide \$600 funding from the Seniors Week grant. Payment processed. Complete.
Ordinary Council Meeting held 19 August 2024			
142/24	GM	Policy Reviews that: 1. Policy 2.45 Stock Movement and Grazing, be place on public exhibition for a period of not less than 28 days and any submissions received be considered prior to adopting the policy. 2. Policy 3.31 Health and Wellbeing, as presented, be adopted.	Policy 2.45 placed on Council's website for public exhibition. The adoption of Policy 2.45 is on hold whilst further information is sought from Local Land Services on Council's jurisdiction in this matter.
Ordinary Council Meeting held 17 June 2024			
125/24	DPE	Planning Proposal for Existing R5 Large Lot Residential Land at South Lockhart Council: a. Endorses the Planning Proposal and forward it to the Minister for Planning seeking an Amendment to the Lockhart Local Environmental Plan 2012 and request that a Gateway Determination be issued, including the delegation of Plan making powers, so as to enable the public exhibition of the Planning Proposal pursuant to the Environmental Planning & Assessment Act 1979; b. Upon receipt of a Gateway Determination under Section 56 of the Environmental Planning & Assessment Act 1979, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Section 57 of the Environmental Planning & Assessment Act 1979; and c. Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.	Council has received the Gateway Determination. The planning proposal will be placed on public exhibition once appropriate conditions from the Gateway Determination have been satisfied.

*Lockhart Shire Council
Ordinary Meeting – 17 February 2025*

Minute No:	Officer to Action	Council Resolution	Action Taken
120/24	GM	Naming of 109 Green Street, Lockhart That Council invites naming proposals from the general community for the public open space at 109 Green Street, Lockhart.	Proposals invited up to 23 August 2024. On hold pending consideration of the use of adjacent Council-owned buildings, with naming to be considered in context of the whole precinct.
Ordinary Council Meeting held 17 June 2024			
107/24	DCCS	Lockhart Long Day Care Services That, as the approved provider for childcare services operated from the Lockhart Central School library, Council meets the cost of modification and improvement works required for the purposes of extending the existing licence obtained for the Lockhart OOSH to include a long day care service.	Construction works have been completed. Handover of the facility occurred on Tuesday 11 Feb. Facility will now have resources setup for DoE to approve opening. Staff recruitment has occurred, and letters of offer issued.
Ordinary Council Meeting held 15 April 2024			
65/24	GM	Housing Initiatives and Opportunities for Council 1. Development applications be prepared for the construction of two x three-bedroom units on an allotment in each of the two proposed subdivisions in Prichard Place, Lockhart. 2. A development application be prepared for the construction of a single dwelling house on 65 Nicholas Street, The Rock for staff accommodation. 3. Council endorses an approach being made to Transport for NSW regarding availability to purchase Lots 4/5 and 7/8 Section 14, Nicholas Street, The Rock.	1. Plans to support a DA to be prepared as construction of the subdivision progresses. 2. Plans to support a DA to be prepared. An environmental assessment has been carried out. 3. Approach made to TfNSW, awaiting a response.
Ordinary Council Meeting held 18 September 2023			
163/23	GM	Magnolia Lodge and Youth Flats 1) Concept plans be prepared for the development of additional accommodation on the Magnolia Lodge site in Green Street and the Youth Flats site in Drummond Street Lockhart to facilitate further investigation and negotiation with the NSW Land and Housing Corporation; and	1. Concept plans have been prepared and forwarded to the NSW Land and Housing Corporation for feedback.
Ordinary Council Meeting held 13 February 2023			
26/23	GM	Proposed Acquisition of Land That, subject to obtaining the landowner's consent, Council authorises the General Manager to prepare and submit a development application for the development of a car park on the land situated at Lot 2 DP1196082.	Detailed site investigation has been completed. Report to be brought to a future meeting regarding the proposed acquisition of land. A report will be brought to the March 2025 council meeting.

Lockhart Shire Council
Ordinary Meeting – 17 February 2025

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 18 July 2022			
141/22	GM	<p>Request for Council to Purchase Private Access</p> <p>Council agrees to the request in principle subject to Council and the applicants agreeing to a reasonable cost sharing arrangement.</p>	<p>Subject land has been transferred to Council and dedicated as public road. Payment has been received from landowners in accordance with agreed cost sharing arrangement.</p> <p>Upgrade works complete.</p>
Ordinary Council Meeting held 16 December 2024 – Councillor Questions & Statements			
Questions & Statements	GM	<p>Cr Day: Mental Health Services</p> <p>Asked what steps Council has taken to improve the mental health services and the overall wellbeing of residents.</p>	<p>Council is currently participating in the grant-funded Regional Drought Resilience Planning Program in partnership with Wagga Wagga City which includes a wellbeing component (Staff Report 3 refers). Council also partners with, and advocates for, organisations that provide these support services, such as Murrumbidgee Primary Health Network (MPHN).</p> <p>Complete.</p>
	TEDO	<p>Cr Day: “Buy Local” Campaign</p> <p>Asked if Council launch a “buy local” campaign to encourage shopping at local small businesses, and provide marketing opportunities, including discounts and loyalty cards?</p>	<p>Referred to the TEDS Committee, with their next meeting to be held on 11 March.</p> <p>Complete.</p>
	DPE	<p>Cr Rushby: Purchase of Land</p> <p>Cr Rushby has been approached by residents of The Rock about purchasing land in Urana Street, The Rock. Cr Rushby asked what Council’s thoughts are on purchasing land, particularly when there is a shortage of commercial spaces in The Rock. Cr Walker raised the possibility of required remediation of the land. Cr Jones agreed with the suggestion that commercial properties are required but it perhaps should not be a Council matter, except to make the process as easy as possible.</p>	<p>Report to be brought to a future meeting regarding the funding of initial investigations.</p>
	DPE	<p>Cr Rushby: The Rock Tip</p> <p>Expressed concerns that The Rock Tip is being utilised more by non-residents than residents from the Shire and recommended that non-residents should be charged a higher fee with a requirement to show ID to prove their address.</p>	<p>Non-residents are charged a higher fee to dispose of waste and Council staff will ask to view ID or rates notice to prove their address.</p> <p>Complete.</p>
	DE	<p>Cr Rusbhy: Sign Maintenance</p> <p>Cr Rushby advised that similarly, a sign on Henderson’s Road requires attention.</p>	<p>Sign fixed.</p> <p>Complete.</p>

