



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Wednesday, 22 July 2020
Time: 2:00pm
Location: Condobolin Council Chambers

BUSINESS PAPER

Ordinary Council Meeting

22 July 2020

Lachlan Shire –THE HEART OF NSW



Our Vision:

For the Lachlan Shire to be a resilient community providing economic and social growth, through evolving, agricultural, business and mineral activities

Mission:

To engage the community, providing and delivering progressive services whilst implementing a long term strategic plan leading to the social and economic benefit of the community

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- 1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**
- 2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**
- 3 CONFIRMATION OF MINUTES**

Ordinary Meeting - 24 June 2020

Extraordinary Meeting - 29 June 2020

MINUTES OF Lachlan Shire
 Ordinary Council Meeting
 HELD AT THE Council Condobolin Council Chambers
 ON Wednesday, 24 June 2020 AT 2:10PM

PRESENT: Mayor John Medcalf (OAM), Cr Elaine Bendall, Cr Melissa Blewitt, Cr Dennis Brady, Cr Dave Carter, Cr Mark Hall, Cr Peter Harris, Cr Brian Nelson and Deputy Mayor Paul Phillips

IN ATTENDANCE: Greg Tory (General Manager), Karen Pegler (Director - Corporate and Community Services), Adrian Milne (Acting Director - Infrastructure Services), Jon Shillito (Director - Environment, Tourism and Economic Development), Paula Ewing (Executive Assistant)

1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS

Was read out by Councillor Nelson

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

Councillor Rees

Councillor Brady and Councillor Hall will be an apology for the Extraordinary meeting Monday 30th June.

Councillor Hall is an apology for all July meetings.

RESOLUTION 2020/100

Moved: Cr Peter Harris
 Seconded: Cr Elaine Bendall

CARRIED

3 CONFIRMATION OF MINUTES

RESOLUTION 2020/101

Moved: Cr Dennis Brady
 Seconded: Cr Peter Harris

That the minutes of the Ordinary Meeting held on 27 May 2020 be confirmed.

CARRIED

4 MAYORAL MINUTE

4.1 MAYORAL MINUTE - GENERAL MANAGER'S 2019/2020 PERFORMANCE REVIEW

RESOLUTION 2020/102

Moved: Cr Dave Carter
Seconded: Cr Dennis Brady

That Council

1. Receive and note Mayoral Minute R20/151.

CARRIED

4.2 MAYORAL MINUTE - MEETINGS AND FUNCTIONS JUNE

RESOLUTION 2020/103

Moved: Cr Dennis Brady
Seconded: Cr Dave Carter

That Council:

- (i) Receive and note Mayoral Minute R20/157.

CARRIED

5 PUBLIC FORUM

Nil

6 DISCLOSURE OF INTEREST

Clr Brady declared a non-significant non-pecuniary interest in Item 8.1 as he is the chair of the Chamber of Commerce.

At 2:27pm Councillor Paul Phillips joined the meeting.

7 GENERAL MANAGER

7.1 ACTIVE RESOLUTIONS - JUNE 2020

RESOLUTION 2020/104

Moved: Cr Elaine Bendall
Seconded: Cr Brian Nelson

That Council

- (i) Receive and Note General Manager's Report No R20/150.

CARRIED

7.2 COVID-19 ECONOMIC STIMULUS PACKAGE FUNDING AGREEMENT

RESOLUTION 2020/105

Moved: Cr Peter Harris

Seconded: Cr Mark Hall

That:

1. The General Manager's Report No. R20/158 be received and noted.
2. The General Manager be authorised to execute the funding agreement and affix the Council Seal.

CARRIED

8 CORPORATE AND COMMUNITY SERVICES

8.1 DONATION REQUESTS

RESOLUTION 2020/106

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Corporate & Community Services Report No. R20/40 be received.
2. That Council donate \$200.00 to Speak Up Central West.

That Council donate \$2000.00 to the Condobolin Public School.

MOTION

Moved: Cr Melissa Blewitt

Seconded: Cr Peter Harris

Upon voting the motion was lost.

RESOLUTION 2020/107

Moved: Cr Dennis Brady

Seconded: Cr Mark Hall

1. That Council decline to donate to the school \$7168.00 and a report be brought back to Council detailing the costs for the program for all schools across the shire.

Councillor Blewitt and Councillor Harris asked for their names to be recorded against the motion.

CARRIED

RESOLUTION 2020/108

Moved: Cr Mark Hall

Seconded: Cr Brian Nelson

That Council not donate to the Live Better/Condobolin's Men Shed and that Council investigate another option for the location the of Condobolin's Men Shed.

Councillor Blewitt asked for her name to be recorded against the motion.

CARRIED

Councillor Phillips left the meeting at 3:08pm

Councillor Phillips returned to the meeting at 3:09pm

RESOLUTION 2020/109

Moved: Cr Dave Carter
Seconded: Cr Dennis Brady

That Council donate to the Sports Club Condobolin \$797.00 and that the Sports Club pay for the remaining charges for the Development Application.

Councillor Blewitt asked for her name to be recorded against the motion.

CARRIED

RESOLUTION 2020/110

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Melissa Blewitt

That Council donate \$500 to Ronald McDonald House

CARRIED

RESOLUTION 2020/111

Moved: Cr Dennis Brady
Seconded: Cr Peter Harris

That Council donate \$950 to the Condobolin Trike and Railway Museum

CARRIED

That Council donate \$1000.00 to the Cargelligo Wetlands and Lakes Council Inc. and in addition write to the Cargelligo Wetlands and Lakes Council Inc. and ask them to fill out and return the paperwork for the additional funds requested as per the donation policy.

CARRIED

8.2 CAPITAL WORKS ACTUAL VS BUDGET TO 16 JUNE 2020**RESOLUTION 2020/112**

Moved: Cr Peter Harris
Seconded: Cr Dave Carter

That the Director of Corporate and Community Services Report R20/82 be received and noted.

CARRIED

8.3 POLICY REVIEWS - CREDIT CARD AND ASSET ACCOUNTING POLICY**RESOLUTION 2020/113**

Moved: Cr Dave Carter
Seconded: Cr Mark Hall

That

1. The Director Corporate and Community Services Report No R20/100 be received and noted.

2. The revised Corporate Credit Card Policy be adopted
3. The revised Asset Accounting Policy be adopted.

CARRIED

8.4 BUSH BURSARY SCHOLARSHIP PROGRAM 2020

RESOLUTION 2020/114

Moved: Cr Mark Hall
 Seconded: Cr Dave Carter

That

1. The Director Corporate & Community Services Report No. R20/125 be received and noted
2. Council approve to provide in principle support to the Bush Bursary program subject to the 2020.2021 budget being adopted:
 - (a) Financial contribution of \$3,000 + GST for the 2020.2021 financial year and
 - (b) In kind support to facilitate the local placements.

CARRIED

8.5 YOUTH SERVICES REPORTS - QUARTERLY REPORT JANUARY TO MARCH 2020

RESOLUTION 2020/115

Moved: Cr Dennis Brady
 Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Corporate & Community Services Report No. R20/127 be received and noted.
2. Council provide feedback on the contents of the report for the Western Plains Regional Development Committee.

CARRIED

8.6 CANCELLED EVENT DONATIONS

RESOLUTION 2020/116

Moved: Cr Mark Hall
 Seconded: Cr Peter Harris

That:

1. The Director Corporate & Community Services Report No. R20/128 be received and noted.
2. Council provide in principle support to the RSL Pipe Band for its 2021 event for:

- (a) financial assistance of \$5,000 as previously resolved on 11 December 2019; and
- (b) in kind support as per the attached request.

CARRIED

8.7 INVESTMENTS AT 31 MAY 2020

RESOLUTION 2020/117

Moved: Cr Mark Hall

Seconded: Deputy Mayor Paul Phillips

That:

- 1. The Director Corporate and Community Services Report No. R20/132 be received and noted.

CARRIED

8.8 INTERIM AUDIT MANAGEMENT LETTER FOR YEAR ENDED 30 JUNE 20

RESOLUTION 2020/118

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

- 1. The Director Corporate and Community Services report R20/145 be received and noted

CARRIED

8.9 CUSTOMER REQUESTS - 31 MAY 2020

RESOLUTION 2020/119

Moved: Cr Dave Carter

Seconded: Cr Dennis Brady

That:

- 1. The Director Corporate and Community Services Report No. R20/146 be received and noted.

CARRIED

At 3:55pm Council ceased for a break.

At 4:07pm Council resumed.

9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

9.1 LOCAL STRATEGIC PLANNING STATEMENT

RESOLUTION 2020/120

Moved: Cr Dave Carter

Seconded: Cr Dennis Brady

That

1. The Director of Environment Tourism and Economic Development Report No. R20/116 be received and noted.
2. Council adopt the Lachlan Shire Council Local Strategic Planning Statement, as provided in Attachment 1 to this report.
3. The adopted Local Strategic Planning Statement be published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.

CARRIED

9.2 BRANDING STRATEGY AND REBRANDING OF COUNCIL

RESOLUTION 2020/121

Moved: Cr Peter Harris

Seconded: Cr Mark Hall

That:

1. The Director Environment Tourism and Economic Development Report No. R20/101 be received and noted.
2. Council endorse the preparation of a branding strategy for both Council and the visitor economy.
3. A further report be presented to Council once quotations have been received in relation to the branding strategy.

CARRIED

9.3 DEVELOPMENT DATA - MAY 2020

RESOLUTION 2020/122

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Mark Hall

That:

1. The Director Environment, Tourism and Economic Development Report No. R20/134 be received and noted.

CARRIED

9.4 AMENDMENTS TO LACHLAN SHIRE COUNCIL COMMUNITY PARTICIPATION PLAN

RESOLUTION 2020/123

Moved: Cr Mark Hall
 Seconded: Cr Peter Harris

That

1. The Director Environment Tourism and Economic Development Report No. R20/137 be received and noted.
2. Council adopt the amended Community Participation Plan, as attached to this report.
3. The adopted Community Participation be published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.

CARRIED

10 INFRASTRUCTURE SERVICES

10.1 FY1920 ROADWORKS MONTHLY UPDATE FOR MAY

RESOLUTION 2020/124

Moved: Deputy Mayor Paul Phillips
 Seconded: Cr Dave Carter

That

1. The Acting Director Infrastructure Services Report No. R20/133 be received and noted.

CARRIED

10.2 FY1920 RECREATION MONTHLY UPDATE FOR MAY

RESOLUTION 2020/125

Moved: Cr Peter Harris
 Seconded: Cr Elaine Bendall

That

1. The Acting Director Infrastructure Services report R20/135 be received and noted.

CARRIED

10.3 FY1920 UTILITIES MONTHLY UPDATE FOR MAY

RESOLUTION 2020/126

Moved: Cr Dave Carter
 Seconded: Cr Peter Harris

That

1. The Acting Director Infrastructure Services Report No. R20/138 be received and noted.

CARRIED

11 DEPUTATIONS

Nil

12 NOTICES OF MOTION

Nil

13 NOTICES OF RESCISSION

Nil

14 DELEGATES REPORT

14.1 MURRAY DARLING ASSOCIATION DELEGATE'S REPORT

RESOLUTION 2020/127

Moved: Cr Dennis Brady

Seconded: Cr Mark Hall

That Council

- (i) Receive and Note Delegate's Report No R20/147.
- (ii) Authorise the renewal of the membership to the Murray Darling Association for 2020/2021 at a cost of \$2,078.09.

CARRIED

14.2 MAYORAL REPORT CNSW JO BOARD MEETING 4 JUNE 2020

RESOLUTION 2020/128

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Mark Hall

That Council:

- (i) Receive and Note the report from the Mayor attending the Centroc Board meeting and Central NSW Joint Organisation Board meeting 4 June 2020 via Zoom.

CARRIED

15 CORRESPONDENCE

15.1 CORRESPONDENCE JUNE

RESOLUTION 2020/129

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

That Council

- (i) Receive and Note Correspondence Report no R20/148.

CARRIED

DRAFT

16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

17 PETITIONS

Nil

18 CLOSED SESSION

DRAFT

RESOLUTION 2020/130

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

18.1 Netwaste Regional Waste Contract - Receipt of Gate Fee increase from Visy Recycling

This matter is considered to be confidential under Section 10A(2)di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

18.2 Tender Assessment - Condobolin Pool Operations

This matter is considered to be confidential under Section 10A(2)c, di and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

18.3 Tender Assessment - Lake Cargelligo Pool Operations

This matter is considered to be confidential under Section 10A(2)c, di and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

18.4 Tender Assessment - Tottenham Pool Operations

This matter is considered to be confidential under Section 10A(2)c, di and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

18.5 Tender Assessment - Term Panel for Project Management Services

This matter is considered to be confidential under Section 10A(2)c, di and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

18.6 Undetected Water Leak - Assessment 1002793

This matter is considered to be confidential under Section 10A(2)a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

18.7 Cyber Security Risk Framework

This matter is considered to be confidential under Section 10A(2)f of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

18.8 Quotation Assessment - Tullibigeal Village Maintenance

This matter is considered to be confidential under Section 10A(2)c, di and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

18.9 Lachlan Aboriginal Cultural Heritage Study

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.10 Quotation for replacement roof - administration Building

This matter is considered to be confidential under Section 10A(2)c and di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

18.11 6 Townsend Street and 81 Loughnan Street, Lake Cargelligo

This matter is considered to be confidential under Section 10A(2)a and c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors) and information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CARRIED

RESOLUTION 2020/131

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That Council moves out of Closed Council into Open Council.

CARRIED

18.1 NETWASTE REGIONAL WASTE CONTRACT - RECEIPT OF GATE FEE INCREASE FROM VISY RECYCLING

RESOLUTION 2020/132

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Environment Tourism and Economic Development Report No. R20/136 be received and noted.
2. Council apply for financial assistance, if made available, from NSW Department of Planning, Industry and Environment and the Environment Protection Authority (EPA).
3. Council authorise the Mayor and General Manager to sign a Deed of Variation with JR EG Richards and affix the Council Seal (if required).

CARRIED

Councillor Phillips left the room at 4:54pm

Councillor Phillips returned to the room at 4:57pm

18.2 TENDER ASSESSMENT - CONDOBOLIN POOL OPERATIONS

RESOLUTION 2020/133

Moved: Cr Dennis Brady

Seconded: Cr Brian Nelson

That:

1. The Acting Director of Infrastructure Services Report No R20/140, Tender Assessment Condobolin Swimming Pool Operation be received.
2. In accordance with section 178 (1) (b) of the NSW Local Government (General) Regulation 2005 Council decline to accept any of the tenders.
3. In accordance with section 178 (3) (e) of the NSW Local Government (General) Regulation 2005 Council enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.
4. In accordance with section 178 (4) of the NSW Local Government (General) Regulation 2005 Council resolves
 - (a) (i) not to invite fresh tenders or applications due to the short time period before the service must commence having regard to the required tender period.
 - (a) (ii) and the unlikely event that calling fresh tenders will result in any new tenders being received.
 - (b) Council enter into negotiations with the current contractor in order to understand the reasons for the escalation in the cost above CPI rates in managing the swimming pool, since the last contract was awarded.
5. A further report be presented to Council on the outcome of the negotiations.

CARRIED

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18.3 TENDER ASSESSMENT - LAKE CARGELLIGO POOL OPERATIONS

RESOLUTION 2020/134

Moved: Cr Mark Hall

Seconded: Deputy Mayor Paul Phillips

That:

1. The Acting Director of Infrastructure Services report No R20/141, Tender Assessment Lake Cargelligo Swimming Pool Operation be received and noted.
2. In accordance with section 178(1) (b) of the NSW Local Government (General) Regulation 2005 Council decline to accept any of the tenders.
3. In accordance with section 178 (3) (e) of the NSW Local Government (General) Regulation 2005 Council enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.
4. In accordance with section 178 (4) of the NSW Local Government (General) Regulation 2005 Council resolves
 - (a) (i) not to invite fresh tenders or applications due to the short time period before the service must commence having regard to the required tender period.
 - (a) (ii) and the unlikely event that calling fresh tenders will result in any new tenders being received.
 - (b) Council enter into negotiations with the current contractor in order to understand the reasons for the escalation in the cost above CPI rates in managing the swimming pool, since the last contract was awarded.
5. A further report be presented to Council on the outcome of the negotiations.

CARRIED

18.4 TENDER ASSESSMENT - TOTTENHAM POOL OPERATIONS

RESOLUTION 2020/135

Moved: Cr Dennis Brady

Seconded: Deputy Mayor Paul Phillips

That:

1. The Acting Director Infrastructure Services Report No R20/142, Tender Assessment Tottenham Swimming Pool Operation be received.
2. In accordance with section 178(1) (b) of the NSW Local Government (General) Regulation 2005 Council decline to accept any of the tenders.
3. In accordance with section 178 (3) (e) of the NSW Local Government (General) Regulation 2005 Council enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.

4. In accordance with section 178 (4) of the NSW Local Government (General) Regulation 2005 Council resolves
 - (a) (i) not to invite fresh tenders or applications due to the short time period before the service must commence having regard to the required tender period.
 - (a) (ii) and the unlikely event that calling fresh tenders will result in any new tenders being received.
 - (b) Council enter into negotiations with the current contractor in order to understand the reasons for the escalation in the cost above CPI rates in managing the swimming pool, since the last contract was awarded.
5. A further report be presented to Council on the outcome of the negotiations.

CARRIED

18.5 TENDER ASSESSMENT - TERM PANEL FOR PROJECT MANAGEMENT SERVICES

RESOLUTION 2020/136

Moved: Cr Mark Hall

Seconded: Cr Dave Carter

That

1. The Acting Director Infrastructure Services Report No R20/143, Tender Assessment Term Panel for Project Management Services be received and noted.
2. Council endorse the establishment of a schedule of rates term panel contract from 1 July 2020 until 30 June 2023 for Project Management Services with the following contractors included on the panel:
 - (a) Genium Civil Engineering Pty Ltd
 - (b) Lackon Pty Ltd
 - (c) Basec Project Management Services
 - (d) Saba Civil Management and Consulting Pty Ltd
 - (e) GHD Pty Ltd
 - (f) G. Burrett
 - (g) CT Management Group
 - (h) Lambert Rehbein Pty Ltd
 - (i) Lyons Advantage
 - (j) APP Corporation Pty Ltd
3. The Mayor and General Manager be delegated authority to execute the contract documents and affix the Council Seal.

CARRIED

18.6 UNDETECTED WATER LEAK - ASSESSMENT 1002793**RESOLUTION 2020/137**

Moved: Cr Mark Hall

Seconded: Deputy Mayor Paul Phillips

That Council:

1. Receive and note the Director of Corporate and Community Services Report No. R20/144.
2. Approve the request to reduce water consumption charges for the period 6 December 2019 to 22 April 2020 by \$3,867.38, including interest of \$11.48 in accordance with Council's Undetected Water Leak Policy.

CARRIED

Information Manager – Terri Jacobson joined the meeting at 5:30pm

18.7 CYBER SECURITY RISK FRAMEWORK**RESOLUTION 2020/138**

Moved: Cr Mark Hall

Seconded: Cr Peter Harris

That:

1. The Director of Corporate and Community Services Report No. R20/88 be received and noted.
2. The Cyber Security Risk Framework be adopted as presented.

CARRIED

Councillor Brady left the room at 5:38pm

Councillor Brady returned to the room at 5:40pm

Information Manager Terri Jacobson left the meeting at 5:42pm

18.8 QUOTATION ASSESSMENT - TULLIBIGEAL VILLAGE MAINTENANCE**RESOLUTION 2020/139**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Elaine Bendall

That

1. The Acting Director of Infrastructure Services Report No R20/145, Quotation Assessment Tullibigeal Village Maintenance be received and noted.
2. The staff reassess the quotations based on additional information provided regarding contractor experience.

3. Staff renegotiate the quotation with the preferred contractor following reassessment of the quotations.
4. The General Manager be delegated authority to sign and execute the agreement.

CARRIED

18.9 LACHLAN ABORIGINAL CULTURAL HERITAGE STUDY

RESOLUTION 2020/140

Moved: Cr Mark Hall
Seconded: Cr Dave Carter

That

1. The Director Environment Tourism and Economic Development Report No. R20/139 be received and noted.

CARRIED

18.10 QUOTATION FOR REPLACEMENT ROOF - ADMINISTRATION BUILDING

RESOLUTION 2020/141

Moved: Cr Mark Hall
Seconded: Cr Elaine Bendall

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/152 be received and noted.
2. Council resolve that due to extenuating circumstances tenders for the replacement of the Lachlan Shire Council Administration building roof not be invited, in accordance with Section 55(3)(i) of the Local Government Act 1993, due to the unavailability of competitive or reliable tenderers during the previous tender process for this project and that a satisfactory result would not be achieved by inviting tenders.
3. Council accept the quotation received from Denis Doyle Construction Pty Ltd for the provision of a replacement roof at Council's Condobolin Administration building, and
4. The General Manager be authorised to approve a Purchase Order to Denis Doyle Construction Pty Ltd for the provision of the replacement roof at the Lachlan Shire Council Administration building.

CARRIED

18.11 6 TOWNSEND STREET AND 81 LOUGHNAN STREET, LAKE CARGELLIGO

RESOLUTION 2020/142

Moved: Cr Dennis Brady

Seconded: Deputy Mayor Paul Phillips

That

1. The Director Environment, Tourism and Economic Development Report No. R20/155 be received and noted.
2. Council rescind Resolution 2019/274.
3. Council rent the property No. 81 Loughnan Street to the local doctor at the market rental rate.
4. The General Manager obtain quotations for the disposal of No. 6 Townsend Street via public auction and engage a licenced auctioneer to facilitate the sale of this property.
5. Determine the reserve price for the sale of No. 6 Townsend Street.
6. The Mayor and General Manager be authorised to sign the contracts of sale.

CARRIED

The Meeting closed at 7:00pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 22 July 2020.

.....
CHAIRPERSON

**MINUTES OF LACHLAN SHIRE
EXTRAORDINARY COUNCIL MEETING
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS
ON MONDAY, 29 JUNE 2020 AT 2:06PM**

PRESENT: Mayor John Medcalf (OAM), Cr Elaine Bendall, Cr Melissa Blewitt, Cr Peter Harris, Cr Brian Nelson, Councillor Carter, Deputy Mayor Paul Phillips.

IN ATTENDANCE: Greg Tory (General Manager), Karen Pegler (Director - Corporate and Community Services), Adrian Milne (Acting Director - Infrastructure Services), Jon Shillito (Director - Environment, Tourism and Economic Development), Paula Ewing (Executive Assistant).

1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS

Was read out by Councillor Harris.

2 LEAVE OF ABSENCE

Councillor Hall, Councillor Brady and Councillor Rees.

RESOLUTION 2020/143

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Peter Harris

CARRIED

3 PUBLIC FORUM

Nil

4 DISCLOSURE OF INTEREST

Nil

5 CORPORATE AND COMMUNITY SERVICES

5.1 MAKING OF THE RATES FOR 2020-2021 FINANCIAL YEAR

RESOLUTION 2020/144

Moved: Cr Peter Harris
Seconded: Deputy Mayor Paul Phillips

That

1. The Director of Corporate and Community Services Report No. R20/68 be received and noted.
2. Council resolve to MAKE the Rates, Annual Charges and Water Consumption Charges; and adopt the Fees and Charges for the year 1 July 2020 to 30 June 2021, as set out in the 2017 – 2021 Delivery Program, the 2020/21 Operational Plan and the 2020/2021 Budget, being as follows:

MAKING OF THE RATES FOR 2020/21 FINANCIAL

1. ORDINARY RATES

In accordance with Sections 494, 500, 535 and 543 of the *Local Government Act 1993*, an Ordinary Rate be now made and levied for the year 1 July 2020 to 30 June 2021, being;

ORDINARY RATES					
Category	Base Rate	% of Total Levy for category	Ad Valorem	% of Total Levy for category	% of Total Ordinary Rates Levy
Ordinary - RESIDENTIAL	\$287.00	47.54%	0.0183329 8	52.46%	15.72%
Ordinary - NON-URBAN	\$294.00	35.98%	0.0095160 2	64.02%	2.22%
Ordinary - BUSINESS	\$328.00	36.07%	0.0249227 7	63.93%	5.00%
Ordinary - MINING	\$636.00	0.12%	0.2975601 0	99.88%	13.36%
Ordinary - FARMLAND	\$285.00	8.04%	0.0028508 5	91.96%	63.70%

2. WATER CHARGES

In accordance with sections 501, 535, 541 and 543 of the *Local Government Act 1993*, an Annual Charge be now made and levied for the year 1 July 2020 to 30 June 2021 for the provision of water and / or the availability of water service, on;

- a) land which is supplied with water from pipe of the Council; or
- b) land which is situated within 225 metres of a water pipe of the Council, whether the land has a frontage or not to the public road (if any) in which the water pipe is laid, even though the land is not actually connected with water from any water pipe of the Council, and that charge be made and levied, under the following criteria:

WATER CHARGES		
Annual Water Availability Charge 2020/21		
All properties - Connected	Metered Service	Charge per connection
	20 mm Water Service	\$ 476.00
	25 mm Water Service	\$ 727.00
	32 mm Water Service	\$ 1,173.00
	40 mm Water Service	\$ 1,806.00
	50 mm Water Service	\$ 2,805.00
	80 mm Water Service	\$ 7,130.00
All properties - Connected	Un-Metered Service	Charge per connection
	Residential	\$ 1,037.00

	Farmland / Rural	\$ 1,037.00
	Business	\$ 1,162.00
	Business-Interconnected	\$ 872.00
	Non-Rateable	\$ 1,037.00
Rateable properties - Not Connected	Unconnected/Unmetered Service	Charge
	Residential Water Availability	\$ 476.00
	Business Water Availability	\$ 476.00
Annual Water Availability Charge - BURCHER AND FIFIELD ONLY		
	Unmetered Service	Charge
All Properties - Connected	Water Connected B/F	\$ 788.00
All Properties - Unconnected	Water Availability B/F	\$ 367.00

Water Consumption Charges

In accordance with Section 502, 539, 540 and 543 of the *Local Government Act 1993*, Council now make and levy Water Consumption Charges in accordance with Council's 2020/21 Fees and Charges, based on the appropriate tariff charge per measure, or estimate of measure, during the 2020/21 Reading Cycle Periods 1, 2, 3 and 4 as shown below:

WATER CONSUMPTION CHARGES				
Category	1st 600 kilolitres per annum	> than 600 kilolitres p/a	Flat Rate per kilolitre	Minimum charge
Residential, Non-Urban, Farmland	\$ 2.90	\$ 4.15	\$ -	\$ 21.00
Business, Non-Residential, Non-Rateable Usage	\$ -	\$ -	\$ 2.90	\$ 21.00
Raw Water – Residential, Non-Residential, Non-Rateable			\$ 2.00	\$ 21.00
Raw Water Usage - Mine Tank & Oval Dam supplies	\$ -	\$ -	\$ 2.00	\$ -
Fixed Standpipe Metered Usage (Flat rate for all consumption)				
Raw Water Usage	\$ -	\$ -	\$ 2.00	\$ -
Potable / Treated Water Usage	\$ -	\$ -	\$ 4.00	\$ -

3. SEWER CHARGES

In accordance with Sections 501, 535, 539 and 543 of the *Local Government Act 1993*, an Annual Charge be now made and levied for the year 1 July 2020 to 30 June 2021 for the provision of sewer, and / or the availability of a sewer service, on:

- land which is supplied with sewer supply of the Council; or
- land which is situated within 75 metres from a sewer of the Council and is able to be connected;

and that charge be made and levied under the following criteria:

SEWER CHARGES		
Annual Sewer Access & Availability Charge	2020/21	Charge per connection

All Rateable Properties Connected	Residential Sewer Charge	\$ 753.00
	Business Sewer Charge	\$ 753.00
Annual Sewer Charges		
All Rateable Properties Unconnected	Sewer Charge	\$ 753.00
Crown and Schools Connected	Charge per Water Closet	\$ 78.00
	Charge per Urinal or Cistern	\$ 60.00
All Other Non-Rateable Properties - Connected	Charge per Water Closet	\$ 134.00
	Charge per Urinal or Cistern	\$ 60.00

4. WASTE MANAGEMENT CHARGES

Annual Domestic Waste Management Charges

In accordance with Sections 496, 501, 502, 504, 535 and 543 of the Local Government Act 1993, an Annual Charge be now made and levied for the year 1 July 2020 to 30 June 2021 for the provision or the availability of a periodic collection of a Waste Service, as described in Council's Fee and Charges, on all land for which a service is available, being;

SERVICE COLLECTION - REGULAR			
Domestic Waste Management Charge - Section 496	2020/21	Charge	Service
Residential Properties - Condobolin	Domestic Waste Management	\$ 515.00	1 x General + Organic + Recycling
Non-Rateable Residential Properties - Condobolin	Domestic Waste Management	\$ 515.00	1 x General + Organic + Recycling
Residential Properties - Villages	Domestic Waste Management	\$ 387.00	1 x General + Recycling
Non-Rateable Residential Properties - Villages	Domestic Waste Management	\$ 387.00	1 x General + Recycling
Residential Properties - Condobolin	Domestic Waste Management - Add General	\$ 127.00	1 x Additional General
Residential Properties - Condobolin	Domestic Waste Management - Add Recycling	\$ 120.00	1 x Additional Recycling
Residential Properties - Condobolin	Domestic Waste Management - Add Organic	\$ 127.00	1 x Additional Organic
Residential Properties - Villages	Domestic Waste Management - Add General	\$ 127.00	1 x Additional General
Residential Properties - Villages	Domestic Waste Management - Add Recycling	\$ 120.00	1 x Additional Recycling
All Properties - Residential	Domestic Waste Management - Replacement	\$ 79.00	Replacement of 240 litre each

Other Waste Charges

In accordance with Sections 501, 502, and 535 of the *Local Government Act 1993*, an Annual Charge be now made and levied for the year 1 July 2020 to 30 June 2021 for the provision or the

availability of a periodic collection of a Waste Service, as described in Council's Fees and Charges, being;

SERVICE COLLECTION - REGULAR			
Domestic Waste Management Charge -Section 501	2020/21	Charge	Service
Non-Residential Properties - Condobolin	Business Waste Management	\$ 387.00	1 x General + Organic + Recycling
Non-Rateable Non-Residential Properties - Condobolin	Business Waste Management	\$ 387.00	1 x General + Organic + Recycling
Non-Residential Properties - Condobolin	Business Waste Management - Add General	\$ 127.00	1 x General + Recycling
Non-Residential Properties - Condobolin	Business Waste Management - Add Recycling	\$ 120.00	1 x General + Recycling
Non-Residential Properties - Condobolin	Business Waste Management - Add Organic	\$ 127.00	1 x Additional General
Non-Residential Properties - Villages	Business Waste Management	\$ 387.00	1 x Additional Recycling
Non-Rateable Non-Residential Properties - Villages	Business Waste Management	\$ 387.00	1 x Additional Organic
Non-Residential Properties - Villages	Business Waste Management Other - Add General	\$ 127.00	1 x Additional General
Non-Residential Properties - Villages	Business Waste Management Other - Add Recycling	\$ 120.00	1 x Additional Recycling
All Properties - Non-Residential	Domestic Waste Management - Replacement	\$ 79.00	Replacement of 240 litre
Waste Management - Minimum Charge* (s496 & S501)			
Burcher & Mining - Uncollected	Waste Management Charge	\$ 136.00	Availability
Farmland, Residential, Non-Urban, Rateable Vacant Land - Uncollected	Waste Management Charge	\$ 123.00	Availability

*Previously Tip Management and Rehabilitation Charge

5. STORMWATER CHARGES

In accordance with Sections 496A, 510A, 535 and 543, and clause 125A and clause 125AA, of the *Local Government Act 1993*, an Annual Charge be now made and levied for the year 1 July 2020 to 30 June 2021 for the provision of Stormwater Management Services for all occupied rateable urban residential and business land in the areas of Albert, Burcher, Condobolin, Derriwong, Fifield, Lake Cargelligo, Tottenham and Tullibigeal, as follows:

ANNUAL STORMWATER MANAGEMENT CHARGE		
Stormwater Management Charge	2020/21	Charge

All Rateable Properties (excluding Strata units)	Residential Stormwater Management	\$ 25.00
All Rateable Properties	Business Stormwater Management	\$ 25.00
All Residential Strata Units (each)	Residential Stormwater Management	\$ 12.50

6. ACCRUAL OF INTEREST ON OVERDUE RATES AND CHARGES

In accordance with the provisions of Section 566 and 566 (3) of the Local Government Act 1993, that the interest rate to apply on overdue rates and charges, including water usage charges, for the period 1 July 2020 to 3 June 2021, will be the maximum allowed as determined by the Minister of Local Government, or as published by notice in the Government Gazette, for the 2020/21 period.

7. FEES AND CHARGES

The Fees and Charges as set out in the Delivery Program, Operational Plan and Budget 2017–2021, inclusive of any amendments, be adopted for the year commencing 1 July 2020.

8. SERVICE OF RATE NOTICES

The Rate, and / or Charge for the 2020/21 rating year be levied on the land specified in the Rates and Charges Notice, including Water Usage Charge notices, by the service of that notice and the General Manager be and is hereby authorised to prepare and serve such notice for and on behalf of the Council.

9. REDUCTION FOR ELIGIBLE PENSIONERS

Eligible pensioners under section 575 and 575 (3) of the Local Government Act 1993 are granted a rebate of:

- 50% of the combined Ordinary Rate and Domestic Waste Management Service Charge (if applicable), up to a maximum of \$250;
- 50% of the Water Availability Charge per annum (if applicable), up to a maximum of \$87.50; and
- 50% of the Sewerage Access Availability Charge per annum (if applicable) up to a maximum of \$87.50

Or pro-rata thereof, in accordance with section 575 (2) and 575 (4) of the Local Government Act 1993.

CARRIED

At 2:10pm Councillor Carter joined the meeting.