*Lockhart Shire Council
Ordinary Meeting – 17 February 2025*

Minute No:	Officer to Action	Council Resolution	Action Taken
	DE	<p>Cr Hunter: Street Bins</p> <p>Referred to photographs of the open-style bins adjacent to Yerong Creek School and also the park which the crows regularly attack, and the school then tidies up. The school Principal made contact with Council in 2023 and was informed new bins would be installed. Cr Hunter asked if these bins could be replaced with the new style bins which are enclosed? At this stage new bins have only been installed outside Delta. Cr Hunter asked how many of the new bins were installed in each town during the roll-out?</p>	<p>Further enclosures to be ordered in 2025/26 financial year. Twelve bins installed in Lockhart and eleven at The Rock.</p> <p>Complete.</p>
Ordinary Council Meeting held 25 November 2024 – Councillor Questions & Statements			
Questions & Statements	DE/MW	<p>Cr Marston: Linemarking – Urana Street Rail Crossing</p> <p>Has received a complaint regarding the linemarking at this crossing and asked if it could be investigated as it appears they are incorrect, possibly too short in places. The issue is causing some near misses because heavy vehicles need to cross the markings, whereas light vehicles are cutting the corners.</p>	<p>Line marking is as per requirements. Will raise at next meeting with rail authority.</p> <p>Complete.</p>
	DPE	<p>Cr Driscoll: Non-compliant Dwellings</p> <p>Drew attention to a dwelling in Davidson Street, The Rock which is non-compliant and has no sewer connection. Cr Driscoll also advised of an uninhabitable dwelling in Milne Road, and asked what Council can do with regard to these issues.</p>	<p>Council has contacted the owner of the subject dwelling in Davidson Street and the owner is currently preparing a Development Application for the dwelling.</p> <p>Council staff have investigated the dwelling on Milne Road and have contacted the owner of the property regarding the issue.</p> <p>Complete.</p>
	DPE	<p>Cr Rushby: Shipping Containers</p> <p>Requested copies of Council's guidelines or policies regarding the installation of shipping containers on both residential and rural properties as he is receiving a lot of complaints. Cr Marston asked if the information could be in a simple format, rather than copies of legislation.</p>	<p>A shipping container fact sheet in a simplified version will be created in the coming months.</p>
	DPE	<p>Cr Hunter: Residence – Cole St, Yerong Ck</p> <p>Advised that a house in Cole Street, Yerong Creek, has an overflowing septic which neighbours have complained about. Cr Hunter believes the house is unoccupied.</p>	<p>Council staff have conducted preliminary investigations, and the subject property is connected to the low-pressure sewer. The alarm for the system is not going off and there does not appear to be an issue with the system.</p> <p>Complete.</p>

Lockhart Shire Council
Ordinary Meeting – 17 February 2025

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 21 October 2024 – Councillor Questions & Statements			
Questions & Statements	GM	<p>Cr Marston: Defibrillators</p> <p>Advised that three defibrillators have been donated to The Rock township by the Recreation Ground Committee in cooperation with the local touch and AFL football clubs and asked that Council takes on the maintenance of these, which will be made available in places such as the pharmacy, RFS/SES, rec ground and preschool.</p>	A report will be brought to a future council meeting.
Ordinary Council Meeting held 19 August 2024 – Councillor Questions & Statements			
Questions & Statements	TEDO	<p>Cr Driscoll: Road Damage, near Piggery, Pleasant Hills</p> <p>Has received reports that traffic numbers have caused deterioration of Dick Knobels Road, Semmlers Road and Robertsons Lane, in the vicinity of the piggery. Feedlotting of sheep is happening in that area, which is leading to increased traffic. Cr Driscoll asked if Council could investigate, including whether the owners of that business could be requested to contribute to the road repairs as was included in the development approval?</p>	<p>Development approval only permits travel on Semmlers Road. Will be referred to Compliance Officer for action. Upgrades to road infrastructure triggered when development expands to Stage 2.</p> <p>Traffic Counters are currently in place on Dick Knobels Road, Semmlers Road and Robertsons Lane, with data still being collected.</p>
Questions & Statements	DCCS	<p>Cr Mathews: Sale of Land for Unpaid Rates</p> <p>Referred to a recent newspaper report of other councils selling properties for unpaid rates and asked if that was a possibility in Lockhart Shire.</p>	A review of properties with unpaid rates and eligibility for potential sale is currently being conducted.
Ordinary Council Meeting held 20 May 2024 – Councillor Questions & Statements			
Questions & Statements	GM	<p>Cr Mathews: Border Trust</p> <p>Advised that he, along with the General Manager and Director of Corporate and Community Services met with Ms Sue Gold, Executive Officer of the Border Trust. Cr Mathews suggested Ms Gold could be invited to address a future meeting of Council and believes membership of the Trust could be advantageous.</p>	Border Trust has been contacted with a view to making arrangements to address the newly elected council in several months' time.
Ordinary Council Meeting held 19 February 2024 – Councillor Questions & Statements			
Questions & Statements	DE	<p>Cr Rockliff: Fairy Lights, Lockhart Main Street</p> <p>Asked if the fairy lights in the shopping precinct can be repaired and/or reinstated?</p>	<p>Fixed.</p> <p>Complete</p>
Ordinary Council Meeting held 20 November 2023 – Councillor Questions & Statements			
Questions & Statements	DE	<p>Cr Mathews: Councillor Dress</p> <p>Suggested an option somewhere between the blazer and a polo shirt might be appropriate for attending conferences etc.</p>	<p>Catalogue has been made available for shirts and blazers from the Biz Corporate collection. Councillors to provide sizes to Executive Assistant.</p> <p>Polo shirts have arrived, will be distributed at meeting.</p>