5.2 ADOPTION UPDATED DELIVERY PROGRAM 2017-2021 AND 2020-2021 OPERATIONAL PLAN, INCORPORATING THE 2020-21 OPERATING BUDGET AND FEES AND CHARGES

RESOLUTION 2020/145

Moved: Cr Peter Harris
Seconded: Cr Elaine Bendall

That:

1. The Director of Corporate & Community Services Report R20/164 be received and noted.

2. The updated 2017-2021 Delivery Plan and the 2020-2021 Operational Plan incorporating the fees and charges and budget for 2020-2021 be adopted, subject to any changes recommended by Council being incorporated into the documents.

CARRIED

6 INFRASTRUCTURE SERVICES

6.1 ROAD MAINTENANCE COUNCIL CONTRACT

RESOLUTION 2020/146

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Acting Director of Infrastructure Services Report No. R20/159 be received and noted.
2. Council enter into a Road Maintenance Council Contract with Transport for New South Wales and authorise the General Manager to sign the relevant contract documents.

CARRIED

7 CLOSED SESSION

RESOLUTION 2020/147

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

7.1 Lake Cargelligo Water Treatment Plant - Ultra Filtration Skids Pipework Replacement

This matter is considered to be confidential under Section 10A(2)di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CARRIED

RESOLUTION 2020/148

Moved: Cr Elaine Bendall

Seconded: Cr Dave Carter

That Council moves out of Closed Council into Open Council.

CARRIED

Councillor Harris left the meeting at 2:34pm.

7.1 LAKE CARGELLIGO WATER TREATMENT PLANT - ULTRA FILTRATION SKIDS PIPEWORK REPLACEMENT

RESOLUTION 2020/149

Moved: Cr Peter Harris
Seconded: Cr Elaine Bendall

That

1. The Acting Director Infrastructure Services Report No. R20/163 be received and noted.
2. The proposal and quotation of Laurie Curran Water P/L for repairs to Lake Cargelligo Water Treatment Plant – Ultra Filtration Skids Pipework Replacement in the amount of \$225,143 (ex. GST) be accepted.
3. The General Manager issue a purchase order for the repairs.

CARRIED

The Meeting closed at 2:37pm

The minutes of this meeting were confirmed at the Ordinary Meeting of the Lachlan Shire Council held on 22 July 2020.

.....
CHAIRPERSON

4 MAYORAL MINUTE**4.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS JULY****TRIM Number: R20/186****Author: General Manager****MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR**25th June – NSW JO Chair’s Forum, Zoom meeting26th June – Charles Stuart University29th June – Extraordinary Council meeting30th June – Mark Coulton meeting BBRF4 funding announcement Condobolin1st July – Mark Coulton meeting BBRF4 funding announcement Lake Cargelligo1st July - Cargelligo Wetlands and Lakes Council Inc meeting1st July – WNSWLHD General Manager. Teleconference2nd July – Member for Barwon, Roy Butler MP, Zoom meeting3rd July – Special JO Board meeting, Zoom meeting7th July – WPRD Interagency, Zoom meeting8th July – Strategic Briefing Agenda, Council Chambers, Condobolin14th July – Address the NSW Legislative Council's Portfolio Committee No. 4 – Industry15th July – Forbes Art Society sculpture installation22nd July – Regional Prosperity Sub-committee, Skype meeting22nd July – Ordinary Meeting of Council, Council Chambers, Condobolin**ATTACHMENTS**

Nil

RECOMMENDATION

That Council

1. Receive and note Mayoral Minute R20/186

4.2 MAYORAL MINUTE -**TRIM Number: R20/190****Author: General Manager**

What a change we have seen in the landscape in the last seven months with the weather and our communities, with Covid-19 hanging over our heads, with uncertainty of how long this will go on for as we adjust to a new way of living.

The Federal and State government are certainly trying to stimulate our communities with grants. Certainly putting the pressure on our local Council to deliver, for which they are doing their best. A lot of the projects will certainly improve our community infrastructure and also help attract people to our communities, as long as Covid-19 allows people to travel.

The Utes in the paddock Jockeys memorial is developing and it will be a great asset to Lachlan Shire.

I had an invitation from Forbes Council on behalf of the Forbes Art Society for the opening of the first sculpture on the South Forbes Road. This project was funded through a grant from the State Government to create a sculpture trail from Forbes to Condobolin. There will be ten sculptures ending at the Utes in the paddock. It is a very exciting project.



Please stay safe and continue your social distancing.

John Medcalf OAM
Mayor Lachlan Shire

ATTACHMENTS

Nil

RECOMMENDATION

That:

1. Mayoral Minute R20/190 be received and noted.

5 PUBLIC FORUM

6 DISCLOSURE OF INTEREST

DRAFT

7 GENERAL MANAGER

7.1 LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2020

TRIM Number: R20/183

Author: Finance Accountant

PURPOSE

The purpose of this report is to advise Council of the determination of annual fees for Mayors and Councillors, made under Section 239 & Section 241 of the Local Government Act 1993, by the Local Government Remuneration Tribunal.

BACKGROUND

1. Under the categories determined by the Tribunal, Lachlan Shire is designated as a Rural Council. Councils categorised as rural typically have a population of less than 20,000. Other features which distinguish rural councils from other non-metropolitan councils include one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre; a limited range of services, facilities and employment opportunities compared to Regional Rural councils; and local economies based on agricultural/resource industries.

This categorisation determines the minimum and maximum annual fees that are payable to Councillors and the Mayor in accordance with Section 239 of the Local Government Act 1993.

Further information regarding the Tribunal's determination is provided in Attachment 1.

ISSUES AND COMMENTS

The Local Government Remuneration Tribunal has determined an increase of 0% for Councillor and Mayor annual fees, effective from 1 July 2020. The determination was made after giving consideration "*to the current economic and social circumstances*". The minimum and maximum fees as prescribed by the Tribunal for 2020-21 are as follows:

	Councillor	Mayor
Minimum	\$9,190	\$9,780
Maximum	\$12,160	\$26,530

The Mayoral fee is paid in addition to the councillor fee.

There is no provision in the Local Government Act 1993 to empower the Tribunal to determine a separate fee or fee increase for the Deputy Mayor. However, Section 249 (5) of this Act provides 'a council may pay the deputy mayor (if there is one) a fee determined by the council for such time as

the Deputy Mayor acts in the office of the Mayor. The amount of the fee so paid must be deducted from the mayor's annual fee'.

Council has previously resolved to pay the Deputy Mayor an allowance of \$2,893 per annum for 2019-20 in accordance with this section of the Act.

Since the 2013-14 financial year Council has resolved to pay the maximum allowable annual fee.

FINANCIAL AND RESOURCE IMPLICATIONS

Council has adequately budgeted for the maximum amount of remuneration in its 2020-21 Operational Budget.

LEGAL IMPLICATIONS

Pursuant to Section 241 of the Local Government Act 1993, the new annual fees are to be paid to the Mayor and Councillors effective from 1 July 2020. If Council does not set a fee the minimum recommended must be paid.

RISK IMPLICATIONS

There are no significant risk implications.

STAKEHOLDER CONSULTATION

Council has not undertaken any direct engagement on this matter. Determination of annual fees for Councillors and the Mayor form part of the normal business of Council.

OPTIONS

Council has the option of setting the fees within the boundaries mentioned above in the Issues and Comments section.

CONCLUSION

Council must now determine the annual fees and charges payable to Councillors and the Mayor for 2020-21. In addition, Council must determine if it wishes to continue to pay an annual fee to the Deputy Mayor, such amount to be deducted from the fee payable to the Mayor.

It is recommended Council adopt the maximum allowable annual fees and pay the Deputy Mayor an annual fee of \$2,893 deducted from the fee payable to the Mayor.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

This report links to Strategic Outcome Number 5.7 - Strong Effective Council, in the Lachlan Shire Community Strategic Plan.

ATTACHMENTS

1. Local Government Remuneration Tribunal - Annual Report and Determination

RECOMMENDATION

That

1. Council note advice regarding the 2020/2021 determination of the Local Government Remuneration Tribunal relating to the annual fees for the Mayor and Councillors.
2. Council determine the annual fees for 2020/2021 to be:
 - (a) Mayor - \$26,530

(b) Councillors - \$12,160

(c) Deputy Mayor - \$2,893 (to be deducted from the Mayoral fee)

**Local
Government
Remuneration
Tribunal**

**Annual Report and
Determination**

*Annual report and determination under sections 239 and
241 of the Local Government Act 1993*

**10 June
2020**

[NSW Remuneration Tribunals website](#)

Local Government Remuneration Tribunal

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Local Government Remuneration Tribunal

Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

In response to the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extends the time for the making of this determination to no later than 1 July 2020.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2017. In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each of those categories as part of the 2020 review.

In reviewing the categories, the Tribunal examined a range of statistical and demographic data and considered the submissions of councils and Local Government NSW (LGNSW). Having regard to that information, the Tribunal has determined to retain a categorisation model which differentiates councils primarily on the basis of their geographic location, and the other factors including population, the sphere of the council's economic influence and the degree of regional servicing.

For the Metropolitan group the Tribunal has determined to retain the existing categories and has amended the population criteria applicable to Metropolitan Large and Metropolitan Medium. For the Non-Metropolitan group, the Tribunal has determined to: create two new categories - Major Strategic Area and Regional Centre; rename one category - Regional City to Major Regional City; and revise the criteria for some of the existing categories to account for the new categories.

In accordance with section 239 of the LG Act the categories of general purpose councils are determined as follows:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Major Regional City
- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural
- Rural

Local Government Remuneration Tribunal

Fees

The Tribunal has determined that there will be no increase in the minimum and maximum fees applicable to each existing category. For the new categories, the Tribunal has determined fees having regard to relevant relativities.

Local Government Remuneration Tribunal

Section 1 Introduction

1. Section 239 of the LG Act provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every 3 years.
2. Section 241 of the LG Act provides for the Tribunal to determine, not later than 1 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils.
3. In response to the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extends the time for the making of this determination to no later than 1 July 2020.
4. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A (1) of the LG Act, to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The current policy on wages is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.
5. The Tribunal is however able to determine that a council can be placed in another existing or a new category with a higher range of fees without breaching the Government's wage policy pursuant to section 242A (3) of the LG Act.
6. The Tribunal's determinations take effect from 1 July in each year.

Section 2 2019 Determination

7. The Tribunal considered ten requests for re-categorisation. At the time of making the determination the Tribunal had available to it the 30 June 2018 population data. In reviewing the submissions received the Tribunal applied a multi variable approach assessing each council against all the criteria (not only population) for the requested category and the

Local Government Remuneration Tribunal

relativities within the categories.

8. The Tribunal found that the allocation of councils into the current categories was appropriate but again noted that some of those councils seeking to be moved were likely to meet the criteria for re-categorisation in future determinations.
9. The Tribunal's 2019 Determination was made on 15 April 2019 and provided a general increase of 2.5 per cent which was consistent with the Government's policy on wages.
10. The Tribunal's findings for North Sydney was not addressed in the 2019 Determination and is dealt with in Section 3 below.

Section 3 Review of categories

Scope of review

11. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last reviewed the categories during the 2017 annual review.
12. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in section 240 of the LG Act:
"240 (1)
 - *the size of areas*
 - *the physical terrain of areas*
 - *the population of areas and the distribution of the population*
 - *the nature and volume of business dealt with by each Council*
 - *the nature and extent of the development of areas*
 - *the diversity of communities served*
 - *the regional, national and international significance of the Council*
 - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government*
 - *such other matters as may be prescribed by the regulations."*
13. The Tribunal foreshadowed in the 2019 Determination of its intention to undertake a review of the categories in accordance with the LG Act:

Local Government Remuneration Tribunal

“12. A few submissions have suggested alternative categorisation models. The Tribunal will consider this in detail in the 2020 review. The Tribunal intends to commence the 2020 annual review earlier than usual to ensure there is time to review the existing model and to examine alternatives. The Tribunal is of the preliminary view that a case may exist to revise the number of categories, and their applicable criteria, particularly for regional and rural councils.”

14. The Tribunal wrote to all mayors in October 2019 advising of the commencement of the 2020 review and invited submissions from councils on the following matters:

1. *Proposed classification model and criteria*
2. *Allocation in the proposed classification model*
3. *Range of fees payable in the proposed classification model*
4. *Other matters*

15. The Tribunal also wrote to the President of Local Government NSW (LGNSW) in similar terms, and subsequently met with the President and Chief Executive of LGNSW. The Tribunal thanks the President and Chief Executive for making the time to meet with the Tribunal.

16. The Tribunal also met with the Mayors and General Managers of Central Coast and Maitland Councils and the Tribunal thanks them for making the time to meet with the Tribunal.

Submissions received - categorisation

17. The Tribunal received 38 submissions from individual councils, a submission from LGNSW and a submission from Regional Cities NSW. Most of the submissions addressed the Tribunal’s proposed categorisation model, the allocation of councils into those categories and fees. A summary of the matters raised, and the Tribunal’s consideration of those matters is outlined below.

Proposed classification model and criteria

18. Submissions from 20 councils and LGNSW supported the Tribunal’s proposal to create a new category of Regional Centre for the Non-Metropolitan group and were of the view

Local Government Remuneration Tribunal

that the range of fees would be somewhere between Regional Strategic Area and Regional Rural.

19. Several submissions from Non-Metropolitan councils proposed alternative changes to the model such as, the merging of the Regional Rural and Rural categories, the creation of a new 'Regional' category and the renaming of Regional City to 'Gateway City' or 'Nationally Significant Regional City'.
20. Four submissions from Metropolitan councils sought the creation of a new Metropolitan category with the title of 'Metropolitan Large – Growth Area' or 'Metropolitan Major'.

Allocation in the proposed classification model

21. The Tribunal proposed to allocate 24 councils in the proposed new category of Regional Centre. Of these 24 councils, 14 provided a submission - 11 councils noted or supported their allocation as Regional Centre and 3 councils sought re-categorisation as Regional Strategic Area.
22. In addition to the 3 councils, another 17 councils sought re-categorisation into one of the categories included in the Tribunal's proposed model or into requested alternative new categories. The 20 re-categorisation requests are addressed in Section 3 – Allocation of councils into categories.

Findings - categorisation

23. The Tribunal acknowledges the significant number of submissions received this year and is grateful for the positive response and effort made in those submissions to comment on the proposed categorisation model and suggest alternatives for consideration.
24. There has been broad support to the Tribunal's proposal to create a new Non-Metropolitan category of Regional Centre and rename Regional City to Major Regional City. On that basis the Tribunal will determine the new category of Regional Centre and rename Regional City to Major Regional City. There have been some new criteria added to the category of Major Regional City to acknowledge the broader national and state focus of these cities which impact upon the operations of the council.
25. After considering the views in submissions the Tribunal re-examined the Non-Metropolitan category of Regional Strategic Area in terms of its criteria and the

Local Government Remuneration Tribunal

characteristics of the councils allocated into it. The Tribunal concluded that the characteristics of the two councils allocated to this category – Central Coast and Lake Macquarie – were sufficiently different to warrant further differentiation. Central Coast has a population greater than 340,000 making it the third largest council by population in NSW and the sixth largest council by population in Australia. It also has the second largest revenue base of all councils in NSW. Central Coast is a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region. A new category has been created for Central Coast Council and is to be titled Major Strategic Area. The criteria for this category include local government areas with a minimum population of 300,000, and larger scale and scope to those categorised as Regional Strategic Area. There is no change to the population threshold for the category of Regional Strategic Area, however the other criteria have been amended to account for other changes in the Non-Metropolitan group.

26. The Tribunal's preliminary thinking was that no changes to the categories and criteria for Metropolitan and County Councils were warranted. In respect to the categories, the Tribunal continues to hold that view. In respect to the criteria, after considering submissions the Tribunal re-examined the population criteria for both the Metropolitan Medium and Metropolitan Large categories.
27. North Sydney and Willoughby councils again put forward cases for non-resident workers to be included in the population for Metropolitan Medium. To examine this claim more broadly the Tribunal reviewed non-resident working populations across all metropolitan councils. After careful consideration the Tribunal concluded there was a strong case to recognise the impact on councils of serving significant numbers of non-resident workers. The criteria now provide for councils with a non-resident working population of 50,000 or above to move to another category if their combined resident and non-resident working population exceeds the minimum population threshold. The criteria for Metropolitan Medium and Metropolitan Large have been amended as follows:

Metropolitan Large

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Metropolitan Medium

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Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

- 28. In making this determination the Tribunal reviewed the criteria for other Metropolitan categories and found that the current population thresholds are appropriate.
- 29. The revised model which will form the basis of this determination is as follows:

Metropolitan	Non-Metropolitan
<ul style="list-style-type: none"> • Principal CBD • Major CBD • Metropolitan Large • Metropolitan Medium • Metropolitan Small 	<ul style="list-style-type: none"> • Major Regional City • Major Strategic Area • Regional Strategic Area • Regional Centre • Regional Rural • Rural

- 30. The criteria for each of the categories are outlined at Appendix 1. Minor changes have been made to the criteria for some of the existing categories to account for the new categories. As with the previous categorisation model the predominant factor to guide categorisation is population. Other common features of councils within those categories are also broadly described. These criteria have relevance when population alone does not adequately reflect the status of one council compared to others with similar characteristics. In some instances, the additional criteria will be significant enough to warrant the categorisation of a council into a group with a higher population threshold.
- 31. There is no change to the categorisation of county councils.

Allocation of councils into categories

- 32. In accordance with section 239 of the LG Act the Tribunal is required to allocate each of the councils into one of the categories. The allocation of councils is outlined in Determination No. 1 of Section 6.
- 33. Twenty (20) submissions received from councils requested re-categorisation and were considered having regard to the case put forward and the criteria for each category.
- 34. At the time of making the determination the Tribunal had available to it the 30 June 2019 population data released by the Australian Bureau of Statistics (ABS) on 25 March 2020.

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35. A summary of the Tribunal's findings for each of the applications for re-categorisation is outlined in the following paragraphs.

Metropolitan Large Councils

36. Canterbury-Bankstown, Penrith and Blacktown have requested the creation of new categories into which they be re-categorised. Canterbury-Bankstown has requested a new category named 'Metropolitan Major'. Penrith and Blacktown have requested a new category named 'Metropolitan Large – Growth Centre'.

37. The Tribunal considers that Canterbury-Bankstown, Penrith and Blacktown are appropriately categorised as Metropolitan Large.

Metropolitan Medium Councils

38. Inner West has again sought to be re-categorised as Metropolitan Large. The Tribunal outlined in the 2019 determination that Inner West's June 2018 population of 198,024 was below the indicative population of other Metropolitan Large councils, but based on growth predictions it was likely Inner West would meet the minimum population threshold for inclusion in Metropolitan Large in 2020.

39. Inner West's June 2019 population is 200,811 and the council now meets the criteria to be categorised as Metropolitan Large.

40. Ryde has sought to be re-categorised as Metropolitan Large on the basis of the large non-resident working population in the Macquarie Park Business Park (MPBP) precinct, the economic output of the precinct and its array of significant regional services.

41. The Hills has requested the creation of a new category named 'Metropolitan Growth' and that it be categorised into it. Recognition is sought for councils experiencing significant growth. The submission also notes that while Ryde does not meet the residential population criteria for Metropolitan Large it meets the other relevant criteria.

42. As previously discussed, the Tribunal has reviewed the impact of large numbers of non-residents visitors and workers and revised the criteria for Metropolitan Large Councils. Ryde and The Hills have been assessed against the new revised criteria being - *Councils may also be categorised as Metropolitan Large if their residential population combined*

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with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

43. Both Ryde and The Hills have a non-resident working population of more than 50,000 and combined with their resident populations they meet the revised criteria for inclusion in the group of Metropolitan Large councils. Both councils also provide a sphere of economic influence and provide regional services considered akin to those of other metropolitan large councils.

Metropolitan Small Councils

44. Camden, Willoughby and North Sydney have sought to be re-categorised as Metropolitan Medium.
45. The Tribunal outlined in the 2019 determination that Camden's June 2018 population of 94,159 was below the indicative population of other Metropolitan Medium councils, but based on growth predictions it was likely Camden would meet the minimum population threshold for inclusion in Metropolitan Medium in 2020.
46. Camden's June 2019 population is 101,437 and the council now meets the criteria to be categorised as Metropolitan Medium.
47. The Tribunal has previously considered requests from Willoughby and North Sydney Councils to be re-categorised as Metropolitan Medium in 2018 and 2019. Both Councils have populations within the indicative population range for Metropolitan Small councils but well below that of Metropolitan Medium. Both Councils have argued that their scale of operations, degree of regional servicing and high number of non-resident visitors and workers more closely align with the characteristics of Metropolitan Medium Councils.
48. As previously discussed, the Tribunal has reviewed the impact of large numbers of non-resident workers and revised the criteria for Metropolitan Medium Councils. Willoughby and North Sydney have been assessed against the new revised criteria being - *Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.*
49. Both Willoughby and North Sydney have a non-resident working population of more than 50,000 and combined with their resident populations they meet the revised criteria for inclusion in the group of Metropolitan Medium councils. Both councils also meet the

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other criteria having: a significant regional role as the third and fourth biggest CBDs in Sydney after Sydney City and Parramatta; strategic significance as either transport hubs, business, cultural or employment centres.

50. Both North Sydney and Willoughby meet the criteria for re-categorisation as Metropolitan Medium.

Regional City Councils

51. Newcastle and Wollongong have proposed new categories into which they have sought to be re-categorised. Newcastle has proposed a new category named 'Gateway City' and Wollongong a new category named 'Nationally Significant Regional City'.
52. The Tribunal's revised categorisation model re-named the existing category of Regional City to Major Regional City and found no case to adopt the new categories proposed by Newcastle and Wollongong. The Tribunal considers that both councils are appropriately categorised as Major Regional City.

Regional Strategic Area Councils

53. Central Coast has again sought to be re-categorised as Regional City. The council submits that its characteristics are more like Newcastle and Wollongong (Regional City) and substantially different to Lake Macquarie (Regional Strategic Area).
54. Central Coast does not meet the broader criteria applicable to other councils in the category of Major Regional City - being Newcastle and Wollongong. As previously discussed a new category - Major Strategic Area - has been created to recognise the scale and unique position of Central Coast Council to both the Sydney and Hunter regions.

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Regional Rural Councils

55. Bathurst, Maitland, and Shoalhaven noted that under the Tribunal's proposed allocation of councils they would be allocated to the new Regional Centre category, however the three councils sought to be re-categorised as Regional Strategic Area.
56. Bathurst's June 2019 population of 43,618, Maitland's June 2019 population of 85,166 and Shoalhaven's June 2019 population of 105,648 are below the indicative population of Regional Strategic Area councils. The Tribunal considers that Bathurst, Maitland and Shoalhaven are all appropriately categorised as Regional Centre.
57. Bega, Byron and Eurobodalla have sought to be re-categorised to the new Regional Centre category. Bega's June 2019 population of 34,476, Byron's June 2019 population of 35,081 and Eurobodalla's June 2019 population of 38,473 are significantly below the indicative population of Regional Centre councils. These councils have not demonstrated the additional criteria to warrant inclusion in the Regional Centre group.

Rural Councils

58. Muswellbrook and Federation have again sought to be re-categorised as Regional Rural. Muswellbrook's June 2019 population of 16,377 and Federation's June 2019 population of 12,437 are well below the indicative population of Regional Rural councils. Both councils have not demonstrated the additional criteria to warrant inclusion in the Regional Rural group.

Section 4 Fees

59. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
60. The current policy on wages pursuant to section 146C(1)(a) of the IR Act is articulated in the *Industrial Relations (Public Sector Conditions of Employment) Regulation 2014* (IR Regulation 2014). When the Tribunal undertook the annual review the effect of the IR Regulation 2014

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was that public sector wages could not increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.

61. The Tribunal received submissions for consideration during the annual review in late 2019. Those submissions were made prior to the pandemic and overwhelmingly supported a 2.5 per cent increase in the ranges of fees which was consistent with the Government's wages policy at the time. A summary of those submissions is outlined in the paragraphs 62 and 63.
62. The LGNSW submission requested that the Tribunal increase fees by the allowable maximum of 2.5 per cent. The submission also reiterated the long-held view that fees for mayors and councillors are well behind, the current fee structure fails to recognise the work of elected representatives and is inadequate to attract and retain individuals with the necessary skills and experience. Comparative information was again presented in respect to board fees, fees paid to mayors and councillors of councils in Queensland, and salaries for members of Parliament. The LGNSW submission also noted the Tribunal's previous observations that it does not have jurisdiction on the matter of non-payment of superannuation but again invited the Tribunal to make a recommendation to the NSW State Government for councillor remuneration to include a payment for superannuation equivalent to the Superannuation Guarantee.
63. Several submissions sought an increase to the allowable maximum of 2.5 per cent acknowledging the restrictions on the Tribunal from the Government's wages policy. Several submissions sought an increase greater than 2.5 per cent by requesting that fees be aligned to councillor fees in Victoria and Queensland or to NSW members of Parliament.
64. Since receiving and considering those submissions there have been a number of factors which have influenced the Tribunal's views in regard to the annual increase. These include the impact of the bushfires and the current COVID-19 pandemic on the state and federal economies and the wellbeing of our communities.
65. To ensure the Tribunal had sufficient time to consider the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government*

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(General) Amendment (COVID-19) Regulation 2020 which extends the time for the making of this determination to no later than 1 July 2020.

66. On 29 May 2020 the Premier, the Hon Gladys Berejiklian MP, made the *Industrial Relations (Public Sector Conditions of Employment) Amendment (Temporary Wages Policy) Regulation 2020*. That regulation amended the IR Regulation 2014 to implement a temporary wages policy, being a 12-month pause on wage increases for public sector employees covered by the IR Act.
67. On 2 June 2020 the amending regulation was disallowed by the Legislative Council. The effect of that disallowance is that the Government's wages policy which provides for increases of up to 2.5 per cent continues to apply.
68. While the Tribunal is required to give effect to the Government's wages policy in the making of this determination, it is open to the Tribunal to determine an increase of up to 2.5 per cent or no increase at all. Given the current economic and social circumstances, the Tribunal has determined that there be no increase in the minimum and maximum fees applicable to each existing category.
69. The minimum and maximum fees for the two new categories of Major Strategic Area and Regional Centre have been set having regard to relevant relativities. The new category of Major Strategic Area has equivalent annual fees to Major Regional City. The new category of Regional Centre has annual fees between those applicable to Regional Strategic Area and Regional Rural. In accordance with the LG Act councils can be placed in a new category with a higher range of fees without breaching the Government's wages policy.

Section 5 Other matters

70. The Tribunal addressed the matter of non-payment of superannuation in the 2019 Determination:

"40. The submission from LGNSW and several councils have again raised the matter of the non-payment of superannuation. The Tribunal addressed this matter in the 2018 determination as outline below and will make no further comment:

Local Government Remuneration Tribunal

“54. The matter of the non-payment of superannuation has been previously raised in submissions to the Tribunal and is not a matter for the Tribunal to determine. Section 251 of the LG Act confirms that councillors are not employees of the council and the fee paid does not constitute a salary under the Act. The Tribunal notes that the Australian Tax Office has made a definitive ruling (ATO ID 2007/205) that allows councillors to redirect their annual fees into superannuation on a pre-tax basis and is a matter for councils (Ref: Councillor Handbook, Oct 2017, Office of Local Government p.69).”

71. By way of clarification, the amount redirected under this ruling is funded from the annual fees as determined by Tribunal – it is not an additional amount funded by the council.
72. The Tribunal notes that the Hon Shelly Hancock MP, Minister for Local Government released the *Councillor superannuation discussion paper* in March 2020, to seek the views of councils and their communities on whether councillors should receive superannuation payments. The deadline for submissions was Friday 8 May 2020.

Conclusion

73. The Tribunal’s determinations have been made with the assistance of the two Assessors - Mr Brian Bell and Mr Tim Hurst. The allocation of councils into each of the categories, pursuant to section 239 of the LG Act, is outlined in Determination No. 1. The maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils, pursuant to section 241 of the LG Act, are outlined in Determination No. 2.

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

Local Government Remuneration Tribunal

Section 6 Determinations

Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2020

Table 1: General Purpose Councils - Metropolitan

Principal CBD (1)	Major CBD (1)
Sydney	Parramatta

Metropolitan Large (11)	Metropolitan Medium (9)
Blacktown	Bayside
Canterbury-Bankstown	Campbelltown
Cumberland	Camden
Fairfield	Georges River
Inner West	Hornsby
Liverpool	Ku-ring-gai
Northern Beaches	North Sydney
Penrith	Randwick
Ryde	Willoughby
Sutherland	
The Hills	

Metropolitan Small (8)
Burwood
Canada Bay
Hunters Hill
Lane Cove
Mosman
Strathfield
Waverley
Woollahra

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Table 2: General Purpose Councils – Non-Metropolitan

Major Regional City (2)	Major Strategic Area (1)	Regional Strategic Area (1)
Newcastle	Central Coast	Lake Macquarie
Wollongong		

Regional Centre (24)		Regional Rural (13)
Albury	Mid-Coast	Bega
Armidale	Orange	Broken Hill
Ballina	Port Macquarie-Hastings	Byron
Bathurst	Port Stephens	Eurobodalla
Blue Mountains	Queanbeyan-Palerang	Goulburn Mulwaree
Cessnock	Shellharbour	Griffith
Clarence Valley	Shoalhaven	Kempsey
Coffs Harbour	Tamworth	Kiama
Dubbo	Tweed	Lithgow
Hawkesbury	Wagga Wagga	Mid-Western
Lismore	Wingecarribee	Richmond Valley Council
Maitland	Wollondilly	Singleton
		Snowy Monaro

Rural (57)			
Balranald	Cootamundra-Gundagai	Junee	Oberon
Bellingen	Cowra	Kyogle	Parkes
Berrigan	Dungog	Lachlan	Snowy Valleys
Bland	Edward River	Leeton	Temora
Blayney	Federation	Liverpool Plains	Tenterfield
Bogan	Forbes	Lockhart	Upper Hunter
Bourke	Gilgandra	Moree Plains	Upper Lachlan
Brewarrina	Glen Innes Severn	Murray River	Uralla
Cabonne	Greater Hume	Murrumbidgee	Walcha
Carrathool	Gunnedah	Muswellbrook	Walgett
Central Darling	Gwydir	Nambucca	Warren
Cobar	Hay	Narrabri	Warrumbungle
Coolamon	Hilltops	Narrandera	Weddin
Coonamble	Inverell	Narromine	Wentworth
			Yass

Table 3: County Councils

Water (4)	Other (6)
Central Tablelands	Castlereagh-Macquarie
Goldenfields Water	Central Murray
Riverina Water	Hawkesbury River
Rous	New England Tablelands
	Upper Hunter
	Upper Macquarie

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Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2020 are determined as follows:

Table 4: Fees for General Purpose and County Councils

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	27,640	40,530	169,100	222,510
	Major CBD	18,430	34,140	39,160	110,310
	Metropolitan Large	18,430	30,410	39,160	88,600
	Metropolitan Medium	13,820	25,790	29,360	68,530
	Metropolitan Small	9,190	20,280	19,580	44,230
General Purpose Councils - Non-metropolitan	Major Regional City	18,430	32,040	39,160	99,800
	Major Strategic Area	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Centre	13,820	24,320	28,750	60,080
	Regional Rural	9,190	20,280	19,580	44,250
	Rural	9,190	12,160	9,780	26,530
County Councils	Water	1,820	10,140	3,920	16,660
	Other	1,820	6,060	3,920	11,060

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

Local Government Remuneration Tribunal

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney’s primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney’s sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city’s most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city’s historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney’s hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD’s importance as home to the country’s major business centres and public facilities of state and national importance. The Lord Mayor’s responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

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Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

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Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 200,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

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Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. Other features may include:

- a large city or town providing a significant proportion of the region’s housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.
- Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural

Councils categorised as Rural will typically have a residential population less than 20,000. Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Biosecurity Act 2015*.

7.2 ACTIVE RESOLUTIONS - JULY 2020

TRIM Number: R20/184

Author: General Manager

PURPOSE

To update Council on any Active Resolutions as at July 2020.

SUPPORTING INFORMATION

The Active Resolutions are attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.8 Responsive Council

ATTACHMENTS

1. Active Resolutions - July 2020

RECOMMENDATION

That Council

- (i) Receive and Note General Manager's Report No R20/184.