Lockhart Shire Council
Ordinary Meeting – 17 February 2025

Minute No:	Officer to Action	Council Resolution	Action Taken
Ordinary Council Meeting held 16 October 2023 – Councillor Questions & Statements			
Questions & Statements	DCCS	<p>Cr Sharp: Pleasant Hills Tennis Courts</p> <p>Asked if there was a timeframe for repairs to the tennis courts to be carried out?</p>	<p>Top courts subbase works under way from week of 27th Jan 2025. With synthetic grass scheduled to be laid late Feb/early March.</p> <p>Quotes being sourced for fencing.</p>
Ordinary Council Meeting held 21 November 2022 – Councillor Questions & Statements			
Questions & Statements	DCCS	<p>Cr Hunter: Tiled Wall outside The Rock Gym</p> <p>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.</p>	<p>The tiles sourced by builder to date have been collected. Still to source light blue tiles. Due to the pattern, tiler is unable to start until all tile colours have been sourced.</p> <p>Would Council re-consider mini orb option?</p>

STAFF REPORTS

STRATEGIC DIRECTION A: A Connected and Resilient Community

2. REQUEST FOR FINANCIAL ASSISTANCE – LOCKHART LIONS CLUB

(DCCS: 25/874)

Executive Summary

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

Report

Lockhart Lions Club will be holding a Lockhart Show and Shine event on Sunday 16 March 2025. This event is seeking to have the road closed on Urana St, Lockhart in front of the Museum. The event is scheduled to require road closure from 8:00am to 3:00pm which will require a traffic management plan and Council staff to manage the appropriate signage for the event.

Integrated Planning and Reporting Reference

A1: Facilitate and support our community to deliver vibrant and dynamic community events.

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Council has allocated an amount of \$67,000 in the 2024/25 Budget for the consideration of requests for financial assistance pursuant to Section 356 of the Local Government Act.

There are sufficient funds available from the 2024/25 budget allocation.

Attachments

Nil.

Recommendation: That Council fund the cost of a traffic management plan and staff to supervise required signage at an estimated cost of \$1,000.

3. REGIONAL DROUGHT RESILIENCE PLAN

(TEDO: 25/890)

Executive Summary

In October 2023, Lockhart Shire Council and Wagga Wagga City Council (WWCC) submitted a joint application under the Regional Drought Resilience Planning Program. The application was successful, securing \$450,000 in funding over two years, with WWCC as the project lead.

The first phase of the program focused on developing a Regional Drought Resilience Plan, which is now ready for public exhibition.

Report

The Regional Drought Resilience Planning Program (The Program) aims to build capability and empower regional communities to plan ahead and respond proactively to drought risks. The Program provides funding to support the development of local drought resilience plans that:

- Enhance the self-reliance and resilience of regional communities, including the agricultural sector.
- Improve the natural capital of agricultural landscapes for better environmental outcomes.
- Strengthen the wellbeing and social connections of rural, regional, and remote communities.

A unique aspect of the Program is that applications could only be submitted by a consortium of two or more councils, as grouped specifically for this initiative. According to the Program Guidelines, drought resilience planning is being undertaken by consortia, rather than individual councils, because:

"Drought affects everyone and requires a region-wide response. Small consortia of between 2–6 councils will allow collaboration on regional issues and solutions."

As part of this approach, Lockhart Shire Council has been grouped with WWCC for the purposes of funding. At the October 2023 Council meeting, it was reported that a joint application had been lodged with WWCC.

In February 2024, confirmation was received that Lockhart Shire Council and WWCC were successful in securing \$450,000 in funding over two years, with WWCC agreeing to be the project lead.

Following this, both councils commenced the procurement process to engage a suitably qualified consultant to lead community consultation, planning, and the development of a Regional Drought Resilience Plan. A project group has been established to guide the process.

The funding will be delivered in two phases:

- Phase 1: Development of a Regional Drought Resilience Plan.
- Phase 2: Implementation of selected activities from the plan.

Phase 1 includes developing the plan based on research and extensive stakeholder and community consultation. In August 2024, public drop-in sessions were held across the two Local Government Areas (LGAs), followed by a four-week online community survey in September/October 2024.

Key stakeholders involved in the process include:

- Farmers and businesses
- Councillors and council officers
- Social support service providers
- Education and training providers
- Local health and social services providers
- Representatives from the manufacturing, transport, and construction sectors
- State and Federal government agencies

The draft Regional Drought Resilience Plan has been independently reviewed by CSIRO via the Department of Regional NSW (DRNSW), with feedback incorporated into the draft version.

The Regional Drought Resilience Plans must receive approval from DRNSW, the Minister for Regional NSW, and the Federal Minister for Agriculture, Fisheries and Forestry. Once finalised, the plans will be made publicly available.

Integrated Planning and Reporting Reference

A2: Work with stakeholders to ensure our community is safe and well prepared to respond to adversity.

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

Legislative Policy & Planning Implications

WWCC is the lead council for the project including being responsible for the consultant, administering the grant funds and executing the funding agreement.

Budget & Financial Aspects

A cash contribution is not required from Council under the Regional Drought Resilience Planning Program.

Attachments

- Draft Lockhart Shire and Wagga Wagga Regional Drought Resilience Plan under separate cover.

Recommendation: That Council places the Draft Lockhart Shire and Wagga Wagga Regional Drought Resilience Plan on public exhibition.