ACTIVE RESOLUTIONS AS AT 22 JULY 2020

**LACHLAN SHIRE COUNCIL
REPORT TO COUNCIL MEETING
TO BE HELD ON 22 JULY 2020**

AUTHOR: GENERAL MANAGER

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
JUNE 20	GM	<p>105/2020 COVID-19 ECONOMIC STIMULUS PACKAGE FUNDING AGREEMENT RESOLVED THAT The General Manager be authorised to execute the funding agreement and affix the Council Seal.</p> <p style="text-align: right;">Harris/Hall</p>	COMPLETE	COMPLETE
OCT 19	GM	<p>297/2019 CORRESPONDENCE OCTOBER RESOLVED THAT Consider the proposal from PHYZ X 2U and investigate the numbers that utilise and benefit from the service and the costs of supporting the initiative and bring a report back to Council.</p> <p style="text-align: right;">Hall/Bendall</p>	Unable to determine numbers of people who will utilise this service. Only information readily available is a data set produced by the Australian Health Practitioner Regulation Authority. This data is not necessarily reliable for Lachlan Shire. PHYZ X 2U have been asked to provide an indication of the number of people they expect to utilise the service however they cannot provide accurate data. Await budget outcome to determine if there is \$10,000 available for this proposal.	AUGUST 2020

<p>JUNE 20</p>	<p>ETED</p>	<p>142/20 6 TOWNSEND STREET AND 81 LOUGHNAN STREET, LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>Council rescind Resolution 2019/274.</p> <p>Council rent the property No. 81 Loughnan Street to the local doctor at the market rental rate.</p> <p>The General Manager obtain quotations for the disposal of No. 6 Townsend Street via public auction and engage a licenced auctioneer to facilitate the sale of this property.</p> <p>Determine the reserve price for the sale of No. 6 Townsend Street.</p> <p>The Mayor and General Manager be authorised to sign the contracts of sale.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>The Director Environment, Tourism and Economic Development and Manager of Projects and Building met with the tenant of the house at No. 6 Townsend Street and have discussed the rental of No. 81 Loughnan Street.</p> <p>A report has been prepared to this Council meeting in relation to this matter.</p>	<p>ONGOING</p>
<p>JUNE 20</p>	<p>ETED</p>	<p>141/20 QUOTATION FOR REPLACEMENT ROOF - ADMINISTRATION BUILDING</p> <p>RESOLVED THAT</p> <p>Council resolve that due to extenuating circumstances tenders for the replacement of the Lachlan Shire Council Administration building roof not be invited, in accordance with Section 55(3)(i) of the Local Government Act 1993, due to the unavailability of competitive or reliable tenderers during the previous tender process for this project and that a satisfactory result would not be achieved by inviting tenders.</p> <p>Council accept the quotation received from Denis Doyle Construction Pty Ltd for the provision of a replacement roof at Councils Condobolin Administration building, and</p> <p>The General Manager be authorised to approve a Purchase Order to Denis Doyle Construction Pty Ltd for the provision of the replacement roof at the Lachlan Shire Council Administration building.</p> <p style="text-align: right;">Hall/Bendall</p>	<p>Purchase Order has been prepared and we are awaiting information from the builder before we can issue.</p>	<p>AUGUST 2020</p>

JUNE 20	ETED	<p>132/20 NETWASTE REGIONAL WASTE CONTRACT - RECEIPT OF GATE FEE INCREASE FROM VISY RECYCLING</p> <p>RESOLVED THAT</p> <p>Council apply for financial assistance, if made available, from NSW Department of Planning, Industry and Environment and the Environment Protection Authority (EPA).</p> <p>Council authorise the Mayor and General Manager to sign a Deed of Variation with JR EG Richards and affix the Council Seal (if required).</p> <p style="text-align: right;">Harris/Phillips</p>	Deed of Variation has been signed.	COMPLETE
JUNE 20	ETED	<p>123/20 AMENDMENTS TO LACHLAN SHIRE COUNCIL COMMUNITY PARTICIPATION PLAN</p> <p>RESOLVED THAT</p> <p>Council adopt the amended Community Participation Plan, as attached to this report.</p> <p>The adopted Community Participation be published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.</p> <p style="text-align: right;">Hall/Harris</p>	The adopted Community Participation Plan has been published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.	COMPLETE
JUNE 20	ETED	<p>121/20 BRANDING STRATEGY AND REBRANDING OF COUNCIL</p> <p>RESOLVED THAT</p> <p>Council endorse the preparation of a branding strategy for both Council and the visitor economy.</p> <p>A further report be presented to Council once quotations have been received in relation to the branding strategy.</p> <p style="text-align: right;">Harris/Hall</p>	A brief is currently being prepared to seek quotations.	SEPTEMBER 2020
JUNE 20	ETED	<p>120/20 LOCAL STRATEGIC PLANNING STATEMENT</p> <p>RESOLVED THAT</p> <p>Council adopt the Lachlan Shire Council Local Strategic Planning Statement, as provided in Attachment 1 to this report.</p> <p>The adopted Local Strategic Planning Statement be published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.</p> <p style="text-align: right;">Carter/Brady</p>	The adopted Local Strategic Planning Statement has been published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.	COMPLETE

MAY 20	ETED	<p>95/20 COUNCIL RESIDENCE – 123 OFFICERS PARADE, CONDOBOLIN</p> <p>RESOLVED THAT</p> <p>A Development Application be lodged to subdivide 123 Officers Parade Condobolin from Council’s current land holding;</p> <p>Authorise the Mayor and General Manager to enter into a contract for sale of No. 123 Officers Parade, Condobolin (once subdivision is complete) with a reserve price to be determined at that time.</p> <p>Investigations commence into possible replacement dwelling options and a further report be provided to Council on the outcomes of the investigation and options identified, including cost and funding implications.</p> <p style="text-align: right;">Brady/Carter</p>	<p>Plans are being prepared to excise the house block and three (3) other blocks from the remainder of the lot, all of which were approved as part of DA 2017/31 which approved the subdivision of Lot 17 in DP 228959 into twenty-three (23) lots.</p>	SEPTEMBER 2020
APR 20	ETED	<p>87/2020 COVID-19 - COMMUNITY AND ECONOMIC RESILIENCE RESPONSE</p> <p>RESOLVED THAT</p> <p>Council endorse the preparation of a resilience response program and request that Council officers move to a planning stage and that a further report be brought back to Council on proposed initiatives, the financial and resource implications associated of those initiatives which will allow Council to determine which initiatives to support.</p> <p style="text-align: right;">Hall/Brady</p>	<p>A report has been presented at this meeting addressing this matter.</p>	JULY 2020
MAR 20	ETED	<p>62/2020 AMENDMENTS TO LACHLAN SHIRE COUNCIL COMMUNITY PARTICPATION PLAN</p> <p>RESOLVED THAT</p> <p>The amended Lachlan Shire Council Community Participation Plan (CPP) be exhibited for a period of at least 42 days on Council’s website and social media platform (Facebook).</p> <p>A report be brought back to Council addressing any submissions, recommending any amendments and seeking endorsement to implement the amended CPP.</p> <p style="text-align: right;">Hall/Brady</p>	<p>As outlined above, this is now complete.</p>	COMPLETE

FEB 20	ETED	<p>34/2020 6 TOWNSEND STREET AND 81 LOUGHNAN STREET, LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>A further report be brought back to Council.</p> <p style="text-align: right;">Hall/Carter</p>	<p>Addressed in resolution above.</p>	<p>COMPLETE</p>
FEB 20	ETED	<p>33/2020 WILLOW BEND SPORTS CENTRE - LICENCE AGREEMENT</p> <p>RESOLVED THAT</p> <p>Council delegate authority to General Manager to approve amendments to the current Licence Agreement in consultation with Council’s Legal Representative, ensuring that consultation takes place with representatives from the Department of Education.</p> <p>Council invite “Expressions of Interest” for the operation and management of the Willow Bend Sports Centre.</p> <p>A further report be presented to Council with the outcomes of the expressions of interest and for Council to determine the future management arrangement of the Willow Bend Sports Centre.</p> <p style="text-align: right;">Rees/Hall</p>	<p>Revised license has been finalised as well as new draft agreement with Department of Education.</p> <p>Expressions of interest were sought to manage the facility. A report is presented to Council regarding the EOI process and seeking Council’s endorsement to engage the preferred applicant.</p> <p>Council officers have also been investigating COVID-19 requirements and how the facility can be reopened in the interim in consultation with Council’s insurers.</p>	<p>AUGUST 2020</p>
FEB 20	ETED	<p>22/2020 ABORIGINAL PROTOCOL/GUIDELINE</p> <p>RESOLVED THAT</p> <p>Council endorse the preparation of an Aboriginal Protocol/guideline and that, once prepared, a draft Aboriginal Protocol/guideline be presented to Council for further consideration.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Meetings/information sessions have been held with various Aboriginal community stakeholders in Condobolin. The feedback received has been extremely positive, with community members praising this initiative.</p> <p>Meetings are being scheduled with the</p>	<p>SEPTEMBER 2020</p>

			<p>Willow Bend community and then the Lake Cargelligo/Murrin Bridge communities, followed by Tottenham and others.</p> <p>Following these sessions a draft plan will be prepared.</p>	
FEB 20	ETED	<p>353/2019 COMPULSORY ACQUISITION OF CROWN LAND FOR THE EXPANSION OF THE WASTE FACILITY AND THE CREATION OF A NEW ACCESS ROAD AT LAKE CARGELLIGO.</p> <p>RESOLVED THAT</p> <p>Council proceed with the compulsory acquisition of the land known as Lot: 7308 and DP: 1151003 and Lot: 79 DP: 752333 for the purpose of Lake Cargelligo Waste Facility Landfill Expansion in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>Council make an application to the Minister and the Governor for approval to acquire Lot: 7308 DP: 1151003 and Lot: 79 DP: 752333 by compulsory process under section [186(1) of the Local Government Act.</p> <p>That the land is to be classified as operational land.</p> <p>Council proceed with the compulsory acquisition of the land described as Lot: 7006 DP: 1029763, Lot: 7005 DP: 1029763, Lot: 7009 DP: 1057453 and Lot: 7308 DP: 1151003 for the purpose of road access in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>Council make an application to the Minister and the Governor for approval to acquire Lot: 7006 DP: 1029763, Lot: 7005 DP: 1029763, Lot: 7009 DP: 1057453 and Lot: 7308 DP: 1151003 by compulsory process under section 177(1) of the Roads Act.</p> <p>The General Manager be delegated authority to sign the application and affix Council's Seal.</p> <p style="text-align: right;">Brady/Hall</p>	<p>Office of Local Government has confirmed application has been received and is under assessment. Additional information was requested and provided in early April.</p> <p>Now awaiting Ministerial approval.</p>	AUGUST 2020

SEPT 19	ETED	<p>275/2019 LAKEVIEW CARAVAN PARK MANAGEMENT CONTRACT</p> <p>RESOLVED THAT</p> <p>Council agree to enter into a contract with PRO Management for the management of the Lakeview Caravan Park for the period from 12 September 2019 to 31 August 2020 on the basis of a retainer of \$75,000 per year and a commission of 30% of the total operating income from the preceding month.</p> <p>The Mayor and General Manager be delegated authority to sign and affix the Council Seal to the contract documents.</p> <p style="text-align: right;">Hall/Phillips</p>	Awaiting signed copy of new contract.	AUGUST 2020
JULY 19	ETED	<p>180/2019 Notice of Motion – Honour Roll Board</p> <p>RESOLVED THAT COUNCIL</p> <p>Consult with the Heritage and Historical Societies within the Lachlan Shire in regards to an Honour Board being established that would recognise past and present names of people who have made significant contributions in the Lachlan Shire.</p> <p style="text-align: right;">Brady/Phillips</p>	Report to August Council meeting.	AUGUST 2020
FEB 18	ETED	<p>28/18 LAKE CARGELLIGO WASTE FACILITY – LAND ACQUISITION</p> <p>RESOLVED THAT:</p> <p>Approve the proposal to acquire 72,700 square metres of crown land comprising part lot 7308 DP 1151003, lot 7009 DP 1057453 and lots 7005 and 7006 DP: 1029763.</p> <p>Authorise the General Manager to lodge a Compulsory Acquisition Consent to Acquire Crown Land Application to the Department of Industry – Lands.</p> <p>The DIS provide an estimated cost of the access road to the March Ordinary Council meeting.</p> <p style="text-align: right;">Phillips/Hall</p>	<p>NSW Aboriginal Land Council has sent a letter to the Minister requesting a part withdrawal of the Aboriginal Land Claim (ALC) from respective lots identified for acquisition, resolving the ALC matter.</p> <p>Status search undertaken by NSW Crown Lands revealed no past use has extinguished or resolved Native Title. Council’s Native Title Manager is investigating the process to resolve or extinguish Native Title.</p>	AUGUST 2020

			Refer to resolutions above. The matter above needs to be resolved before the acquisition process can continue.	
DEC 2017	ETED	<p>326/17 HERITAGE COMMITTEE MEETING 22 NOVEMBER 2017</p> <p>RESOLVED THAT: Adopt the recommendations made by the Heritage Advisory Committee as follows;</p> <p>a) That Council implement a Conservation Management Plan for small rural cemeteries within the Shire.</p> <p>b) That Council award \$6,000 to Meredith Ervin for works to the NAB and residence in Lake Cargelligo; \$6,000 to Katrina & Jim Thomas for restoration works at Melrose Homestead, and \$2,000 to the Tottenham & Albert Cemetery Committee for headstone restoration.</p> <p style="text-align: right;">Rees/ Frankel</p>	<p>Melrose Homestead – funds acquitted. Cemetery funds acquitted. Ervin – works not complete and funds now no longer available. The Heritage Advisor has provided a quote for the preparation of the CCMP for \$9,900. The Heritage Advisor was initially to prepare the plan for Condobolin in December 2018. However the heritage advisor was focused on the completion of the Beech Periscope in Memorial Park and ensuring that Council submitted applications for a number of grants which were available in the heritage space, including the grant for the Aboriginal Heritage Study. The Heritage Advisor visited Tottenham, Albert and Fifield cemeteries within the week commencing 11 May 2020. Draft Plans for Albert, Tottenham, Tullibigeal and Fifield</p>	<p>2020 – Progressive delivery and completion.</p>

			have been provided by the Heritage Advisor and are being reviewed by Council Officers.	
JUNE 20	C&CS	<p>145/20 ADOPTION UPDATED DELIVERY PROGRAM 2017-2021 AND 2020-2021 OPERATIONAL PLAN, INCORPORATING THE 2020-21 OPERATING BUDGET AND FEES AND CHARGES</p> <p>RESOLVED THAT</p> <p>The updated 2017-2021 Delivery Plan and the 2020-2021 Operational Plan incorporating the fees and charges and budget for 2020-2021 be adopted, subject to any changes recommended by Council being incorporated into the documents.</p> <p>Harris/Bendall</p>	Adopted. Budget distributed to staff & uploaded to website.	COMPLETE
JUNE 20	C&CS	<p>144/20 MAKING OF THE RATES FOR 2020-2021 FINANCIAL YEAR</p> <p>Council resolve to MAKE the Rates, Annual Charges and Water Consumption Charges; and adopt the Fees and Charges for the year 1 July 2020 to 30 June 2021, as set out in the 2017 – 2021 Delivery Program, the 2020/21 Operational Plan and the 2020/2021 Budget.</p> <p>Harris/Phillips</p>	Adopted. Rates notices in process of distribution to printing house.	COMPLETE
JUNE 20	C&CS	<p>138/20 CYBER SECURITY RISK FRAMEWORK</p> <p>RESOLVED THAT</p> <p>The Cyber Security Risk Framework be adopted as presented.</p> <p>Hall/Harris</p>	Adopted.	COMPLETE
JUNE 20	C&CS	<p>137/20 UNDETECTED WATER LEAK – ASSESSMENT 1002793</p> <p>RESOLVED THAT</p> <p>Approve the request to reduce water consumption charges for the period 6 December 2019 to 22 April 2020 by \$3,867.38, including interest of \$11.48 in accordance with Council’s Undetected Water Leak Policy.</p> <p>Hall/Phillips</p>	Credit processed against ratepayer account. Correspondence to issue 9/7/20.	COMPLETE
JUNE 20	C&CS	<p>116/20 CANCELLED EVENT DONATIONS</p> <p>RESOLVED THAT</p>	Communication sent to RSL Pipe Band 9/7/20,	COMPLETE

		Council provide in principle support to the RSL Pipe Band for its 2021 event for: financial assistance of \$5,000 as previously resolved on 11 December 2019; and in kind support as per the attached request. Hall/Phillips	informing of outcome as per resolution.	
JUNE 20	C&CS	115/20 YOUTH SERVICES REPORTS – QUARTERLY REPORT JANUARY TO MARCH 2020 RESOLVED THAT Council provide feedback on the contents of the report for the Western Plains Regional Development Committee. Brady/Phillips	Complete	COMPLETE
JUNE 20	C&CS	114/20 BUSH BURSARY SCHOLARSHIP PROGRAM 2020 RESOLVED THAT Council approve to provide in principle support to the Bush Bursary program subject to the 2020.2021 budget being adopted: Financial contribution of \$3,000 + GST for the 2020.2021 financial year and In kind support to facilitate the local placements. Hall/Carter	Communication sent to program on 6/7/20 advising of outcome as per resolution. Budget allocation provided for.	COMPLETE
JUNE 20	C&CS	113/20 POLICY REVIEWS – CREDIT CARD AND ASSET ACCOUNTING POLICY RESOLVED THAT The revised Corporate Credit Card Policy be adopted. The revised Asset Accounting Policy be adopted. Carter/Hall	Copies distributed to staff.	COMPLETE
JUNE 20	C&CS	106/20 DONATION REQUESTS RESOLVED THAT That Council donate \$200.00 to Speak Up Central West. That Council donate \$2000.00 to the Condobolin Public School. MOTION Moved: Cr Melissa Blewitt Seconded: Cr Peter Harris	Communication sent to Speak UP Central West, advising of outcome as per resolution.	COMPLETE

	<p>Upon voting the motion was lost.</p> <p>RESOLUTION 2020/107</p> <p>Moved: Cr Dennis Brady Seconded: Cr Mark Hall</p> <p>1. That Council decline to donate to the school \$7168.00 and a report be brought back to Council detailing the costs for the program for all schools across the shire.</p> <p>Councillor Blewitt and Councillor Harris asked for their names to be recorded against the motion.</p> <p style="text-align: right;">CARRIED</p> <p>RESOLUTION 2020/108</p> <p>Moved: Cr Mark Hall Seconded: Cr Brian Nelson</p> <p>That Council not donate to the Live Better/Condobolin's Men Shed and that Council investigate another option for the location the of Condobolin's Men Shed.</p> <p>Councillor Blewitt asked for her name to be recorded against the motion.</p> <p style="text-align: right;">CARRIED</p> <p>Councillor Phillips left the meeting at 3:08pm Councillor Phillips returned to the meeting at 3:09pm</p> <p>RESOLUTION 2020/109</p> <p>Moved: Cr Dave Carter Seconded: Cr Dennis Brady</p> <p>That Council donate to the Sports Club Condobolin \$797.00 and that the Sports Club pay for the remaining charges for the Development Application.</p> <p>Councillor Blewitt asked for her name to be recorded against the motion.</p> <p style="text-align: right;">CARRIED</p> <p>RESOLUTION 2020/110</p> <p>Moved: Deputy Mayor Paul Phillips Seconded: Cr Melissa Blewitt</p>	<p>Communication sent to Meg Norrie Condobolin Public school advising of deferral and invitation to speak at next council meeting.</p> <p>Communication sent to Live Better advising of council resolution.</p> <p>Communication sent to Condobolin Sports Club, advising of outcome as per resolution.</p> <p>Communication sent to Ronald McDonald House advising of outcome as per resolution.</p>	<p>IN PROGRESS</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p>
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		<p>That Council donate \$500 to Ronald McDonald House</p> <p style="text-align: right;">CARRIED</p> <p>RESOLUTION 2020/111 Moved: Cr Dennis Brady Seconded: Cr Peter Harris</p> <p>That Council donate \$950 to the Condobolin Trike and Railway Museum</p> <p style="text-align: right;">CARRIED</p> <p>That Council donate \$1000.00 to the Cargelligo Wetlands and Lakes Council Inc. and in addition write to the Cargelligo Wetlands and Lakes Council Inc. and ask them to fill out and return the paperwork for the additional funds requested as per the donation policy.</p> <p style="text-align: right;">CARRIED Harris/Phillips</p>	<p>Communication sent to Trike and Rail Museum advising of outcome as per resolution.</p> <p>Communication sent to Cargelligo Wetlands and Lakes Council Inc. advising of resolution and requesting form be completed for all donations over \$1,000.</p> <p>This form was sent prior to June Council meeting but was never completed & returned to Council.</p>	<p>COMPLETE</p> <p>IN PROGRESS</p>
MAY 20	C&CS	<p>102/20 RATES AND CHARGES DONATIONS 2019/20</p> <p>RESOLVED THAT That the report be deferred until June 2020.</p> <p style="text-align: right;">Hall/Brady</p>	<p>Correspondence sent to applicant advising that request deferred to June meeting.</p>	JULY 2020
MAY 20	C&CS	<p>82/20 DRAFT DELIVERY AND OPERATIONAL PLAN, INCORPORATING THE 2020-21 OPERATING BUDGET</p> <p>RESOLVED THAT Subject to any changes Council wishes to make being incorporated, the draft Operational Plan, Delivery Program and budget documents for the 2020.2021 financial year be placed on public exhibition for 28 days as required under the Local Government Act 1993 section 405.</p> <p style="text-align: right;">Brady/Harris</p>	<p>Budget adopted 29/6/20.</p>	COMPLETE

MAY 20	C&CS	<p>81/20 REVIEW OF DEBT RECOVERY POLICY AND HARDSHIP POLICY</p> <p>RESOLVED THAT</p> <p>The revised Debt Recovery Policy be placed on public exhibition for 42 days.</p> <p>The revised Hardship Policy be placed on public exhibition for 42 days.</p> <p>Following expiry of the public exhibition period the Director of Corporate and Community Services prepare a report for Council’s consideration summarising the details of any public submissions received for Council’s further consideration prior to adoption of these policies.</p> <p>When the policies are placed on public exhibition that the public is advised that the policy will be overridden by State Government legislation in relation to Covid-19, until that legislation is lifted.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Debt recovery and hardship policies have been placed on public submission.</p>	JULY 2020
APR 20	C&CS	<p>94/2020 YOUTH SERVICES – CONTRACTUAL SERVICES</p> <p>RESOLVED THAT</p> <p>Continue to pay WPRD, \$50,000 a year towards their administrative component.</p> <p>Continue to fund the Youth Services Component to WPRD less any money that they may receive by the Australian Government’s Jobkeeper payment.</p> <p>Due to extenuating circumstances as a result of COVID-19 and the unlikely event of obtaining a satisfactory result in calling new tenders for a Youth Services provider Council resolve in accordance with clause 55 3(i) of the Local Government Act 1993 to extend the existing Youth Services contract with WPRD to 30 June 2021.</p> <p style="text-align: right;">Hall/Harris</p>	<p>Phone calls & emails to WPRD re this resolution. Other than one follow up phone call from the WPRD book keeper, no further communication. Meeting scheduled for 17/6/20 with WPRD EO, Youth Project Manager & DCCS to commence negotiations.</p> <p>11/7/ 20 Meeting held with GM, DCCS, WPRD EO & WPRD Book keeper</p> <p>Correspondence issued to WPRD. EO WPRD to meet with Youth Project Manager when Heather comes off sick leave to discuss options for youth events that can meet Covid social distancing requirements & level of staffing available.</p>	<p>PAYMENT COMPLETE</p> <p>CONTRACT NEGOTIATIONS IN PROGRESS</p>

			Payment to WPRD for April to June 20 youth services funding to be made on 9/7/20.	
APR 20	C&CS	<p>84/2020 PROCUREMENT, LOCAL PREFERENCE AND ASSET DISPOSAL POLICIES</p> <p>RESOLVED THAT</p> <p>Council approve the public exhibition of the newly created Procurement Policy, the revised Local Preference Purchasing Policy and the newly created Disposal of Asset Policy for a period of 42 days.</p> <p>Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report to Council summarising the details of any submissions received regarding the proposed policies for the consideration of Council when adopting the draft policies.</p> <p>Council resolve to extinguish the Procurement and Disposal Policy as it will be replaced by the draft policies detailed in this report.</p> <p>The Local Preference rates be increased to 10% or a maximum of \$25,000.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>The three policies have been placed on public submission for 42 days with documents available across Condobolin, Lake Cargelligo, Tullibigeal and Tottenham.</p> <p>Submissions will be accepted until 4:30pm on 22 June 2020. To go to the July council meeting for adoption.</p>	IN PROGRESS JULY 2020
APR 20	C&CS	<p>81/2020 DRAFT CAPITAL BUDGET 20.21</p> <p>RESOLVED THAT</p> <p>Council authorise the draft capital budget v2, for the 20.21 financial year, to be placed on public exhibition and invite community submissions on the document.</p> <p>The Director of Corporate and Community Services prepare a further report detailing any submissions or comments received on the draft budget for Council's consideration at the June Council meeting.</p> <p style="text-align: right;">Hall/Harris</p>	Budget adopted 29/6/20.	COMPLETE
APR 20	C&CS	<p>80/2020 BUDGET 20.21 DRAFT FEES AND CHARGES</p> <p>RESOLVED THAT</p>	Budget adopted 29/6/20.	COMPLETE

		<p>The draft fees and charges for the 2020.2021 financial year be placed on public exhibition for 28 days as required under the Local Government Act 1993 sections 610F and 705.</p> <p style="text-align: right;">Hall/Harris</p>		
APR 20	C&CS	<p>78/2020 REVIEW OF DEBT RECOVERY</p> <p>RESOLVED THAT</p> <p>The revised Debt Recovery Policy be placed on public exhibition for 42 days.</p> <p>The revised Hardship Policy be placed on public exhibition for 42 days.</p> <p>Following expiry of the public exhibition period the Director of Corporate and Community Services prepare a report for Council’s consideration summarising the details of any public submissions received for Council’s further consideration prior to adoption of these policies.</p> <p style="text-align: right;">Harris/Hall</p>	As per May resolution 81/20	JULY 2020
APR 18	C&CS	<p>88/18 UPDATE ON PROVISION OF YOUTH SERVICES BY WESTERN PLAINS REGIONAL DEVELOPMENT INC.</p> <p>RESOLVED THAT</p> <p>Council continue to look for suitable venues and funding.</p> <p style="text-align: right;">Frankel/Hall</p>	Discussion with EO, WPRD re applying for grant funding for new youth centre.	ONGOING
MAR 19	C&CS	<p>2019/53 OUTSTANDING RATES & CHARGES</p> <p>A report outlining the approach to be undertaken regarding debt recovery, including recommended action to pursue debt recovery processes in specific cases, be reported in detail at a future Council Meeting.</p>	Discussed with Council at July Strategic Briefing.	JULY 2020
JUNE 20	IS	<p>149/20 LAKE CARGELLIGO WATER TREATMENT PLANT – ULTRA FILTRATION SKIDS PIPEWORK REPLACEMENT</p> <p>RESOLVED THAT</p> <p>The proposal and quotation of Laurie Curran Water P/L for repairs to Lake Cargelligo Water Treatment Plant – Ultra Filtration Skids Pipework Replacement in the amount of \$225,143 (ex. GST) be accepted.</p> <p>The General Manager issue a purchase order for the repairs.</p> <p style="text-align: right;">Harris/Bendall</p>	Contractor engaged. Works Commenced.	OCTOBER 2020

JUNE 20	IS	<p>146/20 ROAD MAINTENANCE COUNCIL CONTRACT</p> <p>RESOLVED THAT</p> <p>Council enter into a Road Maintenance Council Contract with Transport for New South Wales and authorise the General Manager to sign the relevant contract documents.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Contract Document signed and returned to TfNSW</p>	AUGUST 2020
JUNE 20	IS	<p>139/20 QUOTATION ASSESSMENT – TULLIBIGEAL VILLAGE MAINTENANCE</p> <p>RESOLVED THAT</p> <p>The staff reassess the quotations based on additional information provided regarding contractor experience.</p> <p>Staff renegotiate the quotation with the preferred contractor.</p> <p>The General Manager be delegated authority to sign and execute the agreement.</p> <p style="text-align: right;">Phillips/Bendall</p>	<p>Confirmation from the existing Contractor was received regarding the Scope of Works and a revised Quotations was submitted. Quotations reassessed and Contract Executed.</p>	COMPLETE
JUNE 20	IS	<p>136/20 TENDER ASSESSMENT - TERM PANEL FOR PROJECT MANAGEMENT SERVICES</p> <p>RESOLVED THAT</p> <p>Council endorse the establishment of a schedule of rates term panel contract from 1 July 2020 until 30 June 2023 for Project Management Services with the following contractors included on the panel:</p> <ul style="list-style-type: none"> (a) Genium Civil Engineering Pty Ltd (b) Lackon Pty Ltd (c) Basec Project Management Services (d) Saba Civil Management and Consulting Pty Ltd (e) GHD Pty Ltd (f) G. Burrett (g) CT Management Group (h) Lambert Rehbein Pty Ltd (i) Lyons Advantage (j) APP Corporation Pty Ltd <p>The Mayor and General Manager be delegated authority to execute the contract documents and affix the Council Seal.</p>	<p>Successful and unsuccessful notifications were made. Contract documents have been sent and awaiting return for execution.</p>	AUGUST 2020

		Hall/Carter		
JUNE 20	IS	<p>135/20 TENDER ASSESSMENT – TOTTENHAM POOL OPERATIONS</p> <p>RESOLVED THAT</p> <p>In accordance with section 178 (1) (b) of the NSW Local Government (General) Regulation 2005 Council decline to accept any of the tenders.</p> <p>In accordance with section 178 (3) (e) of the NSW Local Government (General) Regulation 2005 Council enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.</p> <p>In accordance with section 178 (4) of the NSW Local Government (General) Regulation 2005 Council resolves</p> <p>(a) (i) not to invite fresh tenders or applications due to the short time period before the service must commence having regard to the required tender period.</p> <p>(a) (ii) and the unlikely event that calling fresh tenders will result in any new tenders being received.</p> <p>(b) Council enter into negotiations with the current contractor in order to understand the reasons for the escalation in the cost above CPI rates in managing the swimming pool, since the last contract was awarded.</p> <p>5. A further report be presented to Council on the outcome of the negotiations.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>Negotiations completed with a revised price submitted.</p> <p>Reported to July Council Meeting.</p>	COMPLETE
JUNE 20	IS	<p>134/20 TENDER ASSESSMENT – LAKE CARGELLIGO POOL OPERATIONS</p> <p>RESOLVED THAT</p> <p>In accordance with section 178(1) (b) of the NSW Local Government (General) Regulation 2005 Council decline to accept any of the tenders.</p> <p>In accordance with section 178 (3) (e) of the NSW Local Government (General) Regulation 2005 Council enter into negotiations with any person (whether or not</p>	<p>Negotiations completed with a revised price submitted.</p> <p>Reported to July Council Meeting.</p>	COMPLETE

		<p>the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.</p> <p>In accordance with section 178 (4) of the NSW Local Government (General) Regulation 2005 Council resolves</p> <p>(a) (i) not to invite fresh tenders or applications due to the short time period before the service must commence having regard to the required tender period.</p> <p>(a) (ii) and the unlikely event that calling fresh tenders will result in any new tenders being received.</p> <p>(b) Council enter into negotiations with the current contractor in order to understand the reasons for the escalation in the cost above CPI rates in managing the swimming pool, since the last contract was awarded.</p> <p>A further report be presented to Council on the outcome of the negotiations.</p> <p style="text-align: right;">Phillips/Hall</p>		
JUNE 20	IS	<p>133/20 TENDER ASSESSMENT – CONDOBOLIN POOL OPERATIONS</p> <p>RESOLVED THAT</p> <p>In accordance with section 178 (1) (b) of the NSW Local Government (General) Regulation 2005 Council decline to accept any of the tenders.</p> <p>In accordance with section 178 (3) (e) of the NSW Local Government (General) Regulation 2005 Council enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.</p> <p>In accordance with section 178 (4) of the NSW Local Government (General) Regulation 2005 Council resolves</p> <p>(a) (i) not to invite fresh tenders or applications due to the short time period before the service must commence having regard to the required tender period.</p> <p>(a) (ii) and the unlikely event that calling fresh tenders will result in any new tenders being received.</p> <p>(b) Council enter into negotiations with the current contractor in order to understand the reasons for the escalation in the cost above CPI rates in managing the swimming pool, since the last contract was awarded.</p> <p>A further report be presented to Council on the outcome of the negotiations.</p>	<p>Negotiations completed with a revised price submitted.</p> <p>Reported to July Council Meeting.</p>	COMPLETE

		Brady/Nelson		
MAY 20	IS	<p>100/20 LAKE CARGELLIGO AERODROME GRAZING LICENCE - EXPRESSIONS OF INTEREST</p> <p>RESOLVED THAT</p> <p>The offer of \$3,300 (Inc. GST) from Mr & Mrs Johnson for a 12 month grazing licence at the Lake Cargelligo Aerodrome be accepted.</p> <p>Council authorise to the General Manager to enter into a short term grazing licence with Mr & Mrs Johnson</p> <p>Blewitt/Brady</p>	Executed licence returned	COMPLETE
MAY 20	IS	<p>88/20 FY1920 ROAD CAPITAL WORKS PROGRAM (AMENDED)</p> <p>RESOLVED THAT COUNCIL</p> <p>Approve the proposed variation to the construction program as detailed in the Report No. R20/111.</p> <p>Rees/Phillips</p>	Revised construction program in progress.	AUGUST 2020
APR 20	IS	<p>97/2020 TEMPORARY (SALE) TRANSFER OF UNUSED HIGH SECURITY WATER ALLOCATION LICENCES FY1920</p> <p>RESOLVED THAT</p> <p>Resolve to temporarily transfer (sell) 374ML of high security water licence on the open market in FY1920;</p> <p>Resolve, in accordance with section 55(3)(i) of the Local Government Act 1993, not to call tenders for the temporary transfer of 374ML of high security water due to extenuating circumstances around the time critical sale, remoteness of locality and that a more satisfactory result would not be achieved by inviting tenders.</p> <p>Council delegate authority to the Mayor and General Manager to negotiate the sale of the temporary transfer of the high security water allocation licences, with a minimum value of \$450 per ML.</p> <p>Brady/Phillips</p>	Report to the July Council Meeting confirming the sale at a reduced price of \$167.65 per ML. Resolution requested to Confirm Action.	COMPLETE

APR 20	IS	<p>91/2020 NOTICE OF MOTION - CRICKET NETS LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>The cricket practice nets proposed for construction at the Lake Cargelligo Recreation Ground be relocated to the south west corner of the Lake Cargelligo Central School recreational grounds.</p> <p>Item 1 be subject to an appropriate signed Memorandum of Understanding with the NSW Department of Education.</p> <p style="text-align: right;">Phillips/Hall</p>	<p>DRAFT MOU has been sent to DET. Awaiting response.</p>	AUGUST 2020
MAR 20	IS	<p>71/2020 TENDER-SEWER REHABILITATION SERVICES</p> <p>RESOLVED THAT</p> <p>Council resolves to accept the offer from Interflow in the schedules of rates submitted with their offer for Sewer Rehabilitation Services Contract for the term contract from 1 November 2018 to 31 October 2020, with an optional 12 month extension;</p> <p>Council resolves to extend the contract by the optional 12 month extension in October 2020 subject to satisfactory contractor performance;</p> <p>The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal for both the two year contract and the 12 month extension.</p> <p style="text-align: right;">Phillips/Harris</p>	<p>Council have contacted CNSWJO to execute the sewer rehabilitation services contract.</p>	AUGUST 2020
MAR 20	IS	<p>70/2020 TENDER ASSESSMENT - IFT T2019/14 LACHLAN SHIRE COUNCIL INTEGRATED WATER CYCLE MANAGEMENT STRATEGY</p> <p>RESOLVED THAT</p> <p>Decline to accept any of the tenders submitted in response to the IFT2019/14 Lachlan Shire Council Integrated Water Cycle Management Plan;</p> <p>Authorise the General Manager or their delegate to enter into direct negotiations with any person with a view to entering a contract in relation to the subject matter of the IFT;</p> <p>Council note that the reason for entering into direct negotiations is that it is not expected that further market testing will provide a more satisfactory result;</p>	<p>Revised proposal was received from PWA. Comments received from DPIE. Awaiting formal response from PWA. Once received the assessment will be detailed in a Report to Council.</p>	AUGUST 2020

		<p>Following the completion of further negotiations the Director of Infrastructure services present a further report for Council’s consideration.</p> <p style="text-align: right;">Nelson/Harris</p>		
FEB 20	IS	<p>26/2020 LAKE CARGELLIGO AERODROME GRAZING LICENCE</p> <p>RESOLVED THAT</p> <p>Council rescind resolution 2017/200</p> <p>Expressions of Interest be publicly advertised for a short term grazing licence over the vacant land at the Lake Cargelligo Aerodrome.</p> <p>Council delegate authority to the General Manager to enter into a short term grazing licence (12 months) with the preferred party.</p> <p>Council enter a month by month lease with Steve and Jan Johnston in the interim whilst we publicly advertise for tenders for a short term grazing licence if the relevant legislation allows this to occur.</p> <p style="text-align: right;">Harris/Phillips</p>	Executed licence returned.	COMPLETE
NOV 19	IS	<p>331/2019 MINOR PROJECT –RNSW1606 CONDOBOLIN TRUCK WASH UPGRADE</p> <p>RESOLVED THAT</p> <p>A grant application be submitted to Round 2 of Fixing Country Roads 2019 for the \$321,000 additional funds required for the Condobolin Truck Wash Upgrade;</p> <p>The Restart NSW be advised that Council is applying for additional funds and a request be made for an extension of time for the current funding deed.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Application submitted to Fixing Country Roads 2019 Round 2 at end December. No announcement to date.</p> <p>Application was submitted to HVSP in May 2020. No announcement to date.</p>	SEPTEMBER 2020
OCT 19	IS	<p>294/2019 FY1920 ROADWORKS MONTHLY UPDATE FOR COUNCIL</p> <p>That the Director for Infrastructure bring back a traffic count report to Council at a future meeting for Slee Street, Fifield.</p> <p style="text-align: right;">Bendall/Carter</p>	Traffic count underway. First set of data downloaded.	AUGUST 2020
AUG 19	IS	<p>221/2019 LAKE CARGELLIGO SKATE PARK TOILET OPTIONS</p> <p>RESOLVED THAT</p>	Lake Cargelligo Swimming Pool Amenities design has incorporated an external toilet in the new building.	COMPLETE

		<p>Council adopt the single uni-sex ambulant toilet as the preferred option and consider funding the installation and cleaning costs of the new toilet block in future budgets.</p> <p style="text-align: right;">Hall/Blewitt</p>		
JULY 19	IS	<p>179/2019 NOTICE OF MOTION – J.BRADY BRIDGE</p> <p>RESOLVED THAT</p> <p>Council investigate the protocol of changing the name from J. Brady Bridge to the Jack Brady Bridge and bring a report back to Council.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>Incorrect signage was delivered. Correct signage is being tracked down from the manufacturer.</p>	AUGUST 2020
APR 17	IS	<p>86/17 PARKS, RESERVES & RECREATIONAL FACILITIES – 5 YEAR STRATEGIC PLAN</p> <p>RESOLVED THAT</p> <ol style="list-style-type: none"> 1. Council support the development of a strategic plan for its parks, reserves and recreational facilities using in house staff for the period FY18/19 to FY22/23. 2. Director Infrastructure Services and Manager Recreation submit a draft strategic plan for Council consideration before 1 July 2018. <p style="text-align: right;">Hall/Carter</p>	<p>Crown Lands have been requested to reconsider their determination for a number of reserves. Council report in next month's Business paper with current draft POM's.</p>	SEPTEMBER 2020
MAR 19	IS	<p>2019/54 ASSET MANAGEMENT PLANS - TRANSPORT, WATER, SEWER, BUILDING, RECREATION</p> <ol style="list-style-type: none"> 1. Council defer advertising the AMP until the schedule of actions are inserted into the document. 2. Council note the summary of key issues raised in the asset management plans as identified in this report. <p>Council consider the need to increase funding for local roads and potentially other asset classes like buildings (while maintaining a financially sustainable position) as part of the next revision of its Long Term Financial Plan.</p>	<p>Four Year Forward Works Program received from Roads Manager and Six Year Forward Works Program received from Utilities Manager. Same requested of Recreation Manager. Ten Year Capital Works Program to be reported to July Council meeting.</p>	SEPTEMBER 2020

7.3 LOCAL ROAD AND COMMUNITY INFRASTRUCTURE GRANT

TRIM Number: R20/189

Author: General Manager

PURPOSE

To inform Council of a recent Federal Government announcement that an additional grant of \$2,128,508 has been allocated to Lachlan Shire Council. The aim of the grant is to assist a community led recovery from COVID-19 by supporting local jobs, firms and suppliers in the hope that stimulus funding will flow into local communities.

SUPPORTING INFORMATION

LRCI Grant – Letter of Offer

LRCI Grant - Agreement

BACKGROUND

On 3 July 2020 written advice was received from the Federal Department of Infrastructure, Transport, Regional Development and Communication that Council had been allocated a grant on \$2,128,508 under the Local Road and Community Infrastructure program. To accept the offer the Funding Agreement must be signed and returned as per the letter of offer.

ISSUES AND COMMENTS

The Funding Agreement imposes restrictions on the type of projects and activities that the funding can be used for. Construction of any approved projects must be completed by 30 June 2021 unless 50% or less of the project cost is funded from the LRCI program. Under these circumstances eligible projects must be completed by 30 June 2022.

Eligible community infrastructure projects are defined in the Funding Agreement as:

“5.6 Eligible community infrastructure projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public. Projects that involve the construction, maintenance and/or improvements to state/territory and crown owned land/assets and Commonwealth owned land/assets, can also be Eligible Projects where the Council can confirm that they have the authority of the land or asset owner to undertake the project at the nominated site(s) and the sites are accessible to the public (including natural assets).

5.6.1 These projects must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

5.6.1.1 Closed Circuit TV (CCTV);

5.6.1.2 bicycle and walking paths;

5.6.1.3 painting or improvements to community facilities;

5.6.1.4 repairing and replacing fencing;

5.6.1.5 improved accessibility of community facilities and areas;

5.6.1.6 landscaping improvements, such as tree planting and beautification of roundabouts;

5.6.1.7 picnic shelters or barbeque facilities at community parks;

5.6.1.8 playgrounds and skate parks (including all ability playgrounds);

5.6.1.9 noise and vibration mitigation measures; and

5.6.1.10 off-road car parks (such as those at sporting grounds or parks).”

As Council has a substantial road construction program already scheduled for the next 2 years, with projects already funded through other grant programs, it is unlikely that further road projects could be completed within the LRCI funding deadline of 30 June 2021. Therefore, consideration should be given to allocating this funding to community infrastructure projects and, in particular, bringing forward projects from future years. This will have the effect of potentially improving the projected future deficit budgets in Council's Long Term Financial Plan, provided additional projects are not then added back into those future years.

Additionally, a portion of the grant funding could also be allocated to projects that reduce Council's ongoing operating costs, such as the energy project discussed at Council's July Strategic Briefing. It is estimated that an investment of \$1,045,000 into Solar PV projects, at 11 sites, will produce projected recurrent energy savings of \$123,000 p.a.

If the LRCI funds are used for additional new projects that do not reduce Council's ongoing operational costs, renew existing infrastructure or include the delivery of projects already listed in Council's Long Term Financial Plan, this could adversely impact Council's future financial sustainability. This is due to the impact of unfunded whole of life costs to operate and maintain additional infrastructure and increased depreciation costs.

Unfortunately Council's proposed Works Depot project appears to be ineligible for this program.

FINANCIAL AND RESOURCE IMPLICATIONS

Careful consideration should be given to the community infrastructure delivered with the additional grant funding. Projects that reduce ongoing operational costs, replace existing infrastructure or are brought forward from Council's current Long Term Financial Plan should be given priority over ad hoc opportunistic projects that will impact on Council's future operating budget through increased operating costs, unplanned whole of life costs and increased depreciation.

Given the existing extensive road construction and maintenance program planned for the next 2 years these funds should be directed to community infrastructure projects rather than road programs.

LEGAL IMPLICATIONS

LRCI Funding Agreement.

RISK IMPLICATIONS

The additional funding will place increased demand on Council's resources to deliver the eligible projects by the funding agreement deadline of 30 June 2021. Some project expenditure such as internal project management costs may be ineligible for funding under the grant agreement.

STAKEHOLDER CONSULTATION

Nil

OPTIONS

1. Accept the grant funding and determine a program of community infrastructure projects from the existing Long Term Financial Plan.
2. Accept the grant funding and determine a program of projects comprising a mixture of local road and community infrastructure projects.
3. Not accept the grant funding

CONCLUSION

Council has been offered an additional \$2,128,508 under the Federal Government Local Road and Community Infrastructure Program. Eligible projects must be completed by 30 June 2021. Council should determine a list of suitable projects having regard to the project whole of life costs and future budget implications.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 4.2 - Strong Responsive and Effective Council

DP No. 4.2.1 – Council is financially sustainable and provides services at a level expected by the community

ATTACHMENTS

1. **LRCI Letter of Offer**
2. **LRCI Funding Agreement**
3. **LSC - Solar Options Report**

RECOMMENDATION

That:

1. The General Manager's Report No. 20/189 be received and noted.
2. The General Manager be authorised to sign the Local Roads and Community Infrastructure Funding Agreement.
3. Council nominate the installation of a Solar PV energy project at 11 Council owned sites as a project under the Local Road and Community Infrastructure Program.
4. The Executive Leadership Team review Council's Long Term Financial Plan and identify suitable Council funded future work projects that meet the program eligibility criteria and can be brought forward for delivery by 30 June 2021.
5. The projects identified by the Executive Leadership Team be submitted to the Department of Infrastructure, Transport, Regional Development and Communication for consideration and approval.
6. A further report be presented to Council providing information on the projects submitted for funding under the Local Road and Community Infrastructure Program.



Office of
Local Government

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A702526
Your Reference:
Contact: Program Delivery
Phone: 02 4428 4100

Mr Greg Tory
General Manager
Lachlan Shire Council
PO Box 216
CONDOBOLIN NSW 2877

29 May 2020

By email: council@lachlan.nsw.gov.au

Dear Mr Tory

I am writing to you about the 'COVID-19 Local Government Economic Stimulus Package' (Stimulus Package).

I am pleased to provide Lachlan Shire Council (Council) with the funding agreement that will enable it to benefit from those parts of the package that are relevant to its needs. The current elements of the package are:

- \$32.76 million to provide a grant to each council to cover the cost of the FY2020-21 increase in the Emergency Services Levy.
- \$112.5 million to fund a Council Job Retention Allowance Subsidy.
- Greater access to the TCorp Local Government Lending Facility
- TCorp granting deferrals of principal and interest on existing loans upon request for six months.
- The NSW Treasurer providing to any council, conditional on Treasury's analysis and approval upon application, a "deed of indemnity for and on behalf of the Crown in right of the State of NSW", to assist councils to secure commercial bank loan.

It is requested that Council return the signed funding agreement to the Office of Local Government (OLG) by **COB 24 June 2020**. It is important to note that Council will not be able to access any element of the package until a signed agreement has been received and accepted by OLG.

Should you have any questions, or wish to discuss this matter please call OLG's Program Delivery Team on 02 4428 4100 or email to olg@olg.nsw.gov.au.

Yours sincerely

Tim Hurst
Deputy Secretary, Local Government, Planning and Policy
Office of Local Government

Enc

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046



Strengthening local government



Funding Agreement

COVID-19 Economic Stimulus Package

Between

Lachlan Shire Council

and

Department of Planning, Industry and Environment

Office of Local Government



Between:

1. **The Lachlan Shire Council (Council) and;**
2. **Tim Hurst, Deputy Secretary, Local Government, Planning and Policy, Office of Local Government, Department of Planning, Industry and Environment (OLG) (ABN 20 770 707 468) for and on behalf of the Crown in right of the State of New South Wales, 5 O'Keefe Avenue, NOWRA NSW 2541.**

Background

The NSW Government has approved a COVID-19 economic stimulus package (*Stimulus Package*) that is directed to safeguarding jobs, services and infrastructure delivery at the State's 128 local councils.

The package currently has four elements:

- *The Council Job Retention Allowance Subsidy*
- Funding to meet councils' increase in the emergency services levy for 2020-21
- Access to low-interest, infrastructure loans from TCorp in line with TCorp's credit criteria
- Access to a *Crown indemnity* for commercial borrowings, subject to meeting certain requirements.

Council's access to all or any part of the package is contingent on it entering into this funding agreement.

The Parties Agree:

1 Definitions and interpretation**1.1 Definitions**

Agreement means this funding agreement including the Attachments and any documents incorporated into this agreement by reference.

Application means Council's Financial Stimulus Eligibility Return and any supporting documents submitted to OLG for the purpose of allowing OLG to assess Council's eligibility to participate in the Council Job Retention Allowance Subsidy.

Authorisation includes:

- (a) any consent, registration, filing, agreement, notarisation, certificate, licence, approval, permit, authority or exemption from by or with a governmental agency; or
- (b) any consent or authorisation regarded as given by a government agency due to the expiration of the period specified by a statute within which the government agency should have acted if it wished to proscribe or limit anything already lodged, registered or notified under that statute.

Business Day means for all other purposes, a day on which banks are open for business in Sydney excluding a Saturday, Sunday or public holiday.

Council Job Retention Allowance Subsidy means the subsidy described in the *Guidelines*.

Crown Indemnity means the “deed of indemnity for and on behalf of the Crown in right of the State of NSW” provided by the NSW Government to assist councils to secure a commercial bank loan (conditional on Treasury’s analysis and approval upon application).

Date of this Agreement means the date shown on the Execution Page or if it is not dated the date the OLG signs this Agreement.

Dollars, A\$ and \$ means the lawful currency of the Commonwealth of Australia.

DPIE means Department of Planning, Industry and Environment.

Eligible council is a council who has entered into this agreement and which is deemed by OLG to meet the eligibility criteria, as set out in *Guidelines*, as defined in this Agreement.

ESL means the Emergency Services Levy payable annually to Revenue NSW.

Event of Default means any event specified as such in this Agreement.

Acquittal means any acquittal of the described in the *Guidelines*.

GST means the goods and services tax levied under *A New Tax System (Goods and Services Tax) Act 1999 (GST Act)* or any successor Act.

GST Law means *A New Tax System (Goods and Services Tax) Act 1999*, or if that Act does not exist for any reason, means any Act imposing or relating to a GST and any regulation made under such Acts.

Guidelines means the Job Retention Allowance Subsidy Guidelines dated May 2020 as may be varied and any subsequent guidelines issued by OLG that it determines are applicable to the operation of the Stimulus Package or its individual elements (or if replaced by a later version, that later version).

Joint organisation means a joint organisation established under Part 7 of Chapter 12 of the *Local Government Act 1993*.

OLG means Office of Local Government, **Department of Planning, Industry and Environment**

T-Corp loan facility means a facility provided to the council by T-Corp including:

- a) an expansion of the lending limit to councils with a corresponding Crown Indemnity by the NSW Government;
- b) expanding eligibility to allow a council to access the facility for the next six months (subject to meeting TCorp’s Credit Policy); and
- c) TCorp granting deferrals of principal and interest on existing loans upon request for the next six months.

1.2 Business Day

Unless otherwise specified in this Agreement, where the day on or by which any thing is to be done is not a Business Day, that thing must be done on or by the preceding Business Day.

2 Term

This agreement continues to have effect until Council has fulfilled its obligations under the Guidelines and this Agreement.

3 General obligations of Council

To access any part of the Council Stimulus Package, Council must:

COVID-19 Economic Stimulus Package | 3

- 3.1 Comply with any Guidelines, as defined in this Agreement.
- 3.2 If a member of a member of a joint organisation (JO), continue to support that JO's continued operations, including with necessary funding contributions, for a period of two years from the date of this agreement.
- 3.3 Not use the proceeds of any new TCorp loan for capital works on buildings used solely for administrative purposes or council chambers, for a period of two years from the date of this Agreement, except where such works:
- (a) have a capital value of less than \$1,000,000; or
 - (b) is required to be carried out in an emergency; or
 - (c) is for maintenance.
- 3.4 Pay any ESL invoices issued to the Council in full to Revenue NSW by the due date.
- 3.5 Compliance with law**
- Council must comply with all legislative and regulatory requirements that may apply in relation to the application of the funding received, and if applied to a project, including obtaining all necessary approvals, licences and permissions.
- 3.6 Monitoring of Agreement**
- (a) Council agrees to supply OLG with any required certificates, documents or other information specified in the Guidelines, within any time period stipulated in the Guidelines.
 - (b) Council acknowledges that OLG may maintain regular contact with Council to monitor the performance of this Agreement and any related activity and agrees to co-operate with OLG in the performance of this role.
 - (b) The OLG may at any time request information from Council in connection with this Agreement, and Council must supply any such information promptly upon request.
 - (c) Nothing in this Agreement displaces obligations on the Council under the *Local Government Act 1993* or precludes the OLG from exercising functions and powers available to it under that Act.
- 3.7 Independent verification**
- Council must promptly, at its own cost, provide all documents, and information reasonably required by the OLG or its auditor for the purpose of enabling the OLG to compile and have audited an aggregate statement of expenditure which pertains to aggregate financial outcomes for all Councils funded by the Stimulus Package.
- 3.8 Records**
- (a) Council must ensure that all legally required financial and operational records and any other records stipulated in the Guidelines are kept and maintained as required.
 - (b) Council must retain the records, registers and reports referred to throughout the Term and for seven (7) years after the expiry or termination, of this Agreement.
- 3.9 Inspection**
- Council agrees that the OLG or its appointed nominee may access any required records at any reasonable time, upon giving Council reasonable notice.

3.10 Audit

- (a) An audit of any aspect of Council's compliance with this Agreement may be conducted at any time by the OLG or its nominee.
- (b) Council must co-operate fully with an audit, including:
 - (i) Granting the person conducting the audit reasonable access to Council's records and the performance of this Agreement;
 - (ii) Permitting the person conducting the audit to inspect and make copies of Council's records relevant to the performance of this Agreement;
 - (iii) Making available on request, at no additional cost to the person conducting the audit, reasonable facilities to enable a legible reproduction to be created of Council's records and materials stored on a medium other than in writing;
 - (iv) The OLG must give Council reasonable notice of its requirements in relation to an audit and use its reasonable endeavours to minimise disruption and interference to Council's performance of its obligation under this Agreement arising from an audit;
 - (v) Except where otherwise determined by the OLG, Council is responsible for its own costs of participating in an audit;
 - (vi) Council must promptly take any reasonable action required by it to rectify any error, non-compliance or inaccuracy identified in an audit in relation to Council's performance of this Agreement;
 - (vii) Council is not entitled to any delay costs or other costs or expenses of whatever nature relating in any way to an audit.

3.11 Promotion of Stimulus Package and communication of outcomes

- (a) Council agrees to publicly communicate the outcomes of the funding provided to Council in accordance with the Funding Acknowledgement Guidelines for recipients of NSW Government Grants (the Funding Acknowledgment Guidelines)
(available at <https://www.advertising.nsw.gov.au/resources/branding>).
- (b) Council authorises the OLG and the State of New South Wales to use information Council supplies to the OLG in its Application or pursuant to this Agreement for promotional purposes, including:
 - (i) Council's name;
 - (ii) Details and/or aggregate sums of the funding provided;
 - (iii) the title and description of the infrastructure projects undertaken with the use of a related loan;
 - (iv) the number of employees whose employment has been subsidised by the Council Job Retention Allowance Subsidy;subject to any confidentiality restriction which has been requested by Council and agreed to by the OLG.
- (c) Council consents to allowing representatives of the State of New South Wales to use any promotional material it either obtains through its own processes or those provided by council in any media platform for the promotion of Stimulus Package overall.

4 Availability of funds and other elements of the Package

4.1 Amount

- (a) Any funds payable to councils under the Council Job Retention Allowance Subsidy and ESL components of the Stimulus Package will be paid in accordance with the Guidelines and at OLG's absolute discretion.
- (b) The failure to submit a claim supported by all required documentation within the time specified releases the OLG from having to pay the claim.

5 Representations and warranties

Council represents and warrants that it has taken all necessary action to authorise the execution, delivery and performance of this Agreement in accordance with its terms.

6 Events of Default and Termination

6.1 Notices to the OLG

Council must give notice to the OLG as soon as it becomes aware of any Event of Default occurring.

6.2 Events of Default

It is an Event of Default if, whether or not it is within the control of Council:

- (a) **Non-remediable breach of Agreement:** Council fails to perform or observe any other undertaking or obligation in this Agreement and that failure is not, in the opinion of the OLG, capable of remedy.
- (b) **Failure to fix remediable breach of Agreement:** Council fails to perform or observe any other obligation in this Agreement and that failure is, in the opinion of the OLG, capable of remedy but Council does not remedy the failure within the period specified, after receipt by Council of a notice from the OLG specifying the failure and requiring its remedy within the period specified in the notice.
- (c) **Authorisations:** Council fails to obtain any Authorisation necessary to enable Council to comply with its obligations under this Agreement or any such Authorisation ceases to be in full force and effect.
- (d) **Misrepresentation:** any warranty, representation or statement by Council is or becomes false, misleading or incorrect when made or regarded as made by Council under this Agreement.
- (e) **Insolvency:** Council becomes insolvent.

6.3 Consequences of Event of Default

- (a) Upon the occurrence of an Event of Default the OLG may, at its sole discretion, by written notice to Council:
 - (i) suspend this Agreement, including payments of any money payable under the Stimulus Package, until the default giving rise to the suspension is resolved to the satisfaction of the OLG or the OLG elects to terminate this Agreement, whichever occurs sooner; or
 - (ii) terminate this Agreement.

- (b) To avoid doubt, the exercise by the OLG of any right to suspend this Agreement is without prejudice to the OLG's right to terminate this Agreement in accordance with its terms.

6.4 Consequences of Termination for Default

- (a) If this Agreement is terminated, Council must repay the amount of any funds received by it under the Stimulus Package that has been paid to it prior to termination.
- (b) The OLG, on behalf of the State, may recover any outstanding reimbursement.
- (c) The OLG may make a determination of the amount of the reimbursement referred to in subsection 6.4(a) and may serve a notice on the council requiring the amount so determined be paid in recovery of the reimbursement.
- (d) An amount equal to the reimbursement as so determined, unless the OLG otherwise decides, is payable to the OLG as a debt by the Council.
- (e) The OLG may certify the amount due under the notice and that certificate is sufficient evidence of the amount due, unless the contrary is proved.

6.5 Termination by Agreement

The parties may agree to terminate this Agreement at any time on such terms as may be agreed.

7 Indemnity

- (a) Council indemnifies the Crown in right of the State of New South Wales, including the OLG and its officers, employees and agents (those indemnified), against any claim, action, damage, loss, liability, cost, charge, expense, outgoing or payment which those indemnified pay, suffer, incur or are liable for, in respect of any of the following:
 - (i) the occurrence of any Event of Default;
 - (ii) the OLG exercising its powers consequent upon or arising out of the occurrence of any Event of Default.
- (b) Any amount payable to those indemnified under this indemnity is payable on demand.
- (c) The indemnities contained in this Agreement are continuing obligations of Council, separate and independent from the other obligations of Council and survive the termination of this Agreement.
- (d) It is not necessary for those indemnified to incur or make payment before enforcing a right of indemnity conferred by this Agreement.

8 Insurance

- (a) Council must (at its expense) during the continuance of this Agreement and for a period of three (3) years after its expiration or termination, take out and maintain with a reputable insurance company the following insurance policies:
 - (i) broad form public liability insurance (that includes public liability and product liability insurance) in the amount not less than \$20 million dollars in respect of each and every occurrence and unlimited in the aggregate;
 - (ii) workers' compensation insurance in accordance with applicable legislation in respect of the employees of Council.
- (b) Council must, on request, produce satisfactory evidence to the OLG that the insurance requirements of this clause have been effected and are current.

9 GST

- (a) Unless otherwise stated, any consideration in this Agreement (including any consideration given by the Council for the Stimulus Package Reimbursement) is exclusive of GST.
- (b) If a supply made under or in connection with this Agreement is a Taxable Supply the party making that supply (in this cl. 9, Supplier) may, subject to issuing a Tax Invoice, recover from the recipient of that supply (in this cl. 9, Recipient) an amount equal to the GST payable by the Supplier in respect of that supply (in this cl. 9, GST Amount).
- (c) The GST Amount is payable at the same time and in the same manner as any monetary consideration for the Supply to which the GST Amount relates but no later than the end of the tax period to which the relevant taxable supply is attributable under the GST Law.
- (d) Subject to this clause, Council warrants that at the time any supply is made under this Agreement on which GST is imposed, that Council is or will be registered under the GST Law.
- (e) Subject to this clause, any invoice rendered by Council in connection with a supply under this Agreement which seeks to recover an amount of GST payable must conform to the requirements for a Tax Invoice.
- (f) If an Adjustment Event occurs in relation to a Taxable Supply under or in connection with this Agreement that gives rise to an Adjustment, then:
 - (i) the Supplier must give an Adjustment Note to the Recipient immediately upon becoming aware of the Adjustment; and
 - (ii) the GST amount payable in respect of that supply will be adjusted accordingly and the Supplier (in the case of a decreased GST Amount) will provide a corresponding refund of the GST Amount to, or (in the case of an increased GST Amount) will be entitled to receive the amount of that variation from, the Recipient, as appropriate.
- (g) If an Adjustment Event occurs in relation to a Taxable Supply under or in connection with this Agreement that does not give rise to an Adjustment, for example because it occurs in the same tax period in respect of which the GST on the Taxable Supply or the input tax credit on the acquisition is attributable, the Supplier must:
 - (i) cancel any incorrect invoice issued to the Recipient and issue a correct one; and
 - (ii) if the Recipient has already paid the incorrect invoice, the Supplier (in the case of a decreased GST Amount) will provide a corresponding refund of the GST Amount to, or (in the case of an increased GST Amount) will be entitled to receive the amount of that variation in the GST Amount from, the Recipient, as appropriate.
- (h) Notwithstanding any other provision of this Agreement:
 - (i) any GST Amount payable by the Recipient to the Supplier under this clause 9 will be limited to the amount of an input tax credit to which the Recipient is entitled in respect of the relevant supply which the Recipient acquires; and
 - (ii) if the Commissioner of Taxation or a court determines that a supply made under or in connection with this Agreement in respect of which the Recipient has paid the Supplier a GST Amount is not a Taxable Supply then the Supplier will refund the Recipient that amount.

10 General

10.1 OLG Nominee

OLG may authorise a nominee, in writing, to perform any of the OLG's functions under this Agreement.

10.2 Assignment by Council

Council must not transfer or assign any of its rights or obligations under this Agreement without the prior written consent of OLG.

10.3 Assignment by OLG

OLG may at any time assign any of its rights or transfer by novation any of its rights and obligations under this Agreement to any other NSW government agency without consent of Council.

10.4 Notices

- (a) Any notice or other communication between the parties under this Agreement must be addressed to the recipient party. For Council at the address stated in its Application for assessment for eligibility and unless otherwise specified by notice in writing from the recipient party.
- (b) Any notice or other communication under this Agreement:
 - (i) where Council is the sender, must be signed by a duly authorised officer of Council;
 - (ii) is regarded as being given by the sender and received by the addressee:
 - (A) if by delivery in person, when delivered to the addressee;
 - (B) if by post, on delivery to the address; or
 - (C) if by facsimile transmission, whether or not legibly received, when received by the addressee,but if the delivery or receipt is on a day which is not a Business Day or is after 4.00pm (addressee's time) it is regarded as received at 9.00 am on the following Business Day; and
 - (iii) can be relied upon by the addressee and the addressee is not liable to any other person for any consequences of that reliance if the addressee believes it to be genuine, correct and authorised by the sender.
- (c) In this clause, a reference to an addressee includes a reference to an addressee's officers, agents or employees or any person reasonably believed by the sender to be an officer, agent, or employee of the addressee.

10.5 Governing law and jurisdiction

This Agreement is governed by the laws in force in the State of New South Wales and each party submits to the exclusive jurisdiction of the courts exercising jurisdiction in the State of New South Wales, and the courts of appeal from those courts.

10.6 Prohibition and enforceability

- (a) Any provision of, or the application of any provision of, this Agreement or any power which is prohibited by any law is ineffective only to the extent of that prohibition.

- (b) Any provision of, or the application of any provision of, this Agreement which is void, illegal or unenforceable does not affect the validity, legality or enforceability of the remaining provisions of this Agreement.

10.7 Waivers

- (a) Waiver of any right arising from a breach of this Agreement or of any power arising upon default under this Agreement or upon the occurrence of an Event of Default must be in writing and signed by the party granting the waiver.
- (b) A failure or delay in exercise, or partial exercise, of:
 - (1) a right arising from a breach of this Agreement or the occurrence of an Event of Default; or
 - (2) a power created or arising upon default under this Agreement or upon the occurrence of an Event of Default;does not result in a waiver of that right or power.
- (c) A party is not entitled to rely on a delay in the exercise or non-exercise of a right or power arising from a breach of this Agreement or on a default under this Agreement or on the occurrence of an Event of Default as constituting a waiver of that right or power.
- (d) A party may not rely on any conduct of another party as a defence to exercise of a right or power by that other party.
- (e) This clause may not itself be waived except by writing.

10.8 Dispute Resolution

The parties agree that any dispute arising under this Agreement will be dealt with as follows:

- (a) A party claiming that a dispute has arisen must give written notice of the dispute to the other party;
- (b) The parties will seek to resolve the dispute;
- (c) If the dispute is unresolved within a fourteen (14) day period (or within such further period as the parties agree in writing) then the dispute will be referred to the Australian Commercial Dispute Centre (ACDC) for mediation;
- (d) The mediation is to be conducted in accordance with the ACDC Mediation Guidelines which set out the procedures to be adopted, the process of selection of the mediator and the costs involved;
- (e) If the dispute isn't settled within 28 days (or such longer period as agreed to in writing between the parties) after appointment of the mediator, or if no mediator is appointed within 28 days of the referral of the dispute to mediation, the parties may pursue any other procedure available at law for resolution of the dispute;
- (f) The parties must continue performing their obligations under this Agreement while the dispute is being resolved, to the extent practicable to do so;
- (g) A party must attempt to settle any dispute in relation to this Agreement in accordance with this clause (Dispute Resolution) before resorting to court proceedings or other dispute resolution process;
- (h) Nothing in this clause (Dispute Resolution) prevents either party from seeking interlocutory relief or the OLG exercising its rights to suspend or terminate this Agreement.

10.9 Relationship

Nothing in this Agreement is intended to create a partnership, joint venture or agency relationship between the parties.

10.10 Variation

A variation of any term of this Agreement must be in writing and signed by the parties.

10.11 Taxes, duties and charges

Other than as specified in this Agreement, taxes, duties and charges imposed or levied in connection with this Agreement will be borne by Council.

10.12 Counterparts

- (a) This Agreement may be executed in any number of counterparts.
- (b) All counterparts, taken together, constitute one instrument.
- (c) A party may execute this Agreement by signing any counterpart.

10.13 Survival

Any clause of this Agreement that by its nature should survive termination or expiry of this Agreement shall survive such termination or expiry including, without limitation, the following:

- (a) clause 3 (General obligations of Council);
- (b) clause 5 (Representations and warranties);
- (c) clause 6.4 (Consequences of Termination);
- (d) clause 7 (Indemnity); and
- (e) clause 8 (Insurance).

EXECUTION PAGE

Date of this Agreement: _____ 2020

Executed as an agreement by OLG:

Signed by)
Tim Hurst, Deputy Secretary, Local)
Government, Planning and Policy, for and on)
behalf of the Crown in right of the State of New)
South Wales on)
_____ 2020.)
in the presence of:)

Signature of witness

Signature of Tim Hurst

Name of witness (please print)

Executed as an agreement by the Council

Signed by Council's General Manager)
Mr Greg Tory)
On _____ 2020.)
in the presence of:)

Signature of witness

Signature of General Manager

Name of witness (please print)

OR

The seal of Lachlan Shire Council)
was affixed in our presence)
on _____ 2020)
in pursuance of a resolution of the Council)
authorising the seal to be affixed passed on)
2020.)