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

4. ENGINEERING REPORT

(DE)

Executive Summary

Monthly report on engineering matters.

Background Information

Works Delivery Update

Regional Roads - Ongoing & Planned Works

- MR370 Culvert Extension – Extension finalised.
- MR370 Albury Reseal Program – Completed to enhance road durability and safety.
- MR370 Albury Line Marking – Marking works finalised.
- Various Locations – Ongoing routine spot patching to maintain road safety and surface quality.

Local Sealed Roads - Ongoing & Planned Works

- Heavy patching and resealing – Targeted works planned across various locations.
- Routine maintenance & spot patching – Continuous efforts to ensure road safety and reliability.
- Henty Pleasant Hills Rd (Figtree Corner) – Drainage and pavement upgrade under way.
- Osborne Yerong Creek Road – Drainage works commenced.
- Emily Street, The Rock – Drainage works commenced.

Local Unsealed Roads - Ongoing & Planned Works

- Flood Repairs – Priority works nearing completion, focusing on damage from the 1001 and 1034 flood events.
- Maintenance Grading – Ongoing to improve road conditions and usability.

Capital Works Program

- Hollies Road – Culvert upgrade in progress.
- Vincent Road Upgrade – Culvert extension completed; pavement works scheduled for April-May.

Other Works

- Mobility Access Path (Osborne Rec Ground) – Footpath constructed linking netball courts to the pavilion. Completed
- Flood Damage Assessments – Recent rains caused localised damage in the Tootool area. Collaboration with TfNSW & Natural Disaster Assessment is under way to determine funding eligibility for:
 - Curries Lane
 - Wetmores Lane
 - Illets Lane
 - Benders Lane
 - Mittagong Yerong Creek Road
 - Frank Westblade Lane
 - Soldiers Settlement Road

- Mobility Access (Green St) – Construction of eight gutter bridges at Green St & Matthews St intersection.
- Footpath Upgrade (Chemist Frontage) – Uneven sealed surface removed and replaced. Completed
- Seal Works, The Rock – Upgrading unsealed back lane to a seal standard, Mitchell St, Back Lane (Emily Gardens-Doctors) and Bowling Club Back Lane, to improve accessibility, reduce maintenance, control dust, enhance drainage, boost business operations, and ensure safer, all-weather access for businesses and community.

Summary

The Works Delivery team is making steady progress across regional and local roads, ensuring infrastructure safety and reliability. Our capital works program top priority, with assessments ongoing to secure funding for recent damage.

Parks & Gardens

- Recent summer storms have kept staff busy removing fallen trees and repairing damage to shrubs and garden beds requiring additional mulch.
- Seven new solar lights have been installed in the Avenue of Honour at The Rock and preparations are under way to install two naval gun shells in the near future.
- Staff have been busy upgrading our many irrigation systems recently and these works will continue throughout the summer. This involves flushing out pipes, repairs to valves, replacing pop-up sprinklers and also installing new valves and control panels where required.
- Parks staff are also carrying out inspections of Street Trees to determine what species/quantities will be required for Autumn planting.

Legislative Policy and Planning Implications

Nil.

Integrated Planning and Reporting Reference

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachment

Nil

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

5. PLANNING AND ENVIRONMENT REPORT

(DPE)

Executive Summary

Monthly report on priority weeds, environmental matters and development approvals.

Background Information

a) Biosecurity

WEEDS

Control Program

Priority has been given to the control of St. John's wort (*Hypericum perforatum*) on roadside reserves and council managed land.

Bullenbong The Rock Road, Hendersons Road, Moores Bus Route, Tuttys Lane, Iletts Lane, Hogans Lane, Wetmores Lane, Terlich Lane, Mibrulong Forest Road, Lockhart The Rock Road, Ryan Stock Route, Klemkes Road, Henty Ryan Road, Edgehill School Lane, Greendale Lane, Munyabla Cemetery Road, Pleasant Hills Road, Curries Lane, Poverty Lane, Willis Lane, Geddes Lane, Janetskes Lane, Broughtons Lane, Semmlers Road, Grubben Road, Schultz Lane, Dick Knobels Road, Robertsons Lane, Spanish Avenue, St. Helena Lane, Yuluma Road, Bryan Westblade Lane, Commera Wilson Lane, Jim Mahedy Lane, Barry Bowyers Lane, Crowes Lane, Ryans Lane, Western Road, Alma Park Road, Scheetz Lane, Zwecks Lane, Wolters Lane, Scotts Lane, County Boundary Road, Munyabla Road, Calare Lane, Albury Road, Munyaplah Boundary Road, Spurrells Road, Wallendoon Access Road, Forcks Lane, Bakes Lane, Osborne Pleasant Hills Road, Dan Gleesons Lane, Lockhart Collingullie Road, Tenison Lane, Sielers Lane, Doigs Lane, Urangeline Creek Road, Wide Lane, Sid Matthews Lane, Soldier Settlement Road, Frank Westblade Lane, Lieschkes Lane, Urana Lockhart Road, Bidgeemia Road, Jones Lane, Barracluffs Road, McRaes Lane, Bidgeemia Rand Road, McLellans Lane, Pietches Road, Jack Blights Lane, Whittys Lane, Hamsons Road, Thomas Lane, Maffra Lane, Krauses Lane, Hollies Road, Schirmers Lane, Tinamba Lane, Fargunyah Lane, Wattles Road, Slocums Lane, Long Park Road, Bankvale Road, Fletts Lane, Ellis Lane, Tara Boundary Road, Carrolls Lane, Jack Mitchells Lane, Cox Lane, Amerys Lane, Moffats Lane, John Alexander Road, Gilmours Lane, Bahrs Lane, Erinvale Lane, Mortons Lane, Slys Lane, Figtree Road, Vincents Road, Napier Road, Chambers Lane, Healys Lane, Stoney Park Road, and Rawson Park Road were inspected for St. John's wort. Infestations were controlled.

Bidgeemia Road, Jones Lane and Albury Road were inspected for Silverleaf nightshade (*Solanum elaeagnifolium*). Infestations were controlled.

Thomas Lane and Osborne Pleasant Hills Road were inspected for African boxthorn (*Lycium ferocissimum*). Infestations were controlled.

Vincents Road was inspected for St. Barnaby's thistle (*Centaurea solstitialis*). Infestations were controlled.

Historical Spiny burrgrass (*Cenchrus spinifex*) infestation sites were inspected and treated.

PESTS

Common White Snail

Snail baiting occurred on Fairview Lane on 7 January 2025.

b) Development Approvals: This report advises of the Development Application Approvals for December 2024 and January 2025.

DA/CDC No.	Development	Site of Development	Applicant	Value
CDC28/25	Principal Certifier Registration with Council	80 Alma Park Road, Pleasant Hills	NBN Ventia	\$ 341,000.00
DA26/25	Extension	18 Green Street, Lockhart	Kate Beddoes	\$ 210,000.00
DA25/25	Shed	20 Carson Road, The Rock	Shawn Lancaster	\$ 40,000.00
DA21/25	Carport	3 Ferrier Street, Lockhart	Coral Jones	\$ 3,000.00
DA20/25	Install transportable dwelling	Wattles Road, Lockhart	A Mulholland	\$ 35,760.00
DA15/25	Alterations & Additions	86 Urana Street, The Rock	Rebecca Kingston	\$ 663,880.00
DA14/25	Change of use	2812 Lockhart The Rock Road, Tootool	Melissa Brownlee	\$ 5,000.00
			Total	\$ 1,298,640.00

Legislative Policy and Planning Implications

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

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

Integrated Planning and Reporting Reference

C2: Flora and fauna are protected across the Shire.

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

Budget and Financial Aspects

Will be conducted within Council's allocated budget.

Attachments

Nil.

Recommendation: That Council notes the information provided in the Planning and Environment report.

6. DA23/25 CONSTRUCTION OF A MACHINERY SHED

(DPE: DA23/25)

Executive Summary

Council has received a Development Application for the construction of a new shed at 1999 Bullenbong The Rock Road, The Rock NSW. The proposed development does not meet the objectives of the land use table for R5 Large Lot Residential Zoning under the Lockhart Local Environmental Plan (LLEP) 2012. As a result, a variation of Clause 4.6 under the LEP has been proposed and the development application has been presented to Council for consideration.

Background Information and Report

Clause 4.6 of the LLEP 2012 aims to provide an appropriate degree of flexibility in applying certain development standards to a particular development. In this instance, the applicant wishes to use this clause to seek a variation to the land use of zone R5 to build a large shed for the purpose of storing earthmoving equipment for his business. In determining this request Council need to consider a number of variables which may influence the development.

Upon receipt of the application notification letters were sent to the adjoining landowners in Piper Street for an opportunity to make a submission regarding the development in accordance with the notification of development controls provided in the *Lockhart Shire Development Control Plan 2016*. No submissions were received throughout the notification period.

The subject property is zoned R5 - Large Lot Residential and includes 2 large lots identified as Lot 1 and 2 Section 16 DP977904. The land area covers a total of 12.33 hectares. The proposed shed will be located in the northern part on Lot 2 (6.15ha) with existing vehicle access from Piper Street. Access from Bullenbong The Rock Road is restricted due to a creek-like stormwater drain leading to Burkes Creek. Both lots are vacant with scattered vegetation and mature trees mainly to the west and north along Burkes Creek. The proposed shed will be located on the northern side of the Lot, well away from the village zone to minimise the visual impact. It is unlikely that additional traffic will impact the current condition of the road. Removal of trees is not proposed nor required for this development.

The site is identified as an Aboriginal Heritage site due to a "Ring Tree" situated close on the western fence line, which is approximately 170m away from the development site. Nevertheless, a condition will be added to the development consent to protect the heritage item.

The subject site is surrounded by a range of land use zonings bound by Burkes Creek to the north and Bullenbong The Rock Road on the south. Council's Sewerage Treatment Works zoned SP2 - Infrastructure is on the western boundary and residential housing zoned RU5 – Village is located on the eastern boundary.

Objectives of the control requirements

The applicant has provided justification and has adequately addressed and provided sufficient environmental planning grounds in the attached Statement of Environmental Effects for the unreasonable or unnecessary compliance with the development standard.

The building will be of a low-reflective, pre-finished zinc material. Once constructed, noise issues are unlikely as the building is mainly for storage of earth moving equipment and machinery. Aside from the use of the building, a comprehensive assessment of the development application has not revealed any other issues that may appear problematic with respect to the natural or built environments.

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

Clause 4.6 of the Lockhart Local Environmental Plan 2012 permits variations to development standards, providing the concurrence of Council is sought. The application seeks to vary the Clause 4.6 to erect a machinery shed on the land zoned R5 Large Lot Residential.

The proposed development is prohibited under the *Lockhart Local Environmental Plan 2012*. For more detailed information regarding compliance with the applicable clauses and controls please refer to the attached 4.15 Assessment report.

In accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979, Council are to consider, as with all development applications, the likely impacts of that development, and the suitability of the site for the development.

Budget and Financial Aspects

Nil.

Attachments

All attachments have been provided in a separate, single document.

- Elevations
- Site plan
- Statement of Environmental Effects
- Section 4.15 Assessment

Recommendation: That Council approves Development Application 23/25 for the construction of a machinery shed at 1999 Bullenbong The Rock Road, The Rock, subject to conditions as outlined in the attached Section 4.15 assessment report.