Mayor/Councillor

Name of signatory (please print)

General Manager/Councillor

Name of signatory (please print)



Sustainable Councils and Communities

Energy Efficiency and Sustainability

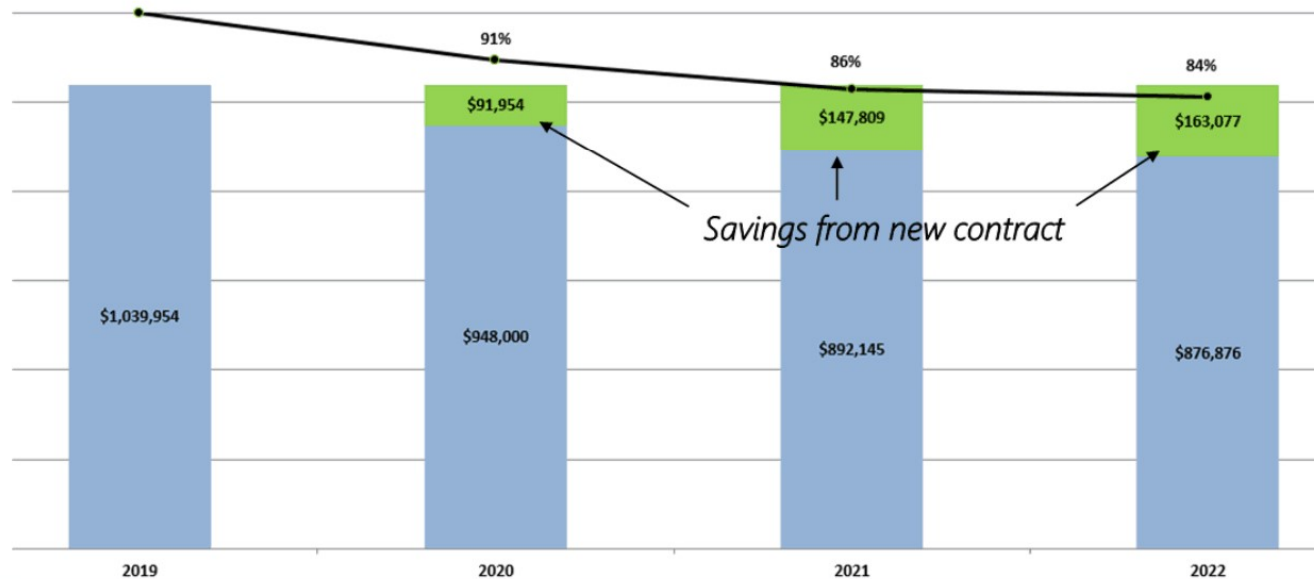
Prepared by JFC and ChargeWorks for DPIE and Lachlan Shire Council

December 2019



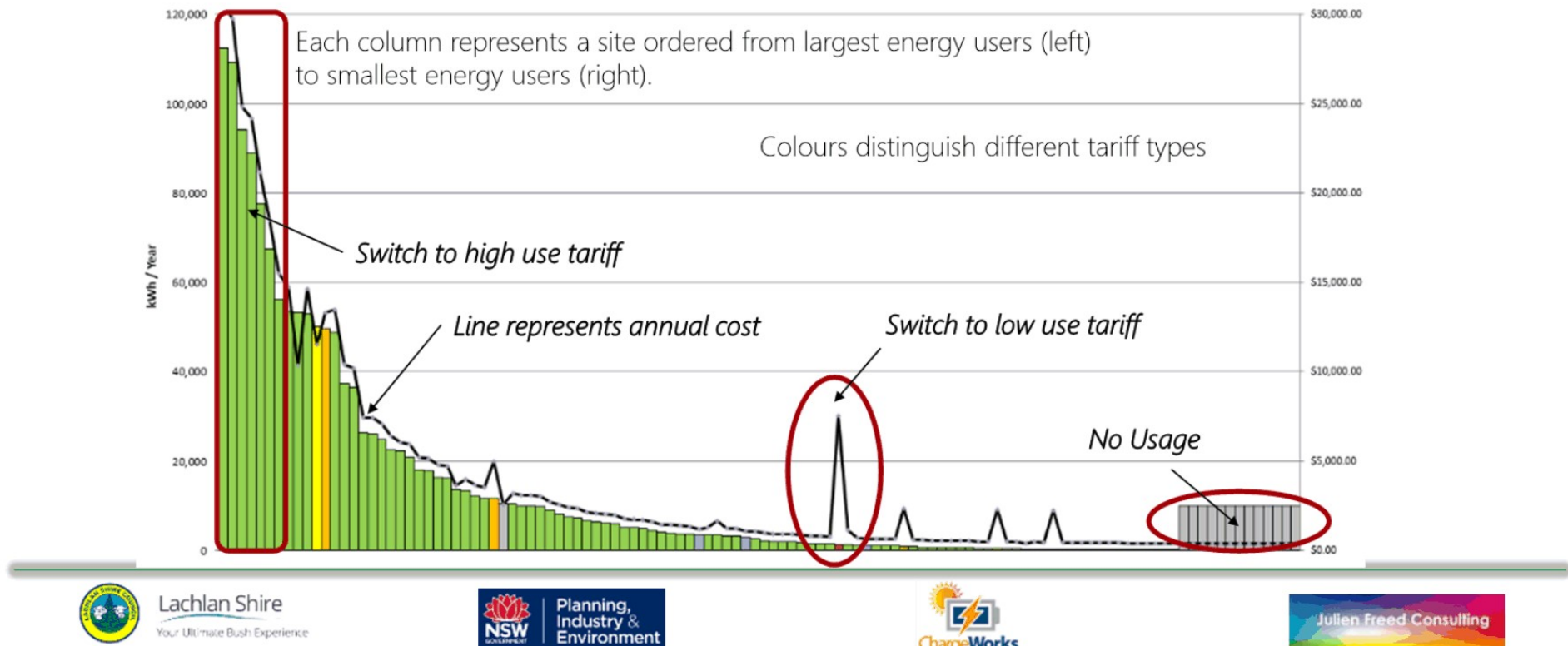
Electricity Contract Review

- Total electricity costs are now contracted to fall 9% (\$91,954 p.a) from 1st January 2020
- Costs are contracted to fall a further 5% in 2021, and a further 2% in 2022 compared to the 2019 baseline.



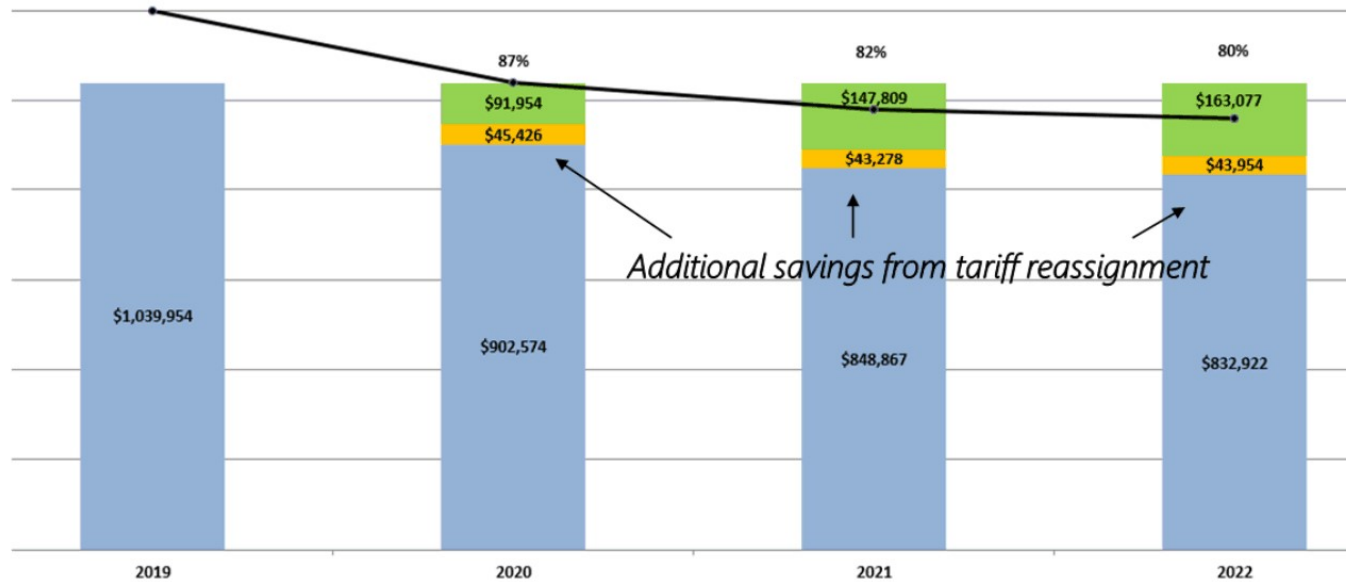
Tariff Reassignment

- Some sites electricity tariffs may be optimised



Tariff Reassignment

- Costs can be reduced by a further 4% p.a. (\$45,353 - \$43,278 p.a.) through tariff reassignment
- No cost to Council other than applications to retailer (refer page 9 for detail)



Additional savings from tariff reassignment



■ Solar PV

Solar PV Program – 439kW

- 11 sites
- \$98,000 saving per year
- \$629,000 total cost
- 6.4 year simple payback
- 19% reduction in total LGA footprint

Primary outcome: energy savings

Ground Mount Example



Solar PV

Solar PV Program – 612kW + Battery

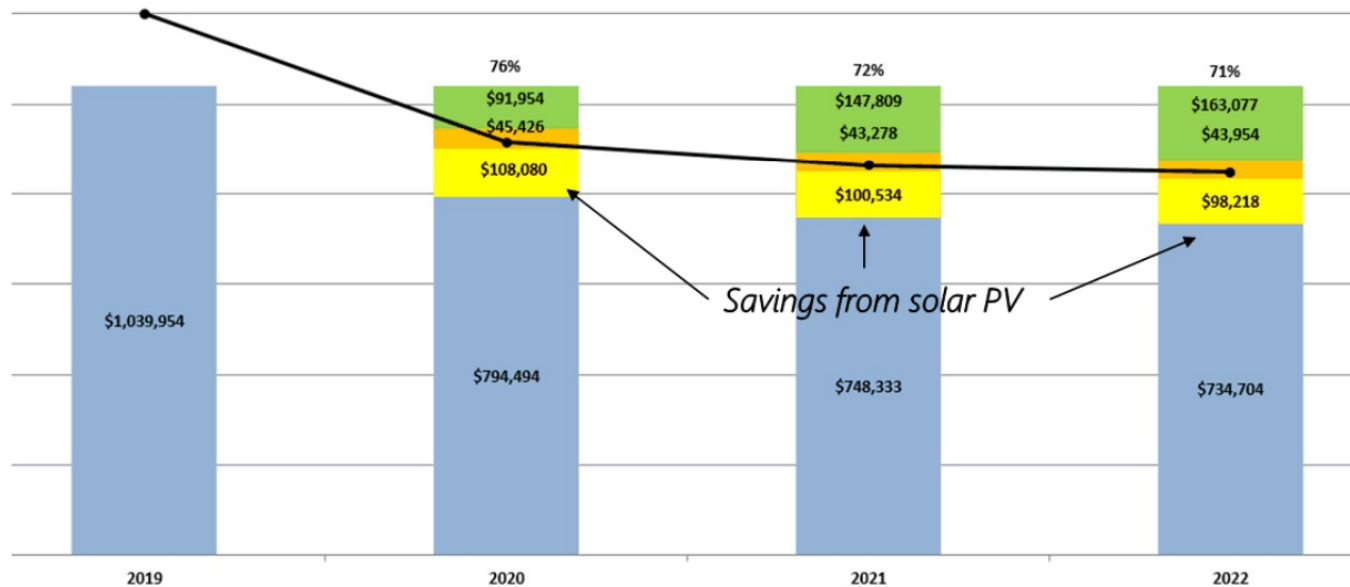
- 11 sites
- \$123,000 saving per year
- \$1,045,000 total cost
- 8.5 year simple payback
- 31% reduction in total LGA footprint

Primary outcome: improved resilience



Solar PV – 439kW

- Solar can deliver savings of between 9%-11% of Council’s total electricity costs (\$98,218-\$108,080)
- Cost of installation for 11 sites is \$629,000 (refer page 10 for detail)



■ Detailed Analysis of Above



Tariff Reassignment

NMI	Site	Tariff (Current)	Tariff (Recommended)	Est. 2020 Cost (Current)	Est. 2020 Cost (Recommended)	Tariff Change Savings
4001141904	Raw Water Pump Station, Lake Cargelligo	BLND3AO	BLNT2AL	\$7,550	\$978	\$6,571
4001059036	Caravan Park, Diggers Ave, Condobolin	BLNN1AU	BLND1AB	\$29,748	\$23,476	\$6,272*
4001001230	SRA Ground Condobolin	BLNN1AU	BLND1AB	\$30,395	\$24,228	\$6,167*
4001058117	6 Bathurst Street, Condobolin	BLNN1AU	BLND1AB	\$23,928	\$18,088	\$5,840*
4001241983	Merri Abba Bore 2	BLNN1AU	BLND3AO	\$94,625	\$88,831	\$5,867
4001001232	Sewage Treatment Plant, Golf Links Road, Condobolin	BLNN1AU	BLND1AB	\$21,194	\$17,250	\$3,944*
4001001226	Caravan Park, Naradhan Street	BLNN1AU	BLND1AB	\$23,558	\$20,072	\$3,486*
4001001233	Condobolin Road, Lake Cargelligo	BLNN1AU	BLND1AB	\$18,473	\$15,877	\$2,596*
NAAA000385	Water Treatment Works, Condobolin	BLNDTRS	BLND3AO	\$70,822	\$70,089	\$732
13 NMIs	Grid Connected Sites With No Usage	Active	Deactivated	\$3,950	\$0	\$3,950
					Total	\$45,426

*Some assumptions have been made regarding future KVA not significantly affecting accuracy



Solar PV- 439kW

Rank	Site	Solar PV Size	Approximate Cost (ex. GST)	Approximate Annual Savings (after tariff change)	Estimated Simple Payback
1	Condobolin Waste Transfer Station	3.6kW + Battery	\$20,000	\$6,000	3.3 years
2	Caravan Park, Diggers Ave, Condobolin	30 kW	\$33,000	\$6,718	4.9 years
3	6 Bathurst Street, Condobolin	30 kW	\$33,000	\$6,718	4.9 years
4	62/64 Molong St, Condobolin*	45 kW	\$49,000	\$9,688 (potential for \$24,430*)	5.1 years
5	Caravan Park, Naradhan Street	30 kW	\$33,000	\$6,478	5.1 years
6	Goobang Water Pump Station, Condobolin	43 kW	\$70,000	\$12,307	5.7 years
7	Water Tower, Uabba St, Lake Cargelligo	87 kW	\$138,000	\$21,309	6.5 years
8	Sewage Treatment Plant , Condobolin	22 kW	\$35,000	\$4,750	7.4 years
9	Condobolin Road, Lake Cargelligo	22 kW	\$35,000	\$4,750	7.4 years
10	Swimming Pool, Harding Avenue, Condobolin	40 kW	\$45,000	\$6,095	7.4 years
11	Merri Abba Bore 2	87 kW	\$138,000	\$13,405	10.3 years
Total		439kW	\$629,000	\$98,218	6.4 years

*Additional savings possible from subsequent tariff change after solar PV is installed



Solar PV

Lake Cargelligo Water Tower (Small PV)

- 87kW Solar PV
- \$24,000 p.a. saving
- \$138,000 total cost
- 5.8 year simple payback

Primary outcome: energy savings



Solar PV

Lake Cargelligo Water Tower (Large PV)

- 260kW Solar PV
- \$47,000 p.a. saving
- \$414,000 total cost
- 9 year simple payback

Primary outcomes: improved resilience

- Site is "Net zero carbon"



■ Solar + Battery

Lake Cargelligo Water Tower (Large PV + Battery)

- 260kW Solar PV
- 120kWh Battery
- \$54,600 p.a. saving
- \$554,000 total cost
- 10 year combined simple payback
(without additional revenue from grid support services)



Primary outcomes: improved resilience

- "Net zero carbon"
- 12% reduction in total LGA footprint



■ Solar PV

Admin Building

- \$49,000 cost
- \$9,600 saving p.a.

5.1 year return on investment
with tariff change opportunity
(as low as 2 year simple payback)



■ Solar PV

Swimming Pool

- \$45,000 cost est.
- \$6,500 saving p.a
- 7.4 year simple payback



7.4 CORRESPONDENCE JULY

TRIM Number: R20/193

Author: General Manager

PURPOSE

To provide Council with correspondence received for the month of July.

SUPPORTING INFORMATION

Copy of correspondence from Hiroshima Nagasaki Commemorative Appeal 2020 is attached.

BACKGROUND

The letter requests that Council resolve to adopted the suggested motion and declare Council’s support for the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017.

ISSUES AND COMMENTS

Nil

RISK IMPLICATIONS

Nil identified

OPTIONS

N/A

CONCLUSION

Council determine if it wishes to adopt the suggested motion and declare Council’s support for the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.8 Responsive Council

ATTACHMENTS

1. Hiroshima Nagasaki Commemorative Appeal 2020

RECOMMENDATION

That:

1. The General Manager’s Report No. 20/193 be received and noted.
2. Council determine if it wishes to adopt the recommendation suggested in the correspondence.



PO Box 1379
Carlton VIC 3053
Australia

+61 3 9023 1958
info@icanw.org
www.icanw.org.au

ABN: 96 091 421 937

June 1st 2020

Dear Mayor and Councillors,

RE: Support the Treaty on the Prohibition of Nuclear Weapons

The upcoming 75th anniversaries of the bombings of Hiroshima and Nagasaki on 6th and 9th August, present an opportunity for reflection, remembrance and action. Unfortunately, the threat of nuclear weapons has not been relegated to that of a bygone era, but remains a present and real threat of our times.

In the 1980's, during the peak of the Cold War arms race, councils across Australia and many hundreds internationally, declared themselves **nuclear-free zones**. These declarations represented a grassroots participation in the humanitarian debate happening globally, at all levels of government, with real-life implications for the health and security of constituents.

Thirty years on, instead of dismantling bombs and investing in healthcare and other essential services; nuclear weapons states continue to bolster their weapons arsenals and dismantle longstanding disarmament agreements. A [recent ICAN report](#) reveals how the nine nuclear-armed nations spent 72.9 billion dollars on nuclear weapons in 2019 alone.

In response to these renewed and persistent nuclear threats, the world's non-nuclear weapons states have negotiated the first international legal instrument to comprehensively outlaw nuclear weapons, setting out a pathway for their elimination. As other nuclear arms control agreements are undermined or collapsing, this new accord provides a much-needed pathway forward.

The United Nations Treaty on the Prohibition of Nuclear Weapons prohibits nations from developing, testing, producing, manufacturing, transferring, possessing, stockpiling, using or threatening to use nuclear weapons, or allowing nuclear weapons to be stationed on their territory. Adopted at the United Nations in 2017, it also prohibits them from assisting, encouraging or inducing anyone to engage in any of these activities.

Australia has not yet joined the Treaty. Now, just as in the 1980's, it is in the hands of everyday people to put the treaty in front of our decision-makers and office-holders, to indicate our support for Australia's ratification.

Australia has joined the treaties prohibiting other inhumane and indiscriminate weapons including biological weapons, chemical weapons, landmines and cluster munitions. It is inevitable that we also join the nuclear weapon ban treaty.

The International Campaign to Abolish Nuclear Weapons *Cities Appeal* is the mechanism by which councils can engage and participate in the nuclear weapons debate of our time. Nuclear disarmament is council business because civilians, cities and towns are the targets of these weapons of mass destruction.

27 Councils across Australia have already endorsed the Cities Appeal, calling on our federal government to sign and ratify this treaty without delay.

We now invite you to join them, with an endorsement of the Cities Appeal in the lead up to the 75th anniversary of the bombings of Hiroshima and Nagasaki.

The most powerful way to honour the victims and survivors of nuclear weapons is to progress the elimination of these abhorrent weapons. We must not tolerate their existence or accept security frameworks based on nuclear incineration. The mindset that bestows prestige on nuclear arms is immoral, illogical and illegitimate.

The COVID-19 pandemic continues to demonstrate the fragility of global public health systems and the power of cooperation among nations. Our world is not equipped for a single nuclear detonation, a catastrophe that can be avoided with diplomacy and negotiation.

A suggested council motion reads as follows:

1. The COVID-19 pandemic starkly demonstrates the urgent need for greater international cooperation to address all major threats to the health and welfare of humankind. Of paramount importance is the threat posed by nuclear weapons.
2. In any instance of a nuclear detonation, the Mayor and Councillors will be amongst the first leaders required to coordinate local responses and guide the community.
3. We acknowledge the victims and survivors of the atomic bombings of Hiroshima and Nagasaki, and the upcoming 75th anniversaries of these attacks on August 6th and 9th 2020. To commemorate these anniversaries, our council endorses the International Campaign to Abolish Nuclear Weapons 'Cities Appeal':

Our city/town is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.

Therefore, we warmly welcome the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017, and we call on our national government to sign and ratify it without delay.

We urge you to take the small but meaningful step of declaring your support for the treaty. With 79% of the public in favour of Australia signing on (Ipsos public opinion poll, Nov 2018), your constituents are behind you.



Jemila Rushton
Campaigner
International Campaign to Abolish Nuclear weapons, Australia.

Once passed, the Mayor or elected official can send an email to jemila@icanw.org indicating that the council endorses the International Campaign to Abolish Nuclear Weapons (ICAN) Cities Appeal. It is recommended that council writes to inform the Foreign Minister and local federal representatives that the council has endorsed the ICAN Cities Appeal.

8 CORPORATE AND COMMUNITY SERVICES

8.1 INVESTMENTS AT 30 JUNE 2020

TRIM Number: R20/168

Author: Financial Accountant

PURPOSE

The *Local Government (General) Regulation 2005 section 212* specifies that Council's Responsible Accounting Officer must provide elected members with a monthly written report detailing the funds invested by Council. The report must include information up to the last day of the month immediately preceding the meeting.

The Responsible Accounting Officer must also provide a certificate stating whether the investments have been made in accordance with the Act, the Regulations and Council's investment policy.

SUPPORTING INFORMATION

Council's general bank account reconciled balance at 30 June 2020 is \$796,118.16.

Investments held at 30 June 2020 totalling \$42,681,372 are set out in Attachment 1.

Please note that not all the pages of the report are included in these attachments therefore you do not need to be concerned about missing pages.

Responsible Accounting Officer Certificate

I certify that the bank accounts and investments have been reconciled with the Council's general ledger as at 30 June 2020, and that investments have been made in accordance with the *Local Government Act, Local Government (General) Regulation 2005* and Council's Investment Policy.

Karen Pegler
Responsible Accounting Officer

FINANCIAL UPDATE

As at the end of June 2020, Council's portfolio is compliant in all counterparty and credit quality limits.

A number of financial institutions are returning council's term deposit funds at maturity, as they have no need for the funds, for example the Police Credit Union \$500,000 and Auswide \$1m. These types of financial institutions are often unrated or have BBB rating and traditionally offer higher interest rates.

Over the past 12 months, the portfolio, excluding on call cash, returned +2.37% p.a., outperforming bank bills by 1.53% p.a. This has been relatively strong given deposit rates reached their all-time lows and credit margins have contracted significantly over the past 3 years.

The official cash rate remains at 0.25%. This low rate will have a negative effect on Council's interest income for future term deposits investments. The expectation is that the Reserve Bank will not raise rates again until there is a sustainable recovery and the economic objectives of full employment and target inflation are back on track. Returns of 0.75% to 1.25% p.a. may potentially be the "norm" over the next few financial years.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Investments are made, in accordance with Council's Investment Policy and the Community Strategic Plan/Delivery Program Item 4.2.1, which aims to ensure that "Council is financially sustainable and provides services at a level expected by the community".

CONCLUSION

Investments will continue to be managed so Council can meet its cash commitments as and when they fall due. Where possible, investments will target longer terms.

ATTACHMENTS**1. 30 June 2020 Investment Reports****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R20/168 be received and noted.



Lachlan Shire
Your Ultimate Bush Experience

Monthly Investment Report

01/06/2020 to 30/06/2020



Portfolio Valuation as at 30/06/2020

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	23/07/2019	21/07/2020	2.0000	500,000.00	9,424.66	821.92
Auswide Bank	BBB	TD	GENERAL	At Maturity	15/08/2019	18/08/2020	1.8000	500,000.00	7,915.07	739.73
Westpac	AA-	TD	GENERAL	Quarterly	23/08/2019	25/08/2020	1.6100	1,000,000.00	1,632.05	1,323.29
Westpac	AA-	TD	GENERAL	Quarterly	22/08/2019	25/08/2020	1.6200	1,000,000.00	1,775.34	1,331.51
BOQ	BBB+	TD	GENERAL	At Maturity	23/08/2019	25/08/2020	1.6100	1,000,000.00	13,806.30	1,323.29
Auswide Bank	BBB	TD	GENERAL	At Maturity	27/08/2019	27/08/2020	1.8000	750,000.00	11,428.77	1,109.59
ING Direct	A	TD	GENERAL	At Maturity	06/12/2019	08/09/2020	1.6000	1,000,000.00	9,117.81	1,315.07
WAW Credit Union	Unrated	TD	GENERAL	At Maturity	04/09/2019	08/09/2020	1.7000	500,000.00	7,009.59	698.63
NAB	AA-	TD	GENERAL	At Maturity	01/10/2019	06/10/2020	1.5800	500,000.00	5,930.41	649.32
Westpac	AA-	TD	GENERAL	Quarterly	18/10/2018	20/10/2020	2.8400	500,000.00	2,801.10	1,167.12
ING Direct	A	TD	GENERAL	Annual	18/10/2018	20/10/2020	2.9300	500,000.00	10,315.21	1,204.11
ING Direct	A	TD	GENERAL	Annual	19/11/2018	19/11/2020	2.9100	1,000,000.00	17,938.36	2,391.78
AMP Bank	BBB+	TD	GENERAL	At Maturity	27/05/2020	24/11/2020	1.6500	1,000,000.00	1,582.19	1,356.16
ING Direct	A	TD	GENERAL	At Maturity	10/12/2019	10/12/2020	1.5500	500,000.00	4,331.51	636.99
ING Direct	A	TD	GENERAL	At Maturity	20/12/2019	22/12/2020	1.6500	500,000.00	4,384.93	678.08
AMP Bank	BBB+	TD	GENERAL	Annual	26/06/2019	22/12/2020	2.4000	750,000.00	246.58	246.58
ING Direct	A	TD	GENERAL	At Maturity	10/01/2020	12/01/2021	1.6500	1,000,000.00	7,820.55	1,356.16
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	06/02/2020	09/02/2021	2.0000	500,000.00	4,000.00	821.92



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
ING Direct	A	TD	GENERAL	Annual	12/02/2020	10/02/2021	1.6000	1,000,000.00	6,136.99	1,315.07
WAW Credit Union	Unrated	TD	GENERAL	Annual	27/02/2019	02/03/2021	3.0000	500,000.00	5,136.99	1,232.88
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2021	2.8500	1,000,000.00	2,030.14	2,030.14
Macquarie Bank	A+	TD	GENERAL	At Maturity	24/03/2020	23/03/2021	1.7500	1,000,000.00	4,746.58	1,438.36
NAB	AA-	TD	GENERAL	At Maturity	27/05/2020	30/03/2021	1.0300	900,000.00	888.90	761.92
AMP Bank	BBB+	TD	GENERAL	At Maturity	14/04/2020	13/04/2021	1.8500	500,000.00	1,976.71	760.27
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	Annual	03/05/2019	03/05/2021	2.6000	1,000,000.00	4,131.51	2,136.99
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	05/05/2020	04/05/2021	1.5000	1,000,000.00	2,342.47	1,232.88
AMP Bank	BBB+	TD	GENERAL	At Maturity	05/05/2020	04/05/2021	1.5500	1,000,000.00	2,420.55	1,273.97
Westpac	AA-	TD	GENERAL	Quarterly	27/05/2020	25/05/2021	0.9100	2,000,000.00	1,745.21	1,495.89
NAB	AA-	TD	GENERAL	At Maturity	22/05/2020	25/05/2021	1.0600	2,000,000.00	2,323.29	1,742.47
Bendigo and Adelaide	BBB+	TD	GENERAL	At Maturity	09/06/2020	08/06/2021	1.2500	500,000.00	376.71	376.71
ING Direct	A	TD	GENERAL	Quarterly	11/06/2020	15/06/2021	1.0000	750,000.00	410.96	410.96
Auswide Bank	BBB	TD	GENERAL	At Maturity	15/06/2020	15/06/2021	1.0000	1,000,000.00	438.36	438.36
BOQ	BBB+	TD	GENERAL	Annual	30/06/2020	06/07/2021	1.0500	1,000,000.00	28.77	28.77
Auswide Bank	BBB	TD	GENERAL	At Maturity	12/08/2019	10/08/2021	1.9500	1,000,000.00	17,309.59	1,602.74
Westpac	AA-	TD	GENERAL	Quarterly	22/10/2019	26/10/2021	1.6000	1,000,000.00	3,068.49	1,315.07
AMP Bank	BBB+	TD	GENERAL	Annual	27/05/2020	23/11/2021	1.4500	1,000,000.00	1,390.41	1,191.78
ING Direct	A	TD	GENERAL	Annual	06/02/2020	08/02/2022	1.6500	500,000.00	3,300.00	678.08
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	20/02/2019	22/02/2022	3.0500	500,000.00	1,754.79	1,253.42





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2022	2.9500	500,000.00	1,050.68	1,050.68
BOQ	BBB+	TD	GENERAL	Annual	06/05/2020	10/05/2022	1.4500	500,000.00	1,112.33	595.89
BOQ	BBB+	TD	GENERAL	At Maturity	27/05/2020	24/05/2022	1.3000	1,000,000.00	1,246.58	1,068.49
AMP Bank	BBB+	TD	GENERAL	Annual	11/06/2020	14/06/2022	1.4000	750,000.00	575.34	575.34
BOQ	BBB+	TD	GENERAL	Annual	23/06/2020	28/06/2022	1.2500	1,000,000.00	273.97	273.97
NAB	AA-	CASH	GENERAL	Monthly	30/06/2020	30/06/2020	0.8000	6,781,371.74	4,454.27	4,454.27
TOTALS								42,681,371.74	192,130.98	49,906.59



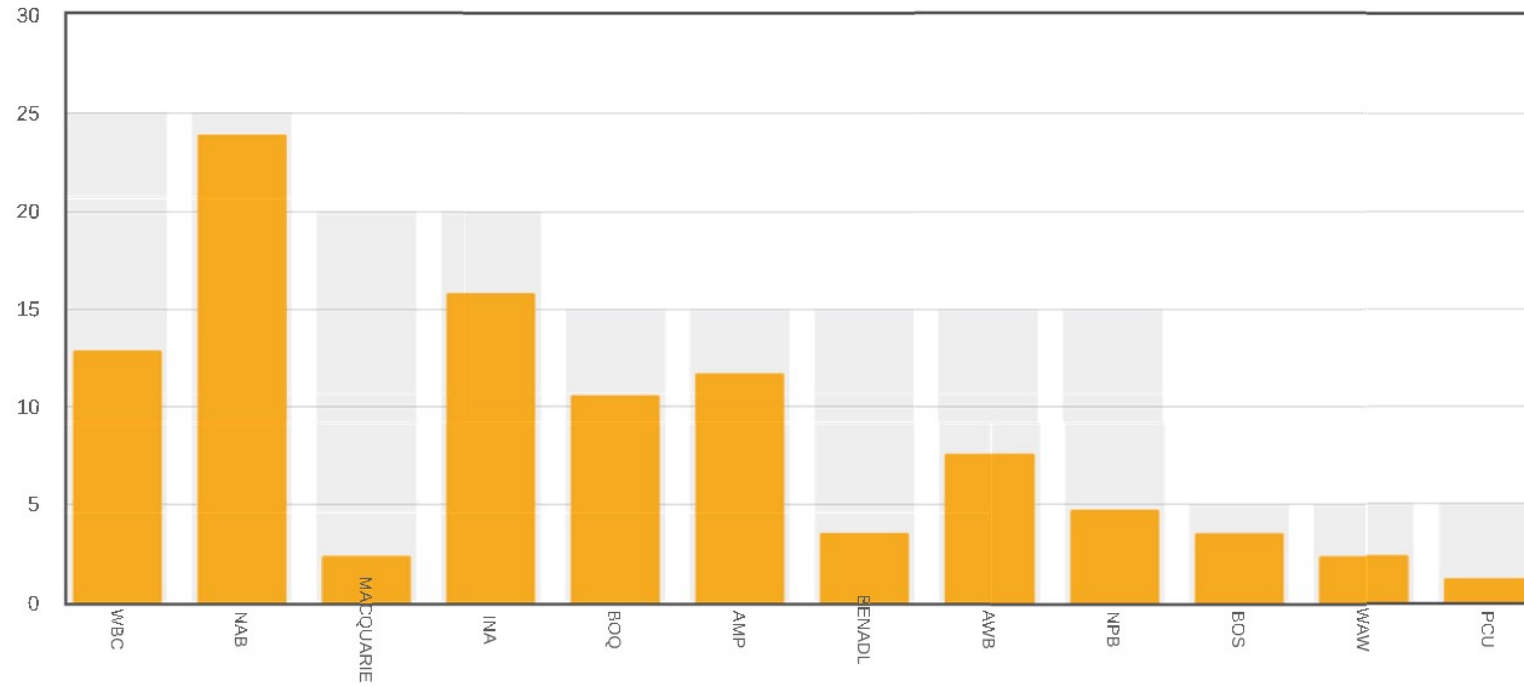
Counterparty Compliance as at 30/06/2020

Long Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Westpac	Long	AA-	5,500,000.00	12.89	25.00	-	5,170,342.94
✓	NAB	Long	AA-	10,181,371.74	23.85	25.00	-	488,971.20
✓	Macquarie Bank	Long	A+	1,000,000.00	2.34	20.00	-	7,536,274.35
✓	ING Direct	Long	A	6,750,000.00	15.81	20.00	-	1,786,274.35
✓	BOQ	Long	BBB+	4,500,000.00	10.54	15.00	-	1,902,205.76
✓	AMP Bank	Long	BBB+	5,000,000.00	11.71	15.00	-	1,402,205.76
✓	Bendigo and Adelaide	Long	BBB+	1,500,000.00	3.51	15.00	-	4,902,205.76
✓	Auswide Bank	Long	BBB	3,250,000.00	7.62	15.00	-	3,152,205.76
✓	Newcastle Permanent	Long	BBB	2,000,000.00	4.69	15.00	-	4,402,205.76
✓	Bank of Sydney	Long	Unrated	1,500,000.00	3.51	5.00	-	634,068.59
✓	WAW Credit Union	Long	Unrated	1,000,000.00	2.34	5.00	-	1,134,068.59
✓	Police Credit Union SA	Long	Unrated	500,000.00	1.17	5.00	-	1,634,068.59
TOTALS				42,681,371.74	100.00			