7. REQUEST FOR ADDITIONAL WORKS – VEHICLE CROSSING AT THE ROCK

(DE: 25/963)

Executive Summary

A further request has been received from the owners of an address in Emily Street, The Rock in relation to works in constructing a vehicle crossing to their home by Council as part of the Emily Street Flood Mitigation Works.

Background

Council was awarded \$1Million under the NSW Severe Weather & Flood Grant 2022. Council resolved to allocate funding to undertake stormwater mitigation works in Emily Street with part of the funding.

Design has been completed, and construction has commenced. A community meeting was held at The Rock Bowling Club with affected residents, and a copy of the plans were provided to households for information.

A request for compensation was presented to the October 2024 Council meeting where Council resolved as follows:

“That Council declines the request for compensation relating to the cost of constructing a vehicle crossing at 30-36 Emily Street, The Rock.”

This was based on the existing crossing being in use for over eight years. Alternatively, the existing crossing could remain however this would be at the detriment of the stormwater management.

Report

A further request for compensation has been received from the owners of the property:

The request states:

“I would like the Council to consider, whilst the construction of the new culverts take place, the old gateway posts be removed and a concrete apron, the full width of the culverts and 3 metres into my property.”

This would prevent “wash away” at the edge of your proposed culverts.

And

“we would like council to supply the concrete and construct the apron”

The owner of a property is responsible for the costs relating to the provision or maintenance of a driveway crossing. In this case Council chose to allocate the grant funding to upgrade the driveway crossings for residents in Emily Street. The majority of residents in Emily Street do not have formed driveways.

Integrated Planning and Reporting Reference

- D1: Our assets and infrastructure are well planned and managed to meet the needs of the community now and into the future.
- D1: Reduce the effects of flooding in our towns and villages.
- D1: Implement flood mitigation measures for The Rock.

Legislative Policy & Planning Implications

Section 138 of the *Roads Act 1993* requires Council consent be obtained for works within a road reserve. Driveway crossovers are the responsibility of the landowner and are constructed, maintained, altered, and repaired at the landowner’s expense.

Local government has the power to require property owners to repair a driveway and to remove a driveway that is no longer being used.

Budget & Financial Aspects

Nil.

Attachments

Nil.

Recommendation: That Council declines the request to construct works outside of the proposed design.

STRATEGIC DIRECTION E: Strong Leadership and Governance

8. INVESTMENT AND BANK BALANCES REPORT – DECEMBER 2024 AND JANUARY 2025 (DCCS: 25/872 & 25/873)

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

December

Opening Combined Cashbook Balance		791,747.11
Add: Total Receipts		
	Miscellaneous	5,706.97
	Rates	189,422.34
	Debtors	33,599.84
	Interest on Investments	9,325.84
	Caravan Park Takings	3,055.00
	Rockoosh CCS & Inclusion Support Payments	2,181.89
	Development / Planning Applications	13,179.50
	Rockoosh Payments	1,891.69
	Tip Fees	2,680.00
	Zurich Motor Claim #2409	1,248.41
	Settlement - Drummond Memorial	67,682.50
	Redeemed Investment	500,000.00
	OLG 24-25 Pensioner Concession Funding	41,912.98
	Rebate - Safety & Wellbeing Incentive	17,398.48
	FLR3 - Lock/Mittagong YC Road	<u>108,625.00</u>
		997,910.44
Less: Total Payments		1,538,899.64
	New Investments	0
Closing Combined Cashbook Balance		<u>250,757.91</u>
Closing Bank Statement Balance		
	Bendigo Bank	171,171.73
	Macquarie Bank	47,504.80
	Bendigo Bank-Prichard Trust	<u>31,966.38</u>
		250,642.91
Add: Outstanding Deposits		115.00
		<u>250,757.91</u>
Less: Outstanding Cheques		0.00
Closing Combined Cashbook Balance		<u>250,757.91</u>

Investments:		Amount Invested	% of Total
Bank of Queensland	5.30	500,000.00	8.98
Bank of Queensland	5.00	500,000.00	8.98
Bendigo Bank	4.74	1,000,000.00	17.97
Bendigo Bank	5.00	500,000.00	8.98
Bendigo Bank	5.25	1,000,000.00	17.97
Bendigo Bank	on call	66,072.20	1.19
Beyond Bank	4.95	500,000.00	8.98
National Australia Bank	5.00	500,000.00	8.98
National Australia Bank	5.00	500,000.00	8.98
National Australia Bank	5.40	500,000.00	8.98
		<u>5,566,072.20</u>	100.00
			AMOUNT
General Fund	1490-3000-0000		-2,623,187.20
Combined Sewerage	8490-3000-0000		2,841,978.73
Trust Fund	9991-3000-0000		<u>31,966.38</u>
		<u>250,757.91</u>	<u>250,757.91</u>
TOTAL FUNDS HELD ARE:		<u>5,816,830.11</u>	

Lockhart Shire Council
Ordinary Meeting – 17 February 2025

January

Opening Combined Cashbook Balance		250,757.91
Add: Total Receipts		
	Miscellaneous	8,244.24
	Rates	86,562.03
	Debtors	23,084.47
	Interest on Investments	13,067.46
	Caravan Park Takings	13,860.00
	Rockoosh CCS & Inclusion Support Payments	4,813.95
	Development / Planning Applications	12,301.35
	Rockoosh Payments	3,118.02
	Tip Fees	3,785.00
	2024-25 Black Grant	575,000.00
	NSW Revenue ESL Payment	22,396.00
	November 2024 BAS	82,304.98
	December 2024 BAS	16,876.00
	Bank QLD Investment Redeemed & Interest	513,420.08
	Bank QLD Investment Redeemed & Interest	<u>1,016,077.30</u>
		2,394,910.88
Less: Total Payments		1,408,111.01
	New Investments	0
Closing Combined Cashbook Balance		<u>1,237,557.78</u>
Closing Bank Statement Balance		
	Bendigo Bank	1,149,158.44
	Macquarie Bank	56,315.13
	Bendigo Bank-Prichard Trust	<u>31,977.21</u>
		1,237,450.78
Add: Outstanding Deposits		<u>1,462.35</u>
		1,238,913.13
Less: Outstanding Cheques		<u>1,355.35</u>
Closing Combined Cashbook Balance		<u>1,237,557.78</u>