Counterparty Compliance - Long Term Investments



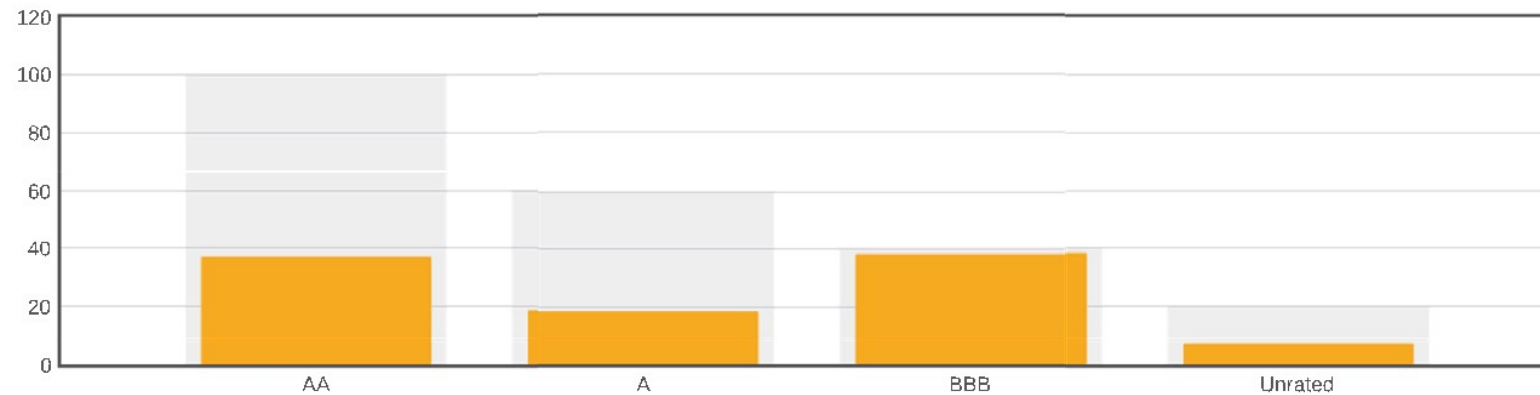


Credit Quality Compliance as at 30/06/2020

Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AA	15,681,371.74	36.74	100.00	27,000,000.00
✓	A	7,750,000.00	18.16	60.00	17,858,823.04
✓	BBB	16,250,000.00	38.07	40.00	822,548.70
✓	Unrated	3,000,000.00	7.03	20.00	5,536,274.35
TOTALS		42,681,371.74	100.00		

Credit Quality Compliance - Long Term Investments

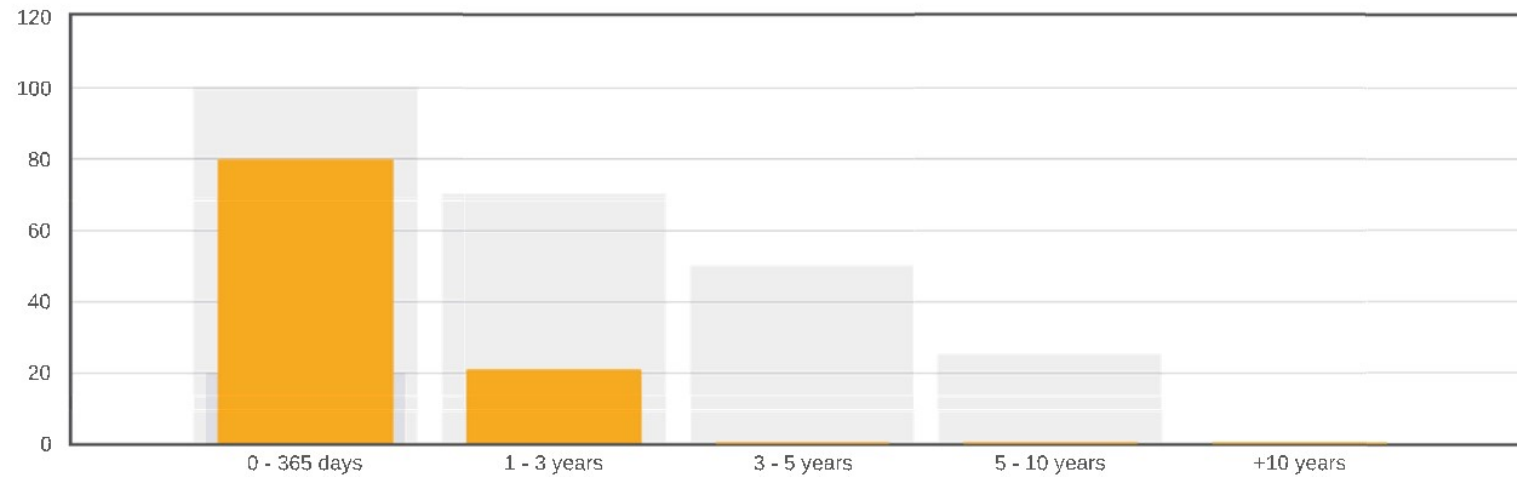




Maturity Compliance as at 30/06/2020

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 365 days	33,931,371.74	79.50	20.00	100.00	8,750,000.00
✓	1 - 3 years	8,750,000.00	20.50	0.00	70.00	21,126,960.22
✓	3 - 5 years	-	0.00	0.00	50.00	21,340,685.87
✓	5 - 10 years	-	0.00	0.00	25.00	10,670,342.94
✓	+10 years	-	0.00	0.00	0.00	-
TOTALS		42,681,371.74	100.00			

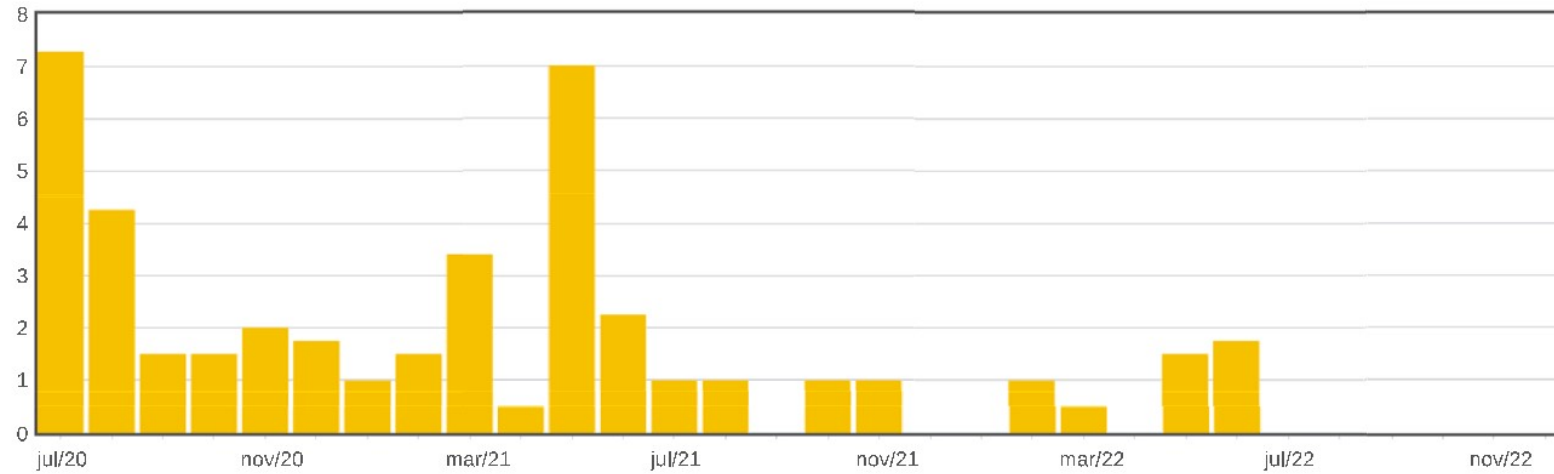
Maturity Compliance





Maturity Cashflow as at 30/06/2020

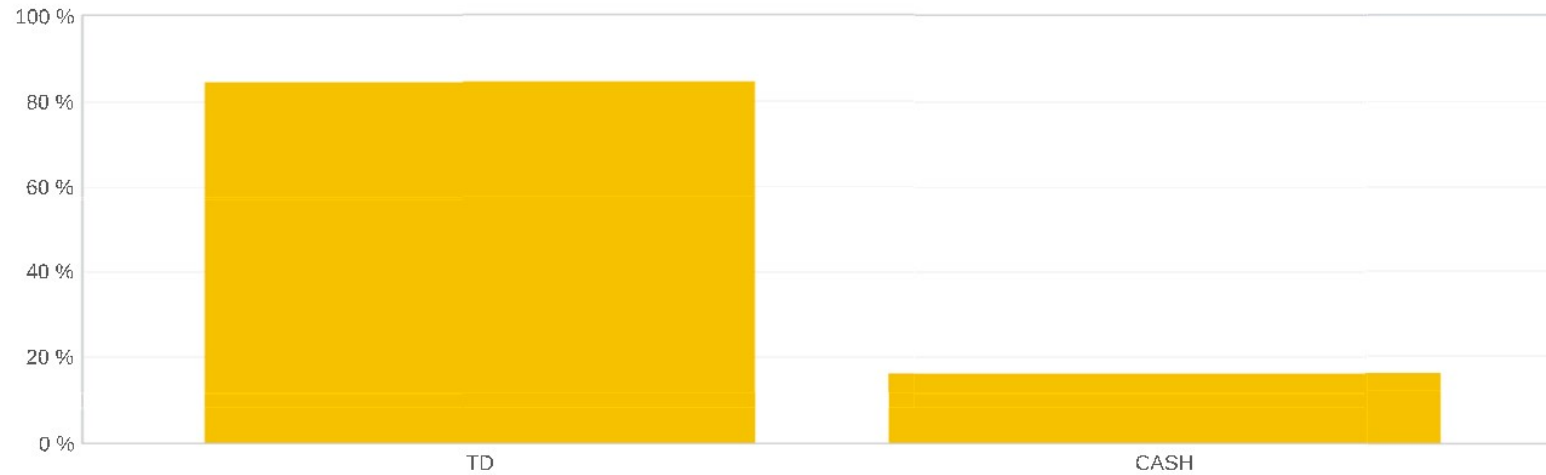
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2020	-	-	-	-	-	-	7,281,371	4,250,000	1,500,000	1,500,000	2,000,000	1,750,000	18,281,371.74
2021	1,000,000	1,500,000	3,400,000	500,000	7,000,000	2,250,000	1,000,000	1,000,000	-	1,000,000	1,000,000	-	19,650,000.00
2022	-	1,000,000	500,000	-	1,500,000	1,750,000	-	-	-	-	-	-	4,750,000.00
TOTALS													42,681,371.74





Asset Class as at 30/06/2020

Code	Number of Trades	Invested	Invested (%)
TD	43	35,900,000.00	84.11
CASH	1	6,781,371.74	15.89
TOTALS	44	42,681,371.74	100.0



8.2 PROCUREMENT, LOCAL PREFERENCE AND ASSET DISPOSAL POLICIES

TRIM Number: R20/129

Author: Administration Officer - Governance, Risk & Corporate Services

PURPOSE

The purpose of this report is two-fold:

To seek Council approval of changes to the Local Preference Purchasing Policy.

Council is also asked to consider adopting the newly created Procurement Policy and Disposal of Assets Policy. These policies were previously adopted as a single policy.

These policies supplement each other and aim to provide Council staff with a clearly defined and transparent position with regards to procurement, local purchasing and the disposal of Council assets.

SUPPORTING INFORMATION

See attached policies.

BACKGROUND

As part of Council's governance framework it is necessary that Council regularly reviews its policies. Policies set out the organisation's expectations in relation to how Council's assets are managed and ensures transactions are legislatively compliant.

Council staff will be progressively reviewing existing policies and updating as required to reflect changed circumstances or, where necessary, developing new policies for Council adoption.

ISSUES AND COMMENTS

- Procurement Policy
-

Lachlan Shire Council (Council) is committed to procurement practices that achieve the best possible value for money, and employ highly transparent, accountable and ethically sound processes. This is achieved by ensuring that best practice procurement processes are communicated, understood and adhered to by all parties.

This Policy applies to Council's procurement functions including purchasing, tendering, contract management and authorisation of these transactions. Through observing this Policy, Council will deliver goods and services in a financially, environmentally and socially sustainable and responsible manner.

This policy previously contained information and practices relating to the disposal of Council assets. Through the review process the disposal of Council assets has become a stand-alone policy and is discussed below.

Significant changes.

- Legislative updates around tender threshold and exemptions to tender process.
- Making it clear that invoice or order splitting to avoid tendering requirements is not permitted under legislation.
- Making it clear that where the total cost of a contract conducted over more than one financial year is likely to exceed \$250,000, a tender is required.

- Increasing the minimum value where a purchase order is required to \$500 for non-stores staff. This is to drive efficiency and compliance in purchasing throughout the organisation.
- Clarifying all staff responsibilities.
- Clarifying and expanding on quotation requirements.

Disposal of Assets

The Disposal of Assets is a new policy. Disposing of Council assets was previously dealt with under the Procurement and Disposal Policy.

The new policy provides a systematic and accountable method for the disposal of assets, excluding real property, and ensures the disposal process is transparent and complies with Council's Code of Conduct, particularly with respect to conflict of interest.

Significant changes from the previously adopted policy

- Adding definition to make it clear that this policy excludes community land. Under the Local Government Act 1993 No 30 Section 45 (1) council has no power to sell, exchange or otherwise dispose of community land.
- All asset disposal must be approved by a Director or the General Manager unless legislation dictates otherwise i.e. council resolution is needed. This includes assets that are to be dumped as they are no longer serviceable and cannot be disposed of for any value.
- Adding statement that Assets are not to be given to employees, contractors or councillors.
- Removal of this paragraph "it is recognised that on occasion there will be individual circumstances where sale to a staff member may be the most practical or fair and reasonable manner of disposal. In these instances, the General Manager is to document all decisions and reasons for such decisions in relation to the asset disposal".
- Add statement: Sale of real estate – disposal of land and buildings requires a resolution of council and maybe sold by tender, public auction, through a registered real estate agent or at market value with negotiations conducted by the General Manager or delegate.
- Add in a paragraph regarding Conflicts of Interest.

Local Preference Purchasing Policy

This policy has been developed to ensure Lachlan Shire Council (Council) achieves the best 'overall value-for-money' in its procurement of goods and services, while (where possible) giving preference to local suppliers, and non-local suppliers using local content.

Council's Local Preference Purchasing Policy aims to use Council's procurement actions to encourage and support local suppliers and support economic activity within the Shire while achieving Council's overall 'value for-money' objective. This approach seeks to maximise overall community benefit for the Shire.

Significant changes from the previously adopted policy

- Redefining local supplier and local content to reflect modern business practices
 - Insertion of the updated tender threshold of \$250,000
 - Making it clear that:
 - Where the aggregated or cumulative cost of a contract conducted over more than two financial years is likely to exceed the tendering threshold then a tender is required.
 - Invoice or order splitting to avoid tendering requirements is not permitted
- 1.

- Clearly state how the local preference policy applies to tenders. That is:
 - no price preference will be applied but
 - where applicable, it will be a requirement that the tender assessment criteria will include a 10% local content weighting criteria.

Internal submissions received

1. Improving clarity around when a tender is required-accepted by management. Updated wording is set out below:

Council will not enter into any contract for the supply of goods or services or for a term panel for more than 2 years, without going to tender, if the total value of contact is expected to exceed \$250k.

2. Modify purchase value bands-this was accepted by management.
 - 2.
3. Modify quoting requirement to remove need for quote in band 2-this was rejected by management.

Table 1- Procurement Requirements – All amounts are inclusive of GST

MODIFIED TABLE AFTER SUBMISSION

Purchase value bands	Process	Quotation type
\$0 - \$499	Work Order & staff member’s full name to be provided to supplier and quoted on invoice. Purchase orders are encouraged	Not needed
\$500 - \$4,999	Purchase Order	One (1) written or verbal quote. Verbal quote requires a legible diary entry
\$5,000 - \$49,999	Purchase Order	Invite two (2) written quotations
\$50,000 - \$249,999	Purchase Order	Invite three (3) written quotes
\$250,000 and above	Purchase Order	Formal tender process as per Local Government legislation.

TABLE ORIGINALLY SUBMITTED TO COUNCIL APRIL 2020

Purchase value bands	Process	Quotation type
\$0 - \$499	<u>Non-stores staff:</u> Work Order & staff member’s full name to be provided to supplier and quoted on invoice.	Not needed

	All purchasing undertaken by stores staff require a Purchase order.	
\$500 - \$1,999	Purchase Order	One (1) written or verbal quote. Verbal quote requires a legible diary entry
\$2,000 - \$49,999	Purchase Order	Invite two (2) written quotations
\$50,000 - \$249,999	Purchase Order	Invite three (3) written quotes
\$250,000 and above	Purchase Order	Formal tender process as per Local Government legislation.

There were no public submissions received.

FINANCIAL AND RESOURCE IMPLICATIONS

Application of the Local Preference Purchasing Policy can result in a negative financial impact on Council when looking purely at prices quoted. The policy incorporates a number of non-price considerations as well. It is important to note that the application of this policy means that the lowest price is not necessarily chosen.

In addition, the discount does not reduce the price council has to pay the supplier. The overall benefit to the community is achieved from supporting a local business.

Two examples of this are set out in the Local Preference Purchasing Policy.

LEGAL IMPLICATIONS

There is legal risk if transactions are not compliant with the Local Government Act 1993 and associated regulations, Trade Practices Act 1974 (Cth) and the Fair Trading Act 1987 (NSW).

RISK IMPLICATION

Adoption of the revised policies assists Council in mitigating the risks associated with improper purchasing and or disposal of assets.

The risk of fraudulent activity will also be reduced if the policy is followed.

Financial risk where best value for money is not achieved.

STAKEHOLDER CONSULTATION

Council staff, OMT & ELT.

Council at its April 2020 meeting.

The 3 proposed policies went on public exhibition for 42 days. The proposed Policies were uploaded to Council's website. Copies of the policies were also on display at the Lake Cargelligo and Condobolin council offices, Tottenham Post Office and the Tullibigeal Co-Op. Submissions were accepted until 4:30pm on 22 June 2020.

CONCLUSION

The policies reinforce Council's position on the purchasing and disposal of assets by providing documented practices and guidelines for staff to follow.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 – Strong Effective & Responsive Council

4.2.1 - Council is financially sustainable and provides services at a level expected by the community.

4.2.2 Council's decision making is equitable and ethical - ensure Policies are reviewed regularly

4.2.5 Council's exposure to risk is minimised

ATTACHMENTS

1. **Procurement Policy**
2. **Local Preference Policy**
3. **Disposal of Assets Policy**

RECOMMENDATION

That:

1. The Director of Corporate and Community Services Report No R20/129 be received and noted
2. The following policies be adopted;
 - a) Procurement Policy
 - b) Revised Local Preference Purchasing Policy; and
 - c) Newly created Disposal of Assets Policy
- 3.
3. The existing Procurement and Disposal Policy be withdrawn and be replaced by the draft policies detailed in this report.



Policies, Procedures and Guidelines

PROCUREMENT POLICY

FIN008

BACKGROUND

Lachlan Shire Council (Council) is committed to procurement practices that achieve the best possible value for money, and employ highly transparent, accountable and ethically sound processes. This is achieved by conducting thorough evaluations of the whole-of-life cost of purchases, ensuring that best practice procurement processes are communicated, understood and adhered to by all parties.

This Policy applies to Council's procurement functions including purchasing, tendering, contract management and payments as they relate to the acquisition and use of goods and services. Through observing this Policy, Council will procure goods and services in a financially, environmentally and socially sustainable and acceptable manner.

OBJECTIVE

The objectives of the Procurement Policy are to:

- Ensure the procurement process is open, fair, transparent, consistent and in accordance with Council's Code of Conduct and all other policies and procedures as appropriate;
- Comply with the requirements of the Local Government Act (NSW) 1993 and associated Regulations;
- Encourage competitive procurement of goods, works and services to maximise community benefit;
- Ensure that funds are spent effectively and economically by taking into account price and non-price factors (such as after sales service, warranty, safety, environmental, repair costs, spare parts, etc.) i.e. Value for Money;
- Ensure segregation of duties in the requisitioning, approval and payment functions.

SCOPE

This Policy applies to all members of Council staff, including Councillors and all consultants, contractors, or temporary or casual employees of Council, who are involved in any Council procurement process, not only those staff members with financial delegation limits.

This Policy applies to all procurement and contracting activities undertaken by Council, including, but not limited to, the following methods:

- a) Petty cash;
- b) Charging purchases to an account council has with a supplier;
- c) Fuel cards;
- d) Council credit cards;
- e) Expressions of Interest;
- f) Tendering;
- g) Goods or services procured by third parties, such as contractors, acting as representatives of Council.

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Version: 1	Commencement Date: April 2020	Last Review Date:	Next Review Date: April 2023	TRIM No. D15/9646

PROCUREMENT POLICY **FIN008**

DEFINITION

- Contract:** The written agreement between the Council (as the purchaser) and the Service / Goods Provider.
- Procurement:** The acquisition of works, goods and services. Includes the evaluation of suppliers, preparation of purchase orders, receipt of goods / services and approval of payment.
- Purchase Order:** The authority to the supplier to supply and invoice items at the prices agreed via the quoting process. The purchase order is a legal and binding contractual agreement on all parties.
- Quotation:** Any verbal or written offer for procurement under \$250,000.
- Tender:** Written submissions for procurement valued at \$250,000 and over invited and administered in accordance with the Local Government Act and associated Regulations.
- Tender Panel:** A panel comprising the Project Manager and a minimum of two (2) other appropriate persons for the purpose of assessing and recommending tenders valued at \$250,000 and over.

POLICY

Delegation of Authority

The Council delegates the General Manager the authority to incur financial expenditure on behalf of Council under the following provisions;

- Where expenditure has been provided for in Council's Budget; or
- Genuine emergency or hardship

The General Manager is authorised to enter into contracts on behalf of Council within the delegation authorised.

Other employees may only incur expenditure on behalf of Council if;

- The employee has been granted a financial delegation by the General Manager AND
- The delegation is recorded in the Register of Delegation of Authority AND
- The Expenditure is provided for in Councils budget
- OR
- In the case of genuine emergency or hardship where the power to incur expenditure in these circumstances has also been delegated to any particular employee or employees.

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PROCUREMENT POLICY

FIN008

Responsible financial management

The principle of responsible financial management is to be applied to all procurement activities. Council funds are to be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the cost of the procurement process without compromising any of the procurement principles set out in this policy.

Value for money

Procurement activities are to be carried out on the basis of obtaining value for money. This means minimising the total cost of ownership over the lifetime of the good or service consistent with acceptable quality, reliability, safety and delivery considerations.

Contracts will be sized and packaged with a view to maximising the economies available through the quotation/tender process and ensuring that the process provides real competition.

Council is committed to ensuring funds are spent effectively and economically by taking into account price and non-price factors.

Non-price factors may include:

- Quality;
- Reliability and reputation of supplier;
- Availability and delivery time;
- After sales service;
- Warranty;
- Safety;
- Trading terms and discounts;
- Whole of life cost of the goods and services; and
- Sustainability principles.

Sustainability

Where appropriate procurement decisions should incorporate principles of environmental sustainability, such as:

- Eliminate inefficiency and unnecessary expenditure;
- Minimise waste;
- Save water and energy;
- Further stimulate the demand for sustainable products; and
- Play a leadership role in advancing long-term social and environmental sustainability.

KEY RESPONSIBILITIES

All council Staff

- To ensure any procurement activities for which the staff member is responsible for are undertaken in accordance with this policy and within legislative requirements;
- Only participate in the tendering process if you have delegated authority to do so;
- Must not spend funds from another officer's budget without their authority;
- Must not purchase goods or services that exceed your delegated authority;
- Must not expend funds in excess of your total budget.

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PROCUREMENT POLICY

FIN008

Executive and Senior Leadership

- To set an example for staff by complying with this policy in relation to all procurement activities; and
- To communicate and enforce the principles of the policy to staff.

General Manager

- To lead staff in their understanding of and compliance with this policy; and
- To set an example for staff by complying with this policy in relation to all procurement activities.
- To accept reports of any suspected breach of this policy by staff or councillors.

Mayor

- To lead Councillors in their understanding of and compliance with this policy.
- To accept reports of any suspected breach of this policy by the General Manager or councillors.

All council staff and councillors have a duty to report any suspected breaches of the policy to the Disclosures Coordinator, Disclosures Officer or the General Manager.

- Disclosures Coordinator: Director Corporate & Community Services
- Disclosures Officer: Manager Human Resources

Suppliers

- Conduct business with Council in an ethical manner;
- Comply with all work health and safety requirements; and
- Must not lobby Councillors or staff or seek favour or advantage during procurement activities
- Meet all requirements of the Statement of Business Ethics Policy.

PROCUREMENT REQUIREMENTS

Where the total cost of a contract conducted over more than two financial years is likely to exceed \$250,000 inclusive of GST a tender is required.

In emergent situations, the General Manager has discretion to vary the process in writing as required (up to \$250,000).

All purchases may be subject to the "Local Preference Purchasing Policy".

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PROCUREMENT POLICY

FIN008

Table 1- Procurement Requirements – All amounts are inclusive of GST

Invoice or order splitting to avoid quoting or tendering requirements is not permitted under legislation.

Purchase value	Process	Quotation type
\$0 - \$499	Work Order & staff member's full name to be provided to supplier and quoted on invoice. Purchase orders are encouraged	Not needed
\$500 - \$4,999	Purchase Order	One (1) written or verbal quote. Verbal quote requires a legible diary entry
\$5,000 - \$49,999	Purchase Order	Invite two (2) written quotations
\$50,000 - \$249,999	Purchase Order	Invite three (3) written quotes
\$250,000 and above	Purchase Order	Formal tender process as per Local Government legislation.

Quotations

Quotes are not required if you engage one of the suppliers who are on the Local Government Procurement (LGP) contract panel BUT you must:

- Issue a correctly authorised Purchase Order
- quote the LGP contract number on the Purchase Order

Quotes are not required when there is genuinely one supplier but you must

- Issue a correctly authorised Purchase Order
- quote the "sole supplier" on the Purchase Order

The assessment of quotations will be objective, consistent, documented and transparent.

Council will only accept one quotation from each supplier; suppliers will not be given an opportunity to re-quote for the supply of goods and services unless the scope of work changes.

Council will discontinue all dealings with suppliers it reasonably suspects of having engaged in unethical conduct.

Quotes are required to ensure the correct amount is shown on the Purchase Order.

Where appropriate Council will also take further action against these suppliers, including legal action and reporting suspected fraud or corruption to the Police and the Independent Commission against Corruption.

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PROCUREMENT POLICY

FIN008

Purchase Orders

All purchases over \$499 will require a purchase order to be generated and correctly authorised utilising Council’s purchase order system. This will allow Council to adequately reconcile goods ordered with goods received; monitor ordering approvals as well as monitoring Council cash flow and budgets.

Whilst all goods and services should ideally have a Council purchase order issued before an invoice is received there will be times when Council receives invoices for goods and services for which no order has been issued.

On these occasions a copy of the invoice shall be forwarded to the relevant officer for payment authorisation up to the officer’s delegated authority. **This should be the exception, not a regular occurrence for purchases over \$499.**

Purchase Orders are not to be raised after the invoice has been received.

Exceptions may include:

- Ongoing invoices for contracted periods e.g. electricity & telephone accounts and insurance premiums, monthly rentals
- Subscriptions & memberships – although review of the necessity of these items should occur prior to renewal
- Solicitors
- Reimbursements

Tendering

Council will not enter into any contract for the supply of goods or services or for a term panel for more than 2 years, without going to tender, if the total value of contact is expected to exceed \$250k. All procurement in excess of \$250,000 must be managed via a tender process unless:

- exempt under the Act or
- you engage one of the suppliers who are on the Local Government Procurement (LGP) contractor panel.

If you engage a LGP supplier you must:

- Issue a correctly authorised Purchase Order
- quote the LGP contract number on the Purchase Order

All Tenders will be conducted in accordance with Section 55 of the Local Government Act (NSW) 1993 and the Tendering Guidelines for NSW Local Government – October 2009

Invoice or order splitting to avoid tendering requirements is not permitted under legislation.

Where the total cost of a contract conducted over more than one financial year is likely to exceed \$250,000, a tender is required.

Whilst a formal tendering process is not required for purchases under \$250,000, a formal tendering process can be utilised for any purchase under the threshold. This is advisable in the following situations:

- The purchasing amount is close to \$250,000;
- The goods or services are of significant public interest;
- The purchase may be considered to be controversial or contentious;

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PROCUREMENT POLICY

FIN008

- The procurement process is complex; or
- The expected price of procurement is unknown.

Council's tendering process does not permit applicants to canvass, lobby or contact Council officials other than the advertised contact person. Applicants will be disqualified from tendering if they do anything that may be considered as an attempt to influence Council's decision.

Purchase of media / advertising

The purchase of paid media / advertising will be undertaken in accordance with this policy.

Local Government Procurement Contracts

Local Government Procurement undertakes group tenders on behalf of NSW Councils to obtain competitive contracts. Lachlan Shire Council may utilise these supply arrangements to procure goods and services. These arrangements are compliant with the Act and Regulations.

If using one of the suppliers who have a LGP contract, you must quote the LGP tender number on the Purchase order BUT

- You do not need to obtain quotes AND
- You do not need to go to tender for purchasing over \$250,000

PURCHASING METHODS

Petty Cash

Petty cash may be used to meet the need for the procurement of small incidental goods in urgent situations and is limited to \$100 per transaction.

Credit Cards

The use of corporate credit cards must be in compliance with Council's Credit Card Policy.

Fuel Cards

The use of Council fuel cards will only be used for the purchase of fuel for Council vehicles.

Supplier account

May only be used for the purchase of items for council business. You may not purchase above your delegated authority. If you do not have delegated authority, you must not spend on a supplier account.

RIGHT TO VARY

Council retains the right to vary or terminate this policy at any time.

RELATED DOCUMENTS

- Local Government Act 1993
- Local Government (General) Regulations 2005
- Tendering Guidelines for NSW Local Government – October 2009
- WHS Act 2011
- Local Preference Purchasing Policy
- Disposal of Assets Policy
- Statement of Business Ethics Policy
- Internal Reporting Policy
- Fraud and Corruption Policy

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PROCUREMENT POLICY

FIN008

Gifts, Benefits and Bribes Policy
 Credit Card Policy
 Code of Conduct for Staff
 Code of Conduct for Councillors
 Government Information (Public Access) Act 2009 (GIPA Act)

Greg Tory
 GENERAL MANAGER

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Policies, Procedures and Guidelines

LOCAL PREFERENCE PURCHASING POLICY

GEN005

OBJECTIVE

This policy has been developed to ensure that Lachlan Shire Council (Council) achieves the best 'overall value-for-money' in its procurement of goods and services, while (where possible) giving preference to local suppliers, and non-local suppliers using local content, to support economic development in the Lachlan Local Government Area (LGA).

The Council's Local Preference Purchasing Policy aims to use Council's procurement actions to encourage and support local suppliers and support economic activity within the Shire where it is efficient to do so, while achieving the Council's overall 'value for-money' objectives. This approach seeks to maximise overall community benefit for the Shire.

SCOPE

This policy applies to all Council staff, businesses, organisations and any parties involved in procurement and tendering activities.

DEFINITION

Local Content: means goods or services procured from

- i. a local supplier, as defined below;
OR
- ii. a business that has had employees living permanently in Lachlan Shire Council for not less than six months prior to the date of the Procurement request.

Local Supplier: means Local Supplier is a business who meets at least one of the following criteria:

- i. is a ratepayer in Lachlan Shire Council;
OR
- ii. has a physical premises located in Lachlan Shire Council and must be owned by locals or employ;
OR
- iii. local staff employs staff permanently based in the Lachlan Shire Council.

Net Cost: means, in relation to a quotation, tender or expression of interest, the total amount quoted or offered by a supplier for the supply of goods or services, including any freight or delivery charges and excluding GST and any discounts or rebates offered by the supplier.

Concession: means the application of a percentage-based 'reduction' of the pricing of any submission deemed to comply with the above 'local content' and/or 'local supplier' definitions.

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LOCAL PREFERENCE PURCHASING POLICY GEN005

POLICY

Policy Implementation

To assist local industry and local economic development the Council will:

- Encourage a 'buy local' culture within the Council;
- Encourage local suppliers to participate in Council business by advertising all tenders, contracts and expressions of interest in a manner readily available to the local community;
- Package requirements in appropriately sized contracts to suit market capacity and encourage local competition;
- Ensure that procurement policies and procedures do not disadvantage local suppliers;
- Ensure transparency in Council procurement practices;
- Encourage use of local suppliers by contractors, whenever goods or services have to be sourced from outside the Shire;
- Consider the non-price value-for-money considerations set out in this Policy; and
- Apply a price preference concession in favour of local suppliers, as set out in this Policy.

Tendering – Application of the Preference

The tender threshold is currently \$250,000.

Where the aggregated or cumulative cost of a contract conducted over more than two financial year is likely to exceed the tendering threshold then a tender is required. Invoice or order splitting to avoid tendering requirements is not permitted under legislation.

For procurements over \$250,000 obtained through a tender process no price preference will be applied. Where applicable, it will be a requirement that the tender assessment criteria will include a 10% local content weighting criteria.

Non-price value-for-money consideration

Council acknowledges that in assessing 'overall value-for-money', the following non-price considerations should be taken into account (where relevant) in relation to a Procurement Request:

- availability and access to after-sales service and maintenance;
- quality, type and availability of goods or services;
- advantages in dealing with a local supplier, including administrative and operational efficiency;
- the proportion of local content to be supplied;
- whole-of-life costs of the purchase or contract;
- compliance with specifications, guidelines and requirements;
- the suppliers knowledge, experience and ability to fulfil the requirements of the contract or purchase;
- the suppliers commitment to supporting local businesses and the local economy through sub-contracting and other supplier arrangements; and
- net benefits to the Shire, including economic benefits.

Notwithstanding the Council's Local Preference Purchasing Policy, an assessment of responses to a Procurement Request must consider all of the above factors, in conjunction with price and locality considerations.