Investments:		Amount Invested	% of Total
Bank of Queensland	5.00	500,000.00	12.30
Bendigo Bank	5.00	500,000.00	12.30
Bendigo Bank	5.25	1,000,000.00	24.59
Bendigo Bank	on call	66,072.20	1.63
Beyond Bank	4.95	500,000.00	12.30
National Australia Bank	4.95	500,000.00	12.30
National Australia Bank	5.00	500,000.00	12.30
National Australia Bank	5.40	500,000.00	12.30
		<u>4,066,072.20</u>	100.00
			<u>AMOUNT</u>
General Fund	1490-3000-0000		-1,655,790.16
Combined Sewerage	8490-3000-0000		2,861,370.73
Trust Fund	9991-3000-0000		31,977.21
		<u>1,237,557.78</u>	<u>1,237,557.78</u>
	TOTAL FUNDS HELD ARE:	<u>5,303,629.98</u>	

Integrated Planning and Reporting Reference

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

Legislative Policy and Planning Implications

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

Budget and Financial Aspects

December

Council's 2024/25 Operational Budget has forecast a total of \$408,000 income from interest on investments for General Fund & Sewer Fund combined. For the period July to December 2024, the average end of month balance of funds invested has been \$7.4 million and the average return on invested funds has been 5.02%. On these year to date figures, Council's budgeted income on

investments will not be achieved for the General Fund and Sewer Fund and will be adjusted at the next Quarterly Budget Review.

January

Council's 2024/25 Operational Budget has forecast a total of \$408,000 income from interest on investments for General Fund & Sewer Fund combined. For the period July 2024 to January 2025, the average end of month balance of funds invested has been \$6.89 million and the average return on invested funds has been 5.08%. On these year to date figures, Council's budgeted income on investments will not be achieved for the General Fund and Sewer Fund and will be adjusted at the next Quarterly Budget Review.

Responsible Accounting Officer Statement

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

Recommendation:

- a) That the December 2024 and January 2025 Investment and Bank Balances Report be received and noted.
- b) That the Responsible Accounting Officer Statement be noted, and the report be adopted.

9. EARLY LEARNING SERVICES - POLICY REVIEWS

(DCCS: 25/889)

Executive Summary

A number of policies are due to be reviewed in accordance with the three-year cycle referred to in Policy No. 1.0 Policies – Procedure for Consideration and Adoption.

Report

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

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

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

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

Council will shortly have two Early Learning Services in operation, The RockOOSH (before and after school care service) and the Lockhart Early Learning Centre (long day care service).

Council adopted a suite of policies for when The RockOOSH opened. These policies are overdue for a review which has been under way in recent months.

This will be the start of a rolling review for The RockOOSH policies and the adoption of new policies for the Lockhart Early Learning Centre.

The Policies as provided under separate cover are now tabled for review and adoption in accordance with the scheduled three-year cycle referred to in Policy No. 1.0.

Integrated Planning and Reporting Reference

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

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

Legislative Policy & Planning Implications

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

Budget & Financial Aspects

Nil.

Attachments

- Policies – Outside School Hours Care (OSHC) under separate cover
- Policies – Early Learning Centre (ELC) under separate cover

Recommendation: That the Outside School Hours Care and Early Learning Services policies, as presented, be adopted.

10. APRIL 2025 COUNCIL MEETING DATE

(DCCS: 25/823)

Executive Summary

The scheduled date for the April 2025 Council meeting falls on a public holiday necessitating Council to fix an alternative date for that meeting.

Report

Council meetings are scheduled to be held on the third Monday of each month. The April 2025 Council meeting is scheduled to be held on Monday, 21 April 2025 which is also the Easter Monday public holiday. Accordingly, it is necessary for Council to determine an alternative date for that meeting.

Integrated Planning and Reporting Reference

E6: Meet all governance and regulatory requirements in the conduct of council's operations.

Legislative Policy & Planning Implications

The Local Government Act provides that councils must meet at least 10 times per year each time in a different month.

Clause 3.1 (c) of the Lockhart Shire Council Code of Meeting practice states that:

"The scheduled date and time of an ordinary council meeting may be changed by a resolution of council. Notice will be given to the public of any change to the scheduled date of an ordinary council meeting."

Budget & Financial Aspects

Not applicable.

Attachments

Nil.

Recommendation: That the April 2025 Council meeting be held on Monday, 28 April 2025 in lieu of 21 April 2025 being the Easter Monday Public Holiday and that notice of the change in meeting date be given in the Council Newsletter and on Council's website.

11. COMMUNITY ENGAGEMENT STRATEGY AND COMMUNITY PARTICIPATION PLAN 2025
(TEDO: 25/892)

Executive Summary

Council's Community Engagement Strategy and Community Participation Plan has been reviewed and updated to satisfy the requirements of the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979. Council at its December 2024 meeting resolved to place the plan on public exhibition, with the document now ready for adoption.

Report

Section 402 (4) of the Local Government Act provides that:

"The council must establish and implement a strategy (its "community engagement strategy"), based on social justice principles, for engagement with the local community when developing the community strategic plan".

The Environmental Planning and Assessment Act 1979 also places obligations, with respect to community engagement, on Council when exercising its planning function. Division 2.6 Section 2.23 of the Act states as follows:

(1) A planning authority to which this Division applies is required to prepare a community participation plan about how and when it will undertake community participation when exercising relevant planning functions (subject to this section)".

To satisfy and comply with both Acts a single document has been prepared that incorporates both the Community Engagement Strategy, as required by the Local Government Act, and the Community Participation Plan mandated by the Environmental Planning and Assessment Act.

The document includes, amongst other things, the objectives of the strategy, principles of good community engagement, identification of stakeholders and the following guides to community engagement and community participation:

- A broad framework for community engagement in Lockhart Shire based on the IAP2 Public Participation Spectrum developed by the International Association of Public Participation and detailed in Schedule A.
- Council's approach to community participation when exercising its planning functions and detailed in Schedule B.
- A summary of the minimum legislative requirements for consultation, public exhibition of documents is detailed in Schedule C.

The Community Engagement Strategy and Community Participation Plan has included recommendations from the internal audit committee and will form part of the Council's suite of Integrated Planning and Reporting documents once adopted.

No submissions were received during the public exhibition.

Integrated Planning and Reporting Reference

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

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

E2: Provide effective community engagement practices with the community.

E2: Increase opportunities and provide support for people with disabilities to exercise their rights for civic participation.

E2: Ensure the community is informed by improving access to information.

Legislative Policy & Planning Implications

Section 8A of the Local Government Act 1993 sets out the guiding principles for councils. Sub-section (3) deals with community participation and states that:

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

More specifically Section 402 (4) of the Local Government Act provides that:

“The council must establish and implement a strategy (its “community engagement strategy”), based on social justice principles, for engagement with the local community when developing the community strategic plan”.

The Environmental Planning and Assessment Act 1979 also places obligations with respect to community engagement on Council as a consent authority. Division 2.6 outlines mandatory community participation requirements and states as follows:

Section 2.22

“(1) Part 1 of Schedule 1 sets out the mandatory requirements for community participation by planning authorities with respect to the exercise of relevant planning functions.

(The mandatory requirements include public exhibition for a minimum period, public notification requirements and the giving of reasons for decisions by planning authorities. The regulations under that Schedule may also require community consultation by applicants for consents or other approvals”).

(2) Those mandatory requirements for community participation include any other forms of community participation that are set out in a community participation plan under this Division and that are identified in that plan as mandatory requirements.

Section 2.23

(1) A planning authority to which this Division applies is required to prepare a community participation plan about how and when it will undertake community participation when exercising relevant planning functions (subject to this section)”.

Budget & Financial Aspects

Nil.

Attachments

- Community Engagement Strategy & Participation Plan 2025 (under separate cover).

Recommendation: That the Community Engagement Strategy & Participation Plan 2025, as presented be adopted.

12. QUARTERLY BUDGET REVIEW – DECEMBER 2024

(DCCS: 25/1046)

Executive Summary

In accordance with the Local Government Act, 1993, a review of Council’s Budget position as at 31 December 2024 has been undertaken and the following is submitted for Councillors consideration.

Report

General Fund

When Council adopted the 2024/25 Operational Plan Budget in June 2024 Council budgeted for a surplus of **\$4,848.00**. The Budget Review as at 31 December 2024 indicated an estimated **DEFICIT of \$111,860.00** as at 30 June 2025 after taking into account movements in revenue and expenditure for the second quarter.

Adjustments of note in the second Quarterly Review Budget:

Decrease in **Income** general ledger:

- 1040-1231-0000 Interest on Investments \$ 50,000 \$ 288,000

Increases in **Expenditure** general ledgers:

- 3022-2330-0000 Council Housing R&M \$ 12,000 \$ 18,000
- 3680-2331-0000 Public Toilets R&M \$ 25,000 \$ 78,000

Interest on Investments: Over the past 12 to 24 months Council has had higher than normal available cash to invest, due to receiving in excess of \$5M of emergency road funding in advance. That position has now gone full circle, and those grant funds have been expended. Now Council's available cash is at a low point, due now to awaiting reimbursement for grant funding approved, which Council has expended and has not received reimbursement as yet.

Council Housing R&M: The General Manager's residence at 17 Galore St, Lockhart required the outdoor timber shade structure replaced due to timber rotting.

Public Toilets R&M: Council has incurred significant unplanned repairs and upgrades to public amenities.

Sewer Fund

When Council adopted the 2024/25 Operational Plan Budget in June 2024 Council budgeted for a surplus of **\$8,570.00** for the Sewer fund operations. For the Budget Review at 31 December 2024 the budget adjustments resulting in an estimated **SURPLUS of \$39,777.00** as at 30 June 2025 after taking into account movements in revenue for the first quarter.

Consultants: There are no plans to engage any consultants for Sewer operations.

Decreases in **Expenditure** general ledgers:

- 8405-2220-0000 Consultants \$ 25,000 \$ 0.00

Integrated Planning and Reporting Reference

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

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

Legislative Policy & Planning Implications

Clause 203 (1) of the Local Government (General) Regulation states that "not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.

Budget & Financial Aspects

Fund	Adopted Budget @ 1 July 2024	Amendments @ 30 Sept 2024	Amendments @ 31 Dec 2024	Revised Estimates @ 30 June 2025
General Fund	\$ 4,848.00	(\$37,268.00)	(\$79,440.00)	(\$111,860.00)
Sewerage Fund	\$ 8,570.00	\$ 4,987.00	\$ 26,000.00	\$39,557.00
Net Consolidated Budget Surplus/(Deficit)	\$ 13,418.00	(\$32,281.00)	(\$53,440.00)	(\$72,303.00)

Attachments

- Quarterly Budget Review Statement for the period 01/10/24 to 31/12/24 will be provided under separate cover.

Recommendation: That:

- a) The information be noted; and
- b) The adjustments in income, expenditure and reserves in the December 2024 Quarterly Budget Review be adopted.

QUESTIONS AND STATEMENTS

CLOSED SESSION

Agenda

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

13. TENDER – STORMWATER, PRICHARD PLACE