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Price preference concession

For the purposes of comparing the price tendered by local and non-local suppliers, the price preference discount set out below will be applied and given to:

- Local suppliers submitting responses to Procurement Requests which are assessed in relation to this policy; and
- Non-local suppliers submitting responses to Procurement Requests, which include use of local content and which are assessed in relation to this policy.

Local suppliers will receive a 10% concession on their submission up to a maximum concession of \$25,000.

Non-Local suppliers using local content will receive a 10% concession on the local content component only of their submissions up to a maximum concession of \$25,000.

Obtaining Concessions

To be eligible for either discount, suppliers must specifically detail and explain in their response to Council's Procurement Request the particular facts upon which they rely to establish their eligibility for the discount and must provide any evidence of such eligibility as reasonably requested by the Council.

Procedural matters

All Procurement Requests issued by Council must clearly state if and how a price preference for local suppliers will be applied so that respondents to such Procurement Requests are aware of the Local Preference Purchasing Policy.

All Procurement Requests resulting in local preferences being applied must be clearly documented.

Overall Local preference

In the event that after any discounts allowed under this policy are applied, quoted prices from a local supplier and a non-local supplier are equal

AND

- both suppliers otherwise meet the criteria and requirements of the Procurement Request; and
- Each supplier (and its goods and/or services) is otherwise regarded as being 'equal', taking into account the non-price value-for-money considerations set out above

THEN

preference will be given to the local supplier.

To be clear:

- normal processes of assessment of non-price considerations still apply, and
- this policy does not require that the lowest cost tender be necessarily successful.

The purpose of this policy is to give preference to local suppliers (compared to non-local suppliers) only where all else is equal.

It should be understood the supplier quoted price for the good remains the same. The discount is

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only applied for the purpose of deciding who will supply the product to council.

IMPLEMENTATION

Examples of how the policy may be implemented are shown below.

EXAMPLE 1

A tender for the supply of goods and services attracts the following bids:

- Quote A of \$9,750 is received from a non-local supplier, which is using non-local supplies and services. No price preference discount applies as there is no content identified.
- Quote B of \$10,000 is received from a local supplier within the Shire. A 10% price preference discount applies to the net cost, which is discounted to \$9,000 for comparison purposes.

The local price preference discount is applied as follows:

Tenders received	Preference	Calculation	Total bid for evaluation
Quote A (non-local supplier) \$9,750	No preference applicable	n/a	\$9,750
Quote B (local supplier) \$10,000	10% price discount is applied	Less 10% of \$10,000 = \$1000	\$9,000

Quote B is successful, subject to all other considerations being met. **Price paid by Council to the supplier remains \$10,000.** The discount is only applied for the purposes of choosing a supplier.

In this case it is clear the lowest tender price was not successful but it is clearly demonstrated as to why quote B was chosen.

EXAMPLE 2

A tender for contract attracts the following bids:

- Quote A of \$490,000 (net cost) is received from a non-local supplier, which includes local content of \$150,000. A 10% price preference discount applies to the local content component of the bid (\$150,000). The discounted total net cost of the bid is therefore \$475,000 for comparison purposes.
- Quote B of \$500,000 (net cost) is received from a local supplier. A 10% price preference discount applies to the total net cost of the bid. The discount is limited to the maximum discount of \$25,000. The total discounted net cost of the bid becomes \$475,000 for comparison purposes.

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The local price preference discount is applied as follows:

Tenders received	Preference	Calculation	Total bid for evaluation
Quote A (non-local supplier) \$490,000	10% price discount is applied to the local content	Less 10% of \$150,000 = \$15,000	\$475,000 (\$490,000 less \$15,000)
Quote B (local supplier) \$500,000	10% price discount is applied up to the maximum discount of \$25,000	Less 10% of \$500,000 = \$50,000 (Maximum discount that can be applied is \$25,000)	\$475,000 (\$500,000 less \$25,000)

As Quote B comes from a local supplier, and on the basis that all other considerations were equal, Quote B is successful even though the discounted prices were equal.

Price paid by Council to the supplier remains \$500,000. The discount is only applied for the purposes of choosing a supplier. This is an example of the lowest price not being successful.

The application of the local preference purchasing policy means Council pays \$10,000 more than it could have for the same good or service as the non-local supplier price was \$490,000. However the application of the policy is for overall community benefit.

RIGHT TO VARY

Council reserves the right to vary or terminate this policy at any time.

RELATED DOCUMENTS

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Tendering Guidelines for NSW Local Government – October 2009
- Code of Conduct for Staff
- Code of Conduct for Councillors
- Lachlan Shire Council Procurement Policy

Greg Tory

GENERAL MANAGER

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Policies, Procedures and Guidelines

DISPOSAL OF ASSETS POLICY

GEN015

OBJECTIVE

To provide a systematic and accountable method for the disposal of assets and to ensure the process is transparent. All disposal of assets must comply with both Council's Code of Conducts and all relevant legislation.

SCOPE

This policy applies to all assets and applies to employees, councillors and contractors who deal with the disposal of assets within Council.

This policy excludes **community land**. Under the Local Government Act 1993 No 30 Section 45 (1) council has no power to sell, exchange or otherwise dispose of community land.

DEFINITION

Asset: is a resource controlled by the Council as a result of past events and from which future economic benefits are expected to flow to the Council, and/or they have the capacity for future service delivery.

POLICY

Guidelines

Assets referred to in this policy encompass all items of value to Council. This includes, but is not limited to, plant and equipment, office equipment, office furniture and stock items.

At all times, surplus assets or materials should be disposed of in a manner that maximises returns whilst ensuring transparent and effective competition.

Prior to the disposal of any asset, Council must ensure that no other department within Council has a requirement for the asset. When necessary, community consultation is conducted prior to disposal of significant assets.

All asset information should be reviewed prior to disposal to ensure that informed decision making pertaining to the disposal can be made.

Items of historical or cultural significance should be given special regard adhering to relevant guidelines and regulations.

Any dangerous or hazardous goods are to be disposed of only in the manufacturers recommended manner and within legislative requirements. Expert advice should be obtained from Council's waste or environment officers where necessary.

It is to be made clear to all prospective buyers that assets are sold as-is and at the buyer's risk. Buyers are to rely on their own enquiries regarding the condition and workability of assets. No warranty or after sale service is to be offered on any assets disposed of.

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DISPOSAL OF ASSETS POLICY

GEN015

Delegation of Authority

The General Manager has delegated authority to dispose of Council owned assets that are surplus to requirements, excluding land, which may only be disposed of by resolution of Council. **This includes assets that are to be dumped as they are no longer serviceable and cannot be disposed of for any value. Assets are not to be given to employees, contractors or councillors.**

Note: Community land. Under the Local Government Act 1993 No 30 Section 45 (1) council has no power to sell, exchange or otherwise dispose of community land.

In addition, the General Manager has delegated this authority to the following Council officers:

- Director Corporate and Community Services;
- Director Infrastructure Services; and
- Director Environment, Tourisms and Economic Development

Decision to Dispose

A decision to dispose of an asset may be based on one or more of the following:

- Reached the end of its useful life;
- Surplus to requirements;
- Under-utilised;
- Not fit for purpose;
- Unserviceable; or
- No longer meets legislative requirements

Preparing Assets for Disposal

Thorough inspections must be carried out prior to disposal to ensure assets do not contain:

- Additional items not intended for sale;
- Confidential documents;
- Any other Council documents or Software (which may lead to a breach of license or contain confidential data);
- Hazardous material.

As far as practical, any Lachlan Shire Council branding or identifying marks should be removed.

Stock items and spare parts

Store personnel should be notified if disposal of an asset impacts stock items. Spare parts held for a particular asset (being disposed) should be disposed of in conjunction with the asset.

Disposal Methods

The principal methods for disposal of assets are:

- Destruction – where assets are of no economic value or deemed to be unsafe;
- Donation to registered charities or community organisations – where estimated value of individual assets does not exceed \$2,000;
- Negotiated sales – where the estimated value of individual assets does not exceed \$2,000 or assets are to be disposed of to the Rural Fire Service or to other Local Government councils;
- Auction – assets with an estimated value between \$2,000 and \$250,000 may be disposed of by public auction;

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GEN015

- Trade In – motor vehicle, plant and equipment assets;
- Tender – all assets with an estimated individual value between \$2,000 and \$250,000 may be disposed of by tender. All assets with an estimated individual value greater than \$250,000 must be disposed of by tender. Real estate is excluded from this requirement;
- Sale of real estate – disposal of land and buildings requires a resolution of council and may be sold by tender, public auction, through a registered real estate agent or at market value with negotiations conducted by the General Manager or delegate.

Section 55 of the Local Government Act 1993 sets out the parameters for Tendering, and should be referenced and complied with, where relevant. Section 55 (3) (d) states that the tendering requirements do not apply to a contract for the sale by a council of land.

Sales to Staff, Contractors and Councillors

Sale of assets to staff, contractors and councillors must not occur outside of a public process.

The Independent Commission against Corruption (ICAC) recommends that invitations to bid for the purchase of any surplus Council assets should not be limited to staff, contractors or to elected officials. Members of the public must also be provided with the opportunity to compete for the purchase.

Conflicts of Interest

A conflict of interest exists where a reasonable and informed person would perceive that a member of Council staff or an individual councillor could be influenced by a private interest when carrying out their public duty. Members of Council staff or individual councillors involved in the procurement process must avoid any conflict of interest.

Any conflict of interest, whether pecuniary or non-pecuniary, involving a member of Council Staff or an individual councillor, their spouse, relative, partner, friend or business associate must be declared and must be dealt with in accordance with the relevant Council Code of Conduct.

Donations to Community Groups and Registered Charities

This method of disposal may not be used for individual assets with an estimated value of more than \$2,000.

Donations of assets surplus to Council requirements may only be made with the authority of the General Manager and only after exploring all avenues for recouping a fair value for Council.

A request by a community group or registered charity for the donation of Council assets must be made in writing. In evaluating such requests, the following must be considered:

- Community groups and registered charities should receive equitable treatment;
- A check should be made to ensure the group is not a disguised business operation providing funds or remuneration to the principals; and
- A check should be made to ensure the group is not-for-profit and that the intended use of the asset is non-commercial.

The recipient group is responsible for the removal of the asset at no cost to Council.

RIGHT TO VARY

Council reserves the right to vary or terminate this policy at any time.

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DISPOSAL OF ASSETS POLICY

GEN015

RELATED DOCUMENTS

Procurement Policy

Asset Accounting Policy

NSW Local Government Act 1993

NSW Local Government (General) Regulation 2005

Tendering Guidelines for NSW Local Government – October 2009

Code of Conduct for Staff

Code of Conduct for Councillors

Greg Tory

GENERAL MANAGER

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8.3 REVIEW OF INFORMATION SERVICES POLICIES-CCTV POLICY

TRIM Number: R20/161

Author: Information Services Manager

PURPOSE

The purpose of this report is to formally adopt a recently reviewed existing policy Public CCTV Code of Practice.

SUPPORTING INFORMATION

A copy of the policy Public CCTV Code of Practice is attached for Council's consideration and adoption.

BACKGROUND

As part of Council's governance framework it is necessary that Council regularly review its policies that set out its expectations in relation to how Council assets are managed and protected; how it wishes to be represented in interactions with the community; ensuring compliance with relevant legislation and expected standards of behaviour for employees.

Council staff will be progressively reviewing existing policies and updating as required to reflect changed circumstances or, where necessary, developing new policies for Council adoption.

ISSUES AND COMMENTS

Council has public CCTV Cameras operating in Bathurst Street in the Condobolin CBD. The main objective of Council's CCTV program is to reduce personal and property crime. The Public CCTV Code of Practice contains standards to guide the operation of Council's Public CCTV Program and is supplemented by Council's Standard Operating Procedures, which provide instructions on the day-to-day operation of the CCTV system.

The amended Public CCTV Code of Practice contains no significant variations from the existing policy. It has been reviewed for currency and reformatted where necessary.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no additional financial implications beyond the operational budget.

LEGAL IMPLICATIONS

None Identified

RISK IMPLICATIONS

2. Adoption of this policy will assist Council in mitigating the risks associated with:
 - security of Community information and infrastructure
 - legal liability and
 - damage to Council reputation.

CONCLUSION

Council should adopt the revised Public CCTV Code of Practice as amended.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 4.2.2 Council's decision-making is equitable and ethical - ensure Policies are reviewed regularly
4.2.5 Council's exposure to risk is minimised

ATTACHMENTS

1. Public CCTV Code of Practice

RECOMMENDATION

That

1. The Director Corporate and Community Services Report No R20/161 be received and noted.
2. The revised Public CCTV Code of Practice be adopted.



Policies, Procedures and Guidelines

PUBLIC CCTV CODE OF PRACTICE

CSG055

BACKGROUND

Lachlan Shire Council (LSC) considers it important to make efforts to reduce crime. It is recognised however, that crime will never entirely be prevented. Closed circuit television (CCTV) can bring benefits to the community and assist through reducing crime which can lead to enhanced public safety in particular locations or in a particular area.

Council's CCTV Program is one of several initiatives designed to facilitate greater community safety in reducing and preventing crime. It assists Council and the NSW Police to work together to help provide a safer environment, reduce crime levels by deterring potential offenders and aid in crime detection and apprehension of offenders.

OBJECTIVE

The objective of the CCTV Program is to reduce personal and property crime, in association with a range of other crime prevention strategies. The Code of Practice contains standards to guide the operation of Council's CCTV Program.

POLICY

CCTV cameras may bring benefits to the community, such as a reduction in crime, which can lead to enhanced community safety in a particular area.

CCTV is only one of a range of strategies that Council utilises with an aim to reduce crime. Other strategies include activating public space, appropriate lighting, natural surveillance, access control and signage.

This Council Policy, which is designed to operate as a Code of Practice, contains the basic standards in accordance with which Council's CCTV Program will be operated.

CCTV cameras were installed at locations determined on the basis of advice provided by the NSW Police, Council's Safety in Lachlan Committee Group (in 2013) and other intelligence.

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PUBLIC CCTV CODE OF PRACTICE

CSG055

CCTV cameras have also been installed in Council assets, including Council buildings, in order to achieve the objectives listed below.

It is acknowledged that CCTV cameras installed in public place locations and as part of Council infrastructure may also capture Council staff performing work tasks. The CCTV Program, the subject of this Code of Practice, is not designed to intentionally provide workplace surveillance. Where the purpose is to provide workplace surveillance and/or a record of accidents or other non-crime related incidents, Council’s Workplace Surveillance Policy must be complied with.

CCTV cameras are also installed from time to time by tenants or licensees of Council land or buildings in accordance with terms of leases and/or licences with Council, or as a separate safety measure by the tenant or licensee. Except in relation to key sites identified in the table below, where the vision is recorded and held by Council, such cameras lie outside the scope of this Policy. Accordingly, all references to CCTV cameras in this Policy refer only to cameras operated and monitored by Council.

CCTV cameras have been installed in the following locations:

- Condobolin Community Centre
- National Australia Bank
- Moncrief Stock and Station Agent
- Condobolin Hotel
- Condobolin Ambulance Station

The cameras have the following purpose:

- Assist in reducing personal and property crime levels by deterring potential offenders
- Assist in reducing the public’s fear of crime
- Assist Police in determining the appropriate allocation of resources in situations where the commission of a crime is in progress
- Assist in the detection and prosecution of offenders
- Help secure a safer environment and protect the community and property from crime

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OWNERSHIP OF THE PROGRAM

- Lachlan Shire Council is the owner of the CCTV Program
- Lachlan Shire Council is responsible for the development and implementation of the CCTV Program.
- Lachlan Shire Council will be responsible for the introduction and implementation of the Code of Practice and all supporting procedures in relation to the Program.
- Lachlan Shire Council will consult with and provide relevant information to the public about the operation of the CCTV Program and about any proposed changes to the Code of Practice.
- The NSW Police Force is a key partner in the CCTV Program as well as operator of the system.

CONFIDENTIALITY

The confidentiality and integrity of images captured on CCTV will be managed by the following guidelines:

- Under no circumstances is any technical information relating to the CCTV program including camera capability, police procedures etc. to be provided to unauthorised persons
- All authorised staff are to refrain from offering opinions, recommendations or remarks, especially 'off the record', in relation to images captured to any third person unless authorised by Lachlan Shire Council.
- As Police are the operators of the CCTV program, they are able to view live footage, review recorded footage and to take copies of the recorded footage. They may still from time to time request a copy of recorded footage from council.
- Subject to the provisions of any legislative requirement, all requests for CCTV footage and Police enquiries are to remain confidential and should include the police officer's name, a Police Incident Number, the date and start time of the requested footage, and the date and end time of the requested footage.
- Requested footage is to be delivered electronically directly to the designated CCTV computer at the police station.

MEDIA ENQUIRIES

Media enquiries in relation to the CCTV program are to be directed to the General Manager in the first instance and then to the relevant Local Area Commander. Under no circumstances is any information to be provided to the media by Council staff. Any enquires relating directly to Police matters should be directed to the relevant Local Area Commander.

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PUBLIC INFORMATION

Lachlan Shire Council will ensure that appropriate signage is posted in all areas where CCTV cameras are operational. Signs will be displayed on the perimeter of the area covered by the system and at other key points.

These signs will:

- Inform the public that there are cameras in operation
- Allow people entering the area to make a reasonable approximation of the area covered by the cameras.
- Identify Lachlan Shire Council as the owner of the system and provide a contact phone number for further information be required.

Inquiries in relation to the Lachlan Shire Council's CCTV Program and its operation can be made in writing to:

The General Manager
 Lachlan Shire Council
 PO Box 216
 CONDOBOLIN NSW 2877

BREACHES OF THE CODE OR STANDARD OPERATING PROCEDURES

The primary responsibility for ensuring adherence to this Code and any associated documents rests with Lachlan Shire Council. This responsibility includes investigation of alleged breaches of the Code and remedied to the extent that breaches are within Council's capacity to remedy.

Complaints relating to Lachlan Shire Council's breach of this Code or Council's Standard Operating Procedures should be made in accordance with Council's Complaints Management Policy; Complaints can be made in writing to:

General Manager
 Lachlan Shire Council
 PO Box 216
 CONDOBOLIN NSW 2877

The Privacy and Personal Information Act 1998 authorises the Information and Privacy Commission NSW to receive and investigate complaints about alleged violations of privacy. Any member of the public is entitled to lodge a complaint with the Information and Privacy Commission NSW. Lachlan

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Shire Council will cooperate with the investigation of any complaint by the Information and Privacy Commission NSW.

The contact details for Information and Privacy Commission NSW are:

Information and Privacy Commission NSW
 Level 17, 201 Elizabeth Street
 Sydney NSW 2000
 Ph.: 1800 472 679
 Fax: 02 6446 9518
 Email: ipcinfo@ipc.nsw.gov.au

REVIEW AND/OR CHANGES TO THE CCTV PROGRAM AND CODE

The CCTV program is to be reviewed on a bi-annual basis. This Code of Practice and other associated documents should be reviewed alongside the program itself.

Major changes to the CCTV program or to this Code of Practice will take place only after consultation with relevant stakeholders including the Lachlan Area command and with the agreement of Lachlan Shire Council. For major changes to the operation of the program a report will be made to Council. A major change will be considered to be one that will have a significant impact on the operation of the system or to this Code e.g. a change to the aims of the program.

SYSTEM INFORMATION

The CCTV Program involves a number of cameras installed at a number of locations throughout the Condobolin CBD.

Live and/or recorded footage is able to be retrieved by authorised Lachlan Shire Council staff. All recorded footage is retained for 28 days unless required in relation to the investigation of a crime or for court proceedings.

Cameras are installed in areas within the public areas of Condobolin that have been identified as being subject to a high incidence of crime and/or antisocial behaviour. These locations are determined on the basis of crime statistics provided by the NSW Police Force and other statistical data. Social, environmental and commercial considerations are also taken into account.

AUTHORITY

- The following are authorised Lachlan Shire Council Staff:-
 - The General Manager (Ultimate authority and decision maker)
 - The Director of Corporate and Community Services (Authority in lieu of General Manager)

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- The Information Services Manager (Operator and Manager of CCTV Operations)
- The Technical Officer (Operator)
- The Corporate Support Officer (Operator)

AUTHORISED ACTIONS

- Lachlan Shire Council’s Information Services team are responsible for the operation, monitoring and retrieval of recorded footage .
- Procedures will be put in place to ensure that access to the CCTV monitoring equipment is restricted to authorised operating staff and that equipment is protected from unauthorised access.
- Operators of camera equipment will act in accordance with the highest levels of probity.

PRIMARY DUTIES

General Manager – To provide adjudication and advice to operational Staff.

Director of Corporate and Community Services – To provide adjudication and advice to operational staff in lieu of the General Manager.

Information Services Manager – To ensure that SOPs are followed and to ensure that this Code of Practice is strictly adhered to.

Technical Officer & Corporate Support Officer – To respond to requests from police staff for the provision of recorded footage within an appropriate timeframe.

Authorised Lachlan Shire Council Staff will be responsible for the retrieval and management of the CCTV program.

The prime duties and responsibilities of authorised staff are, but not limited to:

- Operation and maintenance of the CCTV equipment and software; TO, ISM
- Retrieval of footage and other recorded materials of the CCTV system; TO, ISM
- Respond to requests from Police relating to incidents and recorded material/; TO, ISM
- Adherence to policies, rules of conduct and procedures; TO, ISM DC&CS, GM
- Undertaking basic maintenance and housekeeping; TO
- Reporting technical problems affecting the equipment to the nominated maintenance and service contractor appointed by Lachlan Shire Council. TO, ISM

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USE OF EQUIPMENT

Authorised staff shall use or maintain all equipment in an acceptable manner at all times and shall report immediately any damage, deficiency or deformity discovered.

Equipment used for the CCTV Program shall be used in accordance with the Code of Practice.

Authorised staff shall maintain the highest level of protection and care whilst using the equipment and property and shall take all prudent and reasonable actions necessary to protect the system against deterioration, abuse, misuse, negligence, malicious damage and vandalism.

MONITORING SCREEN

Council

The monitoring screen is the primary point for viewing and retrieval of footage and performing CCTV system checks.

The monitoring screen shall only be accessed and utilised by authorised staff. Access to unauthorised persons will be restricted.

Police

The monitoring screen, installed at the local police station, is the primary point of viewing real-time (live) video from all CCTV cameras as well as being able to view captured footage and take copies of captured footage.

EQUIPMENT OPERATING MANUALS

Equipment operating manuals are for the use of authorised staff and maintenance staff only. The manual must not be copied or released to any third party.

STORAGE & SECURITY OF CCTV FOOTAGE

All recorded CCTV footage will be kept for a maximum of twenty-eight (28) days (recording cycle). After this period, footage will be overwritten. Each authorised officer shall complete the necessary paperwork in the CCTV footage log each time a copy is made to disk from the hard drive.

All recorded CCTV footage supplied to police is kept on the CCTV Server for up to 12 months. The server is secured in the Council Server Room.

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RELEASE OF CCTV FOOTAGE AND/OR RECORDED MATERIAL

Access to CCTV footage and materials will only be provided to meet the needs of police in connection with the investigation of a crime and/or if necessary for the purposes of legal proceedings.

CCTV footage and/or recorded materials shall only be released to authorised members of the New South Wales Police Force where there is a specific requirement to verify an incident or event that has occurred.

A request for CCTV Footage Form must be completed and submitted by the Local Area Commander or a NSW Police Officer who has been given delegated authority by the Local Area Commander to request CCTV footage, and approved by an authorised Council officer. Authorised Council staff are:

- Information Services Manager
- Information Services Technical Officer
- Corporate Support Officer
- Director of Corporate and Community Services
- General Manager

Prior to release of any requested CCTV footage, the authorised staff member shall ensure that all particulars required in the Request for CCTV footage have been included.

Requests for CCTV footage must be made within twenty-eight (28) days of the event/incident. Police should provide Council with an approximate range of dates that collected footage should cover. Council will advise Police of any delays in collecting the footage if they should arise. A copy of the request will be retained for Lachlan Shire Council records.

Where a dispute arises, the authorised staff member shall make immediate contact with the Lachlan Shire Council Information Services Manager.

Where a request for CCTV footage is made by way of a formal access application under the Government Information (Public Access) Act 2009, the application will be assessed on its merits by the General Manager.

VIEWING OF CCTV FOOTAGE ON CONTROL MONITOR

Viewing of CCTV footage on the control monitor, in council, is restricted to authorised staff only. Under no circumstances are unauthorised persons allowed to view CCTV footage from the control monitor. Prior to allowing an authorised person to view CCTV footage the staff member shall record

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the person(s) identity, department, contact details and reasons for viewing the footage in the CCTV record log.

RELEASE AND SECURITY OF CCTV HARD DRIVE

The CCTV hard drive of the CCTV system can only be released where Lachlan Shire Council has been served with a subpoena by the Court.

An authorised officer from Lachlan Shire Council will notify the General Manager that a subpoena has been received for the hard drive as a 'master copy' of CCTV footage.

The request will be recorded on a 'Request for CCTV Footage Form'.

REQUEST FOR CCTV FOOTAGE FORMS

Prior to release of any requested CCTV footage, the authorised staff member shall ensure that all particulars required in the Requisition Form have been included.

All Request for CCTV Footage Forms supplied requesting access to CCTV footage are to be referenced and retained in Content Manager. The time and date of issue is to be included on the Request for CCTV Footage Form by the authorised staff member, who will also sign his/her name as being on duty at the time.

LOSS OR DAMAGE OF RECORDED CCTV FOOTAGE

In the event that disks and/or records of footage become damaged or lost for whatever reason, the authorised staff member shall immediately inform the General Manager, Lachlan Shire Council.

The authorised staff member shall, in addition to informing the General Manager, submit an Incident Report Form as soon as possible setting out all details as to the cause and nature of any CCTV equipment damage or loss.

EQUIPMENT FAILURE

Where any item of CCTV equipment is found to be defective, has failed, or is not working in accordance with its intended purpose, in addition to submitting an Incident Report Form, the General Manager is to be contacted immediately, whether or not the failure is deemed to be of an urgent nature or not.

Where such failure or repair is deemed to be of an urgent nature, in the absence of the General Manager, the authorised repairer/contractor shall be contacted immediately.

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MAINTENANCE OF CCTV EQUIPMENT

CCTV equipment will be maintained by the authorised contracted company. The appointed contractor will work under the direct supervision of an authorised Council Officer.

All field visits by maintenance staff must be approved in advance by an authorised Council Officer. Staff shall never authorise the undertaking or request of work without written consent of the General Manager.

At any time that works are performed upon the system, including minor works, authorised staff are to perform a quality control check of all recording and camera equipment on completion of the works.

COMPLAINTS RECEIVED BY THE PUBLIC

An Incident Report Form shall be completed by staff upon receiving a complaint from a member of the public regarding any aspect of the CCTV Program. Persons making a complaint to Council regarding the CCTV Program should be advised that they can lodge an official complaint to Council in writing.

When receiving a complaint via telephone, it is essential that relevant information is obtained, including the name, contact telephone number, address and description of the issue/incident.

Where the telephone call relates to criminal or immediate safety issues, staff will instruct the public to call the NSW Police.

Council will investigate all official complaints by the public in relation to the CCTV Program and will provide a timely response to all enquiries in accordance with Council policy.

RELATED DOCUMENTS

- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television in Public Places
- The Privacy and Personal Information Protection Act 1998
- Government Information (Public Access) Act 2009 NSW (GIPA Act)
- Government Information (Public Access) Regulation 2018 NSW (GIPA Regulation)
- Government Information (Information Commissioner) Act 2009 NSW (GIIC Act)

RIGHT TO VARY

Lachlan Shire Council reserves the right to terminate or vary this policy at anytime.

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Greg Tory

GENERAL MANAGER

/ /

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8.4 DONATION REQUESTS

TRIM Number: R20/165

Author: Administration Officer - Corporate & Community Services

PURPOSE

Council is asked to consider requests for monetary and in kind support for community events to be held in the 2020/2021 financial year.

SUPPORTING INFORMATION

A copy of the donation requests are included as attachments to this report.

BACKGROUND

Throughout the year, Council receives requests from individuals, community groups and sporting clubs for financial and in kind support. This support may promote the liveability of the shire or enable residents to undertake representation in their chosen sport or activities outside the shire.

ISSUES AND COMMENTS

1. The **Southern Sports Academy** has requested sponsorship of \$200 per athlete, total \$400, towards their program.
 - I. The Academy aims at providing Southern NSW athletes with high level and professional resources not readily available to athletes in regional areas, therefore eliminating the high cost of travel to seek these resources. Applicants trial for the program or are talent identified through their sporting organisations. The academy offers pathway programs from regional to state and national competitions. Programs run from November to December each year with awards ceremonies typically held in October. Currently two young people from Lake Cargelligo are accessing the sports academy for AFLW and their names are listed on the attachment.
 - II.
2. The **Rotary Club of Lake Cargelligo Christmas Carnival Committee** have requested sponsorship towards the fireworks at their proposed December 2020 Christmas Carnival. Council donated \$1,000 to support the fireworks display in the FY2018/2019 and FY2017/2018.

Update on June 2020 meeting donation requests

Condobolin Public School Swimming Program

Meg Norrie contacted council staff on Monday 6 July 2020 seeking clarity around council's request. At the time of writing this report, (10 July 2020) council has received no information.

Cargelligo Wetland and Lakes Council Inc.-

Council staff made contact with Ian Kemp by telephone & email. At the time of writing this report, (10 July 2020) council has received none of the requested information.

FINANCIAL AND RESOURCE IMPLICATIONS

Provision has been made in the FY2020/2021 budget for \$26,680 to provide cash and in kind support for elected members donations. There have been no donations approved for the financial year to date.

LEGAL IMPLICATIONS

There are no legal implications identified.

RISK IMPLICATIONS

There is reputational risk for Council when making decisions to approve or not to approve donation requests.

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

1. Council approve the requests to be funded from the 2020/2021 Budget; or
2. Council can vary the amount of funding to be provided to some or all of the requests; or
3. Council can chose not to approve all or any of the requests.

CONCLUSION

Council is required to determine if any of the above donation requests will be funded and if approved, specify the amount of funding to be provided.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.7.3 Council's decision-making is equitable and ethical.

ATTACHMENTS

1. **Southern Sports Academy donation request**
2. **Lake Cargelligo Christmas Carnival sponsorship request**

RECOMMENDATION

That:

1. The Director Corporate & Community Services Report No. R20/165 be received and noted.
2. Council determine the amount of any support it wishes to provide to each organisation:
 - i. Southern Sports Academy
 - ii. Rotary Club of Lake Cargelligo Christmas Carnival Committee



PO Box 8545, Koorinal NSW 2650
 P: 02 6931 8111 | F: 02 6931 8011
www.ssa-nsw.org.au
 ABN 15 193 274 996

Tuesday, 30 June 2020

Mr Greg Tory
 General Manager
 Lachlan Shire Council
 PO Box 216
 Condoblin 2877

Dear Greg,

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 closed offices in mid-March and our collective network of 35 staff have/had been diligently working from home to facilitate the objectives of all Academy's and 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.

From the outset, 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 over the last 18 months 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 Team App 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;
- Weekly squad Zoom sessions

Member of:  REGIONAL ACADEMIES OF SPORT Proudly Supported By:  NSW Office of Sport  Your local club  ACTIVE  WORKOUT www.sportscotland.com.au

 SthSportsAcad  facebook.com/SouthernSportsAcademy  southernsportsacad/ Reach Your Goals!



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

- the activation of school contacts to spread messages and promotion;
- live social media instruction;
- engagement with industry stakeholders for secondary market support.

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 included as part of the COVID-19 Recovery Group for our sector alongside the Office of Sport, Sport NSW and State Sporting Organisations.

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.

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	LGA	Sport
Tommi	Booth	Lake Cargelligo 2672	Lachlan	AFLW
Madison	Morris	Lake Cargelligo 2672	Lachlan	AFLW

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

Yours sincerely,

Lincoln Kennedy

Lincoln Kennedy
 Chairman

Member of: Proudly Supported By:

SthSportsAcad facebook.com/SouthernSportsAcademy southernsportsacad/ **Reach Your Goals!**

ROTARY CLUB OF LAKE CARGELLIGO
CHRISTMAS CARNIVAL COMMITTEE
PO BOX 118
LAKE CARGELLIGO NSW 2672

6TH July, 2020

Mr Greg Torey
GM Lachlan Shire Council
CONDOBOLIN NSW

Dear Greg,

Hope springs eternal!! We are setting plans in motion for this year's Christmas Carnival, and have set the date for Saturday, 12th December, 2020.

I am writing to request the Shire's sponsorship of the fireworks for the 2020 Christmas Carnival.

As you know this is an annual event on Lake Cargelligo's calendar and is only made possible by the sponsorship provided by Lachlan Shire Council, Rotary, Murrin Bridge Land Council & local businesses.

We are aware, due to Covid 19, it may not be possible to go ahead and at a later date we may have to cancel. At this point in time we need to set a budget and would very much appreciate Council's commitment to supporting the Carnival.

Thank you for consideration of this request.

Sincerely,

Betty Breese

8.5 CANCELLED EVENT DONATIONS

TRIM Number: R20/166

Author: Administration Officer - Corporate & Community Services

PURPOSE

At the ordinary May 2020 Council meeting, Council requested a report on donations paid to groups whose event had been cancelled or its timing was uncertain due to the Covid-19 virus outbreak. This was in response to an enquiry from a community group whose event was cancelled.

SUPPORTING INFORMATION

A copy of the group's preference with regards to donations that have been received to date is included as an attachment to this report.

BACKGROUND

Throughout the year, Council receives requests from individuals, community groups and sporting clubs for financial and in kind support. This support may promote the liveability of the shire or enable residents to undertake representation in their chosen sport or activities outside the shire.

ISSUES AND COMMENTS

Condobolin Sports Promotion received a donation from council of \$5,000 towards the 2020 Condo750. They have requested to retain the entire donation of \$5,000 to cover expenses incurred prior to the event being cancelled. The group took the decision to cancel due to the COVID-19 outbreak.

This is the last outstanding cancelled event donation from the FY2019/2020.

FINANCIAL AND RESOURCE IMPLICATIONS

As council has already paid this amount to Condobolin Sports Promotion, there are no additional costs beyond the \$5,000 donation.

LEGAL IMPLICATIONS

There are no legal implications identified.

RISK IMPLICATIONS

There is political risk for council and financial risk for the community group involved that directly relates to Council's decision on this request.

STAKEHOLDER CONSULTATION

The affected community group has been consulted.

Councillors at the March 2020 Council meeting.

OPTIONS

Council resolves to accept the Condobolin Sports Promotion's request to retain the \$5,000 donation to offset some of their incurred costs.

Council declines this request and requires Condobolin Sports Promotion to return the \$5,000 donation and requires the group to reapply for funding closer to the next event date.

CONCLUSION

Community groups affected by the Covid-19 restrictions need certainty around funding and support previously paid by Council. Council is asked to provide direction so the group can be promptly informed.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Council's Community Strategic Plan/Delivery program item

4.2.1 Council is financially stable and provides services at a level expected by the community.

ATTACHMENTS**1. Condobolin Sports Promotion request to retain donation****RECOMMENDATION**

That:

1. The Director Corporate & Community Services Report No. R20/166 be received and noted
2. Council approve the Condobolin Sports Promotion's request to retain the \$5,000 donation to offset some of their costs that were incurred prior to the cancellation of the 2020 Condo 750 event due to COVID-19.



CONDOBOLIN SPORTS PROMOTION
Post Office Box 173, Condobolin NSW 2877

Email: secretary@condo750.com.au

Website: www.condo750.com

Phone: 0428 234 350

ABN: 42 507 328 674

Lachlan Shire Council
 58-64 Molong Street
 Condobolin NSW 2877

Dear Lachlan Shire

Our committee is writing to update you on our annual rally event held in Condobolin and surrounding Shire areas which had to be cancelled for this year due to Covid-19 restrictions.

After an executive meeting held when the possibility of restrictions were announced our committee took the steps to cancel this year’s event as we felt we had a responsibility to our community, competitors, committee, officials, volunteers and spectators to ensure that the event didn’t add to the already increasing crisis and as it turned out this was the right decision to make after the ban on large gatherings and travel restrictions were implemented.

Unfortunately before the committee made the decision to cancel the event our club endured a large number of costs that were not refundable and with all entry fees and sponsorship being refunded we are not looking to be in an overall financially healthy position to be starting to organise this great event for 2021.

Some of our major expenses for the cancelled event include Confederation of Australian Motorsport and Motorcycling NSW Affiliation and Licence Fees \$2,785.00, Insurance \$2,137.59, Track Marking Expenses and Fuel \$2,036.60 and Accommodation for Track Marking Officials \$2,286.00. Of course, there have been other expenses incurred but these are our major expenses, and we are also extremely fortunate to have some dedicated volunteers that ease the financial pressures as well.

Our club is hoping that Lachlan Shire Council would consider affording our committee to keep the very generous donation of \$5,000 made to help fund this year’s event to help offset some of our major expenses so that we can be in a financial position to host the event next year, as the response we have received from competitors, supporters and volunteers is that they cannot wait for next year’s event after having missed out this year and our committee is in the process of planning an even better event that will bring the spotlight onto our great Shire and generate so much needed income into the community after these hard times of drought and Covid-19 restrictions.

We thank you for your support of our 2020 event and hope Council will be onboard for our 2021 event.

Kind regards
 Adriana Pangas
 Event Secretary
 0428 234 350
secretary@condo750.com.au



8.6 REVIEW OF DEBT RECOVERY POLICY AND HARDSHIP POLICY

TRIM Number: R20/181

Author: Rates Officer

PURPOSE

The purpose of this report is to review Council's current Debt Recovery and Hardship Policies.

SUPPORTING INFORMATION

- Attachment 1 – Revised Debt Recovery Policy.
- Attachment 2 – Revised Hardship Policy.

BACKGROUND

In March 2019, Council requested that the Debt Recovery Policy be revised to assist with the reduction of outstanding Rates and Charges. As the Hardship Policy interacts with the Debt Recovery Policy, it is appropriate that both policies be reviewed together.

The Office of Local Government recommends that Council should review its policies at least every two years.

ISSUES AND COMMENTS

The Debt Recovery Policy and version 1 of the Financial Hardship Policy were presented to Council's April 2020 meeting.

The Financial Hardship Policy was comprehensively reviewed & re-presented to Council's May 2020 meeting. This was as a result of questions from Councillors and to support Council's desire to assist debt owners experiencing genuine financial hardship.

The policy scope was broadened to take into account farmland, residential or business ratepayers.

There are also new clauses to cover:

- Drought
- Covid-19 (note this expires on 31 December 2020)
- Other situations, which do not fall succinctly into clauses (a) to (e) Essential Criteria as detailed on page 2 of the Hardship Policy.

These policies are drafted with reference to debt recovery policies from Parkes, Dubbo and Randwick Shire Councils, the Local Government Act 1993, the Local Government (General) Regulation 2005 and the Office of Local Government's Debt Recovery & Hardship Guidelines.

It establishes guidance for staff when dealing with ratepayers suffering genuine financial hardship.

This ensures Council's policies are consistent with the policies of other Council's and up to date with revisions to the Local Government Act & associated regulations.

The timeframes between each debt recovery action are at the intervals recommended by the Office of Local Government to ensure ratepayers receive sufficient notice.

As previously discussed with Council, the NSW State Government has introduced temporary legislation due to Covid-19. This legislation will override Council's policy for the period 13 May to 31 December 2019 unless the legislation is repealed, extended or otherwise amended.

Public consultation closed on 9 July 2020 and no internal or public submissions were received.

FINANCIAL AND RESOURCE IMPLICATIONS

The implementation of both the Debt Recovery Policy and Hardship Policy should improve Council's cash flow position and assist in meeting industry benchmarks for recovery of receivables.

Due to limitations on debt recovery imposed by the NSW State Government Covid-19 related legislation, Council will continue to find it difficult to meet the Office of Local Government's performance ratio around outstanding rates. The benchmark is 10% or less.

LEGAL IMPLICATIONS

Council is complying with Sections 564, 577, 601 and 605 of the *Local Government Act 1993*, Sections 127 & 133 of the *Local Government (General) Regulation 2005*, as well as, the Debt Management and Hardship guidelines as advised by the Office of Local Government.

RISK IMPLICATIONS

There are potential reputational risks to Council when dealing with ratepayers experiencing financial difficulty. The policies will reduce Council's exposure to financial risk.

There are legal risks related to non-compliance with *the Local Government Act 1993* & associated regulations.

STAKEHOLDER CONSULTATION

Consultation occurred with the following stakeholders: The Financial Accountant, Coordinator of Lachlan Children Services, Accounts Receivable Officer and Council's debt recovery agent Recoveries & Reconstruction Pty Ltd.

Consultation with Council at its April & May 2020 meetings.

Public Consultation – The proposed policies went on public exhibition for 42 days. The documents were made available on Council's website and copies of the policies were on display at the Lake Cargelligo and Condobolin Council offices, Tottenham Post Office and the Tullibigeal Co-Op.

OPTIONS

The revised Debt Recovery and Financial Hardship Policies be adopted subject to any further amendments requested by Council.

CONCLUSION

The revised policies have been prepared after consultation with relevant staff members and drafted in accordance with the Local Government Act 1993 & associated regulations. The policies give greater guidance and transparency to staff and the community.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2.1 Council is financially sustainable and provides services at a level expected by the community.

ATTACHMENTS

1. Debt Recovery Policy
2. Hardship Policy

RECOMMENDATION

That:

1. The Director of Corporate and Community Services Report No. R20/181 be received and noted.
2. The revised Debt Recovery and Hardship Policies be adopted as amended.



Policies, Procedures and Guidelines

DEBT RECOVERY POLICY
FIN006

BACKGROUND

Lachlan Shire Council (Council) raises approximately 25% of its income through rates and user charges. In managing one of council's most significant cash inflows, it is essential that an effective and equitable debt management policy exists to recover all rates and charges revenue. Council has a responsibility to maintain effective control over debts owed to council by maximizing the collection of outstanding Rates, Charges and Sundry Debtors.

OBJECTIVE

The policy details the guidelines for managing the recovery of outstanding debts, incorporating the following principles:

- Ensure consistency, fairness, integrity and confidentiality of all proceedings for both Council and the debtor.
- Engage with ratepayers and debtors in arrears to obtain payment to satisfy the debt.
- Recover monies owing in a timely and effective manner, with the aim to collect all outstanding amounts by the end of each financial year.
- To optimise Council's cash flow management and ensure Council's outstanding Rates and Charges ratio remains at or below the industry standard.
- Comply with statutory requirements of the *Local Government Act 1993* and associated Local Government Regulations with respect to the recovery of rates, charges and other debts.

SCOPE

This policy applies to all debtors, including ratepayers, Council staff, elected Councillors and contracted service providers* who have outstanding monies owed to Council.

**Contracted service providers must also comply with Council's Statement of Business Ethics Policy.*

The *Local Government Act 1993 section 560* defines who is a ratepayer and therefore who is liable to pay rates. This is defined as:

1. The owner for the time being of land on which a rate is levied is liable to pay the rate to the council, except as provided by this section.
2. If land owned by the Crown is leased, the lessee is liable to pay the rate, except as provided by subsection (4).
3. If there are two or more owners, or two or more lessees from the Crown, of the land, they are jointly and severally liable to pay the rate.
4. The Crown is liable to pay the rate for land owned by the Crown which is subject to the *Housing Act 2001* or the *Aboriginal Housing Act 1998*.

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POLICY

Privacy Obligations

A debtor's personal information will be treated with respect and Council will comply with the *Privacy and Personal Information Protection Act 1998* when collecting and disclosing information throughout the debt recovery process.

Recovery of Debts

Rates and Charges/Water Consumption Charges

Recovery action will commence when rates and/or charges are not paid by 14 days after the due date for quarterly rates instalments and issued water notices, unless an arrangement has been entered into to make periodical payments under *Section 564 of the Local Government Act*. Entering a payment commitment is not sufficient to avoid debt recovery action. The liable ratepayer must be in compliance with the arrangement.

Sundry Debtors

General - Recovery action will commence when invoices are not paid within 30 days from the date of issue, unless a payment arrangement is in place and being complied with.

Children Services Debtors - Recovery action will commence 14 days after the due date of issued invoices.

Arrangement for Periodical Payments

Council is considerate to accepting a mutually agreeable arrangement for the payment of overdue rates and charges, water consumption charges and sundry debtors. The agreement may be entered into at any time during the recovery process, except when Council has resolved to sell a property under the Sale of Land provisions outlined in the *Local Government Act 1993*.

It is the debtors' responsibility to ensure that payments made under an approved payment arrangement are made on time. If the arrangement is not met without prior contact with Council, the arrangement will be cancelled and debt recovery action will proceed without further notice.

The following guidelines will be used when considering an appropriate agreement:

- It is council's preference that payment arrangements are made in writing via email, letter or on Councils Payment Arrangement Application Form. Arrangements may be made over the phone if no other options exist.
- The arrangement should be made on the basis that the outstanding amounts be finalised as soon as possible, or be paid in full by 30 June of that financial year. Council recognises that reducing the debt as quickly as possible is the best possible outcome as this will minimise the amount of interest that will be charged.
- All payment arrangements will be confirmed in writing by Council.
- Arrangements can be made to pay on a weekly, fortnightly or monthly basis.
- Arrangements that are made after the 3rd instalment due date may extend into the following year; however, must be reviewed once the subsequent year's levy also becomes payable.
- An arrangement should not extend beyond two years unless approved by the responsible accounting officer. This would only be approved in exceptional circumstances.

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Council acknowledges that some ratepayers may be experiencing hardship and cannot meet any of the above conditions. In such cases, Council may approve an arrangement over a longer period, in accordance with Council's *Hardship Policy* and *Section 564 of the Local Government Act 1993*.

Legal Fees

All legal fees accrued during the debt recovery process are payable by the debtor and will be added to the outstanding balance of the debt.

Interest

Interest accrues on a daily basis, in accordance with *Section 566 of the Local Government Act 1993*, on rates and charges that remain unpaid after they become due and payable. The rate to be charged is the maximum allowable as advised by the Office of Local Government each year unless it is resolved by Council, at its annual budget meeting, to charge a lower amount.

Writing Off by Resolution

Rates, charges (including accrued interest) or other debts will be written off only by resolution of Council, under delegated authority or in accordance with Council's *Hardship* and *Undetected Water Leak Policies*.

Pensioners

Due consideration will be given to pensioners, taking into account income and other circumstances, prior to legal action commencing.

Procedures for Debt Recovery

One of Council's objectives in managing the recovery of Rates and Charges is that all reasonable efforts are made to ensure that Ratepayers have an opportunity to relinquish their debt, prior to initiating formal proceedings.

Rates and Annual Charges

- An instalment default letter will be issued 14 days after the instalment due date to ratepayers with one or more instalments overdue with a balance of \$50.00 or more.
- If the instalment default letter does not result in payment in full, or suitable arrangements are not made within 14 days from the date of the default letter, Council's debt collection agency will be instructed to issue a 'Final Reminder' or 'Letter of Demand', which will advise ratepayers of further actions if the arrears are not paid in full.
- If the debt remains unpaid 14 days after the date of the 'Final Reminder' or 'Letter of Demand', legal action will commence on outstanding balances exceeding \$500.

Water Usage Charges

- Council will issue a 'Reminder Notice' if water usage charges are not paid in full within 14 days after the water usage accounts are due and payable. The notice will be issued to accounts with outstanding balances over \$20.00 and will include Council's intention to restrict water flow.
- If water usage charges remain unpaid or a suitable arrangement to pay the account is not made within 14 days from the date of the 'Reminder Notice', a 'Notice of intention to restrict water supply' will be issued advising that Council will restrict the flow to the service.
- If the outstanding debt remains unpaid after a further 14 days, the water service will be restricted without further notice. A 'Notice of restricted water supply' shall be issued at time of restriction, advising of the process and applicable fees and charges to have the restriction removed.

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- The restriction of water will only be carried out for amounts greater than \$200. Please note that this action will not commence in case of tenanted properties unless Council has exhausted all available options to recover the debt from the landlord and then from the tenant under *Section 569 of the Local Government Act 1993*. Upon payment of the outstanding debt, or suitable payment arrangement, along with an unlocking (restriction) fee (as per Council Fees & Charges), the appropriately authorised employee will be notified to restore the water supply as soon as possible.
- Council will continue to pursue all other avenues of recovery of outstanding water usage accounts, including any of the abovementioned legal processes instigated for the recovery of Rates and Charges.

Sundry Debts – other than Children Services

- Sundry debtor invoices are raised as required and account statements are issued as reminders at the end of every month. Amounts outstanding for more than 30 days are regarded as overdue and the debtor is to be advised by a 'Reminder Letter'.
- Where an amount is overdue for more than 60 days, credit is to be stopped and account be forwarded to Council's debt collection agency for recovery. The debt collection agent will issue a 'Letter of Demand' with debt to be paid in full in 14 days. Recovery action can be put on hold where a repayment schedule is approved by Council and adhered to by the debtor.
- If the debt remains unpaid 14 days after the date of issue of the 'Letter of Demand', or an appropriate payment arrangement has not been made, legal action will be commenced on outstanding balances which exceed \$200.

Sundry Debts – Children Services

- Children Services invoices are raised weekly and are due within 14 days from the issue date. If the amount is unpaid 14 days after the due date Lachlan Children Services (LCS) will issue a default notice on any outstanding amount.
- If, after a further 14 days the debt remains unpaid LCS will issue a 'Final Notice' requesting payment within seven (7) days. Should the debt remain unpaid after the seven (7) days LCS will discontinue care arrangements, until the debt is paid, and send the debt to Council's debt collection agency.
- Further information is provided in the Lachlan Children Services Fee Policy.

Legal Procedures – Debt Collection Agency

Legal action as described below will be undertaken by a debt collection agency contracted by the Council. Council will be guided by its Debt Recovery Agent as to the most suitable action after the debt is passed to them for recovery.

Statement of Liquidated Claim (Summons)

If there is a response to the summons and a suitable arrangement is made to discharge the debt, Council will not proceed with legal action. However, should an arrangement be broken, with no prior consultation, Council will immediately proceed with legal action.

Default Judgement

If the debt remains unpaid, or a suitable payment arrangement has not been made, 28 days after the date of service of the Statement of Liquidated Claim (summons), Default Judgement will be entered against the ratepayer.

Once Default Judgement has been entered, Council's Debt Recovery Agent will consider taking the following legal actions to recover the outstanding debt.

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These include but are not limited to:

- Writ of Execution;
- Garnishee Orders (wages, bank account or rent);
- Examination Summons;
- Warrant of Apprehension;
- Creditors Statutory Demand; and
- Bankruptcy Notice.

It is at this stage of the recovery process that the Debt becomes a public document, and can be accessed by credit agencies, or banking/lending authorities. The Default Judgement will be recorded against the individual's credit history for a period of five (5) years. It is important to note that council cannot remove this from the individual's credit history.

Sale of Land for Unpaid Rates

- Pursuant to *Section 713* of the *Local Government Act 1993* Council has the authority to sell land which has any unpaid rates and charges for 5 years or more.
- In case of vacant land, if the outstanding debt is more than unimproved land value, it can be sold after one year.
- Any land to be sold under *Section 713* must be by resolution of Council.
- All outstanding rates and charges must be paid to Council prior to withdrawing any property from a *Section 713* sale.
- Fees associated with a *Section 713* sale must be added to the debt on the property.
- If the purchase money is insufficient to satisfy all rates, charges and debts owing in relation to a property, the debt is taken to have been fully satisfied.
- If the purchase money is more than the amounts owing the balance will be held in Council's trust fund for the persons having estates or interests in the land immediately before the sale.

RELATED DOCUMENTS

The Local Government Act 1993
 Local Government (General) Regulations 2005
 Unclaimed Money Act 1995
 Privacy and Personal Information Protection Act 1998
 Lachlan Children Services – Fee Policy
 Hardship Policy
 Undetected Water Leak and Faulty Water Meter Policy
 Code of Conduct for Staff Policy
 Statement of Business Ethics Policy

Greg Tory

GENERAL MANAGER

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APPENDICES

Appendix 1 – Debt Recovery Process

Debt Recovery Process - Rates & Charges					
Stage	Timing	Action	Comment	Authority	Action taken by
1	14 days after the due date on the Rates notice	Instalment Default Notice Advises Rates are now overdue and interest is accruing. Legal action may be initiated if the debt is not paid in full or suitable payment arrangement entered into.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer	Council
2	14 days after issue of Default Notice	Letter of Demand Advises ratepayers of potential legal actions if the debt is not paid in full or suitable payment arrangement entered into within 14 days.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too. Legal action will only commence on amounts which exceed \$500	Revenue Officer Financial Accountant	Council & Debt Recovery Agent
3	14 days after issue of Letter of Demand	Statement of Liquidated Claim (Summons) Advises ratepayers legal action has commenced with legal fees added to the balance of the outstanding debt.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer Financial Accountant	Council & Debt Recovery Agent
4	28 days after Statement of Liquidated Claims	Pre-Default Judgment Letter Advises ratepayers Judgement will be entered against them if the account is not paid within seven (7) days, and that this will affect their credit history.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer Financial Accountant	Council & Debt Recovery Agent
5	14 days after Pre-Default Judgement Letter	Post-Default Judgement Letter Advises when judgement was entered, and if payment is not made in fourteen (14) days further legal action will be commenced. This will include, but is not limited to: • Writ of Execution; • Garnishee Orders (wages, bank account or rent); • Examination Summons; • Warrant of Apprehension; • Creditors Statutory Demand; • Bankruptcy Notice.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer Financial Accountant	Council & Debt Recovery Agent
6	Sale of Land	Notice of Sale of Land In accordance with Local government legislation, Council may proceed to sell the land for the recovery of outstanding Rates and Charges in arrears for at least: 1 year - vacant land, if the outstanding debt is greater than the unimproved land value. 5 years - all other land.	Further action suspended if account is paid in full.	Council	Council or Council's appointed Legal Representative

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Debt Recovery Process - Water Consumption Charges					
Stage	Timing	Action	Comment	Authority	Action taken by
1	14 days after the due date on the Water notice	Instalment Reminder Notice Advises Water charges are now overdue and accruing interest. Details Council's intention to restrict water flow if the debt is not paid in full or suitable payment arrangement entered into.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer	Council
2	14 days after issue of Reminder Notice	Notice of Intention to Restrict Water Supply Advises ratepayers if debt is not paid or suitable arrangement entered Council will restrict water services on debts greater than \$200.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer Financial Accountant	Council
3	14 days after issue of Notice of Intention to Restrict Water Supply	Notice of Restricted Water Supply Advises the water flow has been restricted and notes the process and applicable fees to have the restriction removed.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer Financial Accountant	Council
4		In the case of tenanted properties, or where flow restriction has not resulted in payment, outstanding balances exceeding \$500 will be sent to Council's Debt Recovery Agent and legal action will be commenced	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Revenue Officer Financial Accountant	Council & Debt Recovery Agent

Debt Recovery Process -Sundry Debts					
Stage	Timing	Action	Comment	Authority	Action taken by
1	30 days after the due date on Invoice	Reminder Letter Advises account is overdue and payment is required within seven (7) days.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Payroll Officer	Council & Debt Recovery Agent
2	60 days after the due date on invoice	Letter of Demand Advises debtor credit is to be stopped and if account is not paid or suitable arrangement made in fourteen (14) days, Council intends to commence legal action	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Payroll Officer	Council & Debt Recovery Agent
3	14 days after issue of Letter of Demand	If the debt has remained unpaid legal action will commence on outstanding balances exceeding \$200	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Payroll Officer	Council & Debt Recovery Agent

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Debt Recovery Process - Sundry Debts - Children Services					
Stage	Timing	Action		Authority	Action taken by
1	14 days after due date of Invoice	Default Notice Advises account is overdue and payment is required within fourteen (14) days.	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Lachlan Children Services Co-ordinator	Council
2	14 days after issue of Default Notice	Final Notice Advises debtor care arrangements will discontinue if the account is not paid or suitable arrangement made in seven (7) days and advises of Council's intention to commence legal action	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Lachlan Children Services Co-ordinator	Council
3	14 days after issue of Final Notice	If the debt has remained unpaid legal action will commence on outstanding balances exceeding \$200	Further action suspended if account is paid in full or a payment arrangement is accepted and adhered too.	Lachlan Children Services Co-ordinator & Director of Corporate and Community Services	Council & Debt Recovery Agent

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Policies, Procedures and Guidelines

HARDSHIP POLICY

FIN011

BACKGROUND

Lachlan Shire Council (Council) has financial responsibility to ensure that all debtors legally responsible for the payment of rates and charges or other debts with Council pay their accounts in full by the due date/s. However, Council recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances.

OBJECTIVE

To provide guidelines for the General Manager and staff when assessing applications from those suffering genuine financial hardship.

The policy aims to:

- Provide assistance to all debt owners or those legally responsible for payment of debts, who are experiencing genuine financial hardship;
- Provide a decision making framework for the appropriate assessment of all financial hardship applications;
- Assess applications of financial hardship on an individual basis and be respectful and compassionate when considering their circumstances; and
- Comply with statutory requirements of the *Local Government Act 1993* and other relevant legislation in relation to the waiving or reduction of rates, charges and fees due to hardship.

SCOPE

This policy applies to the applicant/s legally liable for payment of rates and charges on the property assessment, or a sundry debtor, who is suffering financial hardship. This policy applies to all council employees and councillors.

DEFINITIONS

Council: Lachlan Shire Council

Eligible Pensioner: As defined in *Clause 134 of the Local Government (General) Regulations 2005*.

Interest: raised in accordance with *Section 566 of the Local Government Act 1993*.

Ratepayer: The person legally liable for payment of Rates and Charges for the property assessment in accordance with *Section 560 of the Local Government Act 1993*.

Sundry Debtor: A person, organisation, company or other entity that has a debt or legal obligation to pay an amount to Council.

Written off: A debt declared non recoverable.

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HARDSHIP POLICY

FIN011

POLICY

Privacy Obligations

A ratepayer's/sundry debtor's information will be treated with respect and Council will comply with the *Privacy and Personal Information Protection Act 1998* when collecting and disclosing information throughout the debt recovery process.

Essential Criteria

Applications will only be considered if the following eligibility requirements have been met:

- a. The applicant must be able to demonstrate that they are legally liable for the payment of the rates and charges.
- b. The applicant is listed as the sundry debtor account holder.
- c. Hardship applications for properties categorised "Residential" must be the principal place of residence, or where owned by an aged pensioner the property is vacant whilst the ratepayer is in out of home care.
- d. Properties categorised as "Farmland" or "Business" may apply under these hardship provisions for assistance by Periodic Payment Arrangements only.
- e. The ratepayer/sundry debtor has a history of paying on time, and/or has shown a genuine concerted effort to pay the outstanding amount.
- f. Other circumstances that fall outside of (a) to (e) above may be considered if the applicant can demonstrate financial hardship.

Legislative Options/Hardship Provisions

The *Local Government Act 1993* provides Council with the following options to assist ratepayers / sundry debtors with financial hardship.

Assistance by Periodic Payment Arrangements

Section 564 of the *Local Government Act 1993* provides that Council may enter into a formal agreement with a ratepayer for periodic payments for due and payable rates and charges. Under this Section Council may also write off or reduce interest accrued on overdue monies if the payment arrangement has been met.

Details of acceptable payment arrangements are outlined in Council's Debt Recovery Policy.

Assistance by writing off accrued interest and costs

Accrued interest on rates or charges payable by a person may be written off under Section 567 of the *Local Government Act 1993*, if:

- The person was unable to pay the rates or charge when they became due for reasons beyond the person's control, or
- The person is unable to pay accrued interest for reasons beyond the person's control, or
- Payment of the accrued interest would cause the person hardship.

Any interest which has to be written off due to hardship will be written off at the end of the financial year after confirming if the ratepayer has adhered to the agreed arrangement. Where an arrangement is broken due to missed payments or dishonoured payments, the interest will not be written off.

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All applications requesting interest charges to be written off for one or more of the above reasons must detail why they were unable to pay by the due date, or why payment of the accrued interest would cause hardship in section 3 of Council's *Hardship Relief Application Form*.

Assistance to extend pensioner concession to avoid hardship

Section 577 of the *Local Government Act 1993*, enables Council to make an order deeming certain persons who are jointly liable with an eligible pensioner(s) or solely liable, but who are not themselves eligible, to be eligible pensioners for the purpose of a mandatory reduction in rates and charges to avoid hardship.

Applications under this provision will only proceed until the end of the current financial year. If the ratepayer continues to experience hardship after the concession period has expired, a new application must be made.

Reduction of Pensioner's Rates and Charge

In accordance with Section 582 of the *Local Government Act 1993*, Council may further reduce Rates and Charges payable by an eligible pensioner. This reduction will be solely at Council's discretion and no further subsidy from the State Government will be granted.

Assistance due to General Revaluation of the Local Government Area

Council will not consider hardship applications under this provision, as valuations are independently determined by the NSW Valuer-General. Council will encourage aggrieved ratepayers to make an appropriate application under the appeal provisions of the *NSW Valuation of Land Act 1916*.

Waiving or reducing Council Fees

Applications received for assistance relating to Council fees or charges due to hardship, by waiving or reducing fees under Section 610 (E) of the *Local Government Act 1993*, will be assessed with the same eligibility criteria used to assess hardship applications for Rates and Charges.

The *Local Government (General) Regulation 2005* may specify additional circumstances in which Council may write off Rates & Charges, including water consumption charges, Interest and Sundry Debtor Accounts.

Waiving or reducing council fees for community groups will be dealt with under Council's Donation Program Policy.

Drought Hardship Arrangements

Due to the ongoing drought conditions, Council has introduced a simplified application form for any ratepayer/sundry debtor affected by the drought. These applications will be assessed individually and on a case by case basis.

A negotiated minimum payment arrangement will be required for rates and/or water and will be applied to all accounts.

Current drought conditions are assessed as per DPI (Department of Primary Industries) NSW Combined Drought Indicator map.

Any ratepayer/sundry debtor on drought hardship arrangements must re-apply each new financial year until the special provisions no longer apply.

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COVID 19 Hardship Arrangements (in place until 31 December 2020)

Due to the current COVID 19 pandemic, Council has introduced a simplified application form for business owners affected by COVID 19. These applications will be assessed individually and on a case by case basis.

Hardship concessions granted under this special provision are only in place until **31 December 2020**. Any business owners requesting hardship after this date will be required to follow the standard hardship application process.

Review/Cancellation of Hardship

Hardship applications will be reviewed yearly and ratepayers/sundry debtors may be required to re-apply.

Financial Hardship arrangements will be cancelled if the ratepayer/sundry debtor:

- Fails to comply with their payment plan;
- Provides false or misleading evidence of financial hardship to Council;
- Advises that financial hardship no longer applies, or
- Sells the property.

Where a ratepayer/sundry debtor fails to comply with the agreed payment plan and has not contacted Council, a reminder letter will be issued. If no response is received within 14 days Council will issue a letter advising the hardship concession has been cancelled and regular debt recovery action will commence.

The General Manager has delegated authority to withdraw any Financial Hardship Application for breaches of conditions included in this policy.

Assessment Process

Applications for hardship must be made on Council's *Hardship Relief Application* form and will be assessed on a case by case basis. Council will also require the following supporting information:

- Reasons why the person was unable to pay the rates and charges when they became due and payable; and / or
- Reasons why the person was unable to pay the sundry debtor when they became due and payable;
- Copies of recent bank and credit card statements for all accounts;
- Details of assets and liabilities; and
- Letter from a recognised financial counsellor or financial planner confirming financial hardship for all amounts owing of \$1,000 or more.

Council may also request the ratepayer attend an interview, or provide supplementary information to assist in the understanding of the issues causing hardship.

Council will endeavour to assess applications within 21 days upon receiving the completed *Hardship Relief Application* subject to having received all the relevant supporting information. Applications will be assessed based on the information provided and all applicants will receive notification in writing outlining the reasons for Council's decision.

The General Manager has delegated authority to make a decision on all applications.

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HARDSHIP POLICY

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Reporting

Overall details of all write-offs will be provided in Council's Annual Report.

Right to vary or terminate

Council reserves the right to terminate or vary this policy at any time.

RELATED DOCUMENTS

Local Government Act, 1993
 Local Government (General) Regulation 2005
 Privacy and Personal Information Protection Act 1998
 NSW Valuation of Land Act 1916.
 Council's Debt Recovery Policy

Greg Tory

GENERAL MANAGER

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9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

9.1 COVID-19 COMMUNITY AND ECONOMIC RESILIENCE RESPONSE

TRIM Number: R20/156

Author: Director - Environment, Tourism and Economic Development

PURPOSE

The purpose of this report is to provide an update to Council on the COVID-19 community and economic resilience response and to seek Council's decision on whether to establish a Shire taskforce and a Community Grants Program.

SUPPORTING INFORMATION

Nil

BACKGROUND

At the April Ordinary Meeting of Council, Council resolved (87/2020):

“Council endorse the preparation of a resilience response program and request that Council officers move to a planning stage and that a further report be brought back to Council on proposed initiatives, the financial and resource implications associated of those initiatives which will allow Council to determine which initiatives to support.”

A number of subsequent discussions have been held between officers and the Executive Leadership Team (ELT) of Council to talk through a possible resilience response program.

Council adopted the FY2021 budget on 29 June 2020. Budget limitations have influenced the measures that we can implement as part of any community and economic resilience response.

ISSUES AND COMMENTS

Our communities and local businesses are all facing unprecedented challenges and stress during this time and are increasingly looking to Council for help. However Council is already under financial pressure as we look to continue to deliver essential services and support our communities. Council officers have been working hard to manage the constant changes being implemented at a Federal and State level and looking at operational measures to ensure we continue to keep our community safe and also comply with relevant legislation, including the Public Health Orders being released by the NSW State Government. These internal efforts are impacting all areas of Council's workforce from senior management, customer service and field services. Council has had to adapt to the changes and implement practices to keep people safe.

Council has been active in the grants space, particularly since the COVID-19 pandemic first started. A number of applications have been lodged as we try to secure funding for next year and some large capital works projects. It is hoped that by securing these projects we will be able to utilise local businesses and contractors to undertake the work and this will have a positive impact on businesses in our Shire. It is also hoped that this will benefit other businesses as the contractors spend money in the Shire.

Some of the initiatives that could be considered or are already being implemented, include:

- Establishing a Shire taskforce;
- Fees and Policy Flexibility;
- Financial Hardship Support;
- Establishing a Community Grants and Funding Program; and
- Updating the Local Preference Policy to increase the total net cost reduction and increase the maximum discount.

Comments on each of the initiatives above are included below.

Establishing a Shire taskforce

Council could establish a taskforce to oversee a recovery phase to the COVID-19 pandemic crisis. The purpose of the Shire Taskforce would be to bring together the Shire's key businesses to develop place-based solutions to support the recovery of the Shire. The Shire Taskforce could include representatives from the Shire's major companies/institutions. It is expected that each organisation will be represented by their CEO or nominated delegation and provide human resourcing to deliver the agreed actions arising from the Shire Taskforce.

Discussions with local businesses have largely found that businesses are working hard to keep their businesses afloat and we already have the Condobolin Chamber of Commerce that have direct conversations with Council staff. It is also not clear what initiatives the taskforce could investigate at this point in time. The establishment of such a taskforce would be relatively easy and would involve minimal costs to Council, apart from staff time. Should Council wish to pursue this option, the taskforce would need clear objectives and would need to understand that Council has limited finances and resources to put towards any specific projects or initiatives.

Fees and Policy Flexibility

As part of this consideration Council could consider donating or waiving certain fees. However, Council is already going to have to finance a loss in overall revenue as a result of the pandemic for example:

- we are not permitted to charge interest on rates arrears for the first 6 months of the financial year. As previously advised to council, as part of the budget adoption process, this will result in just over \$46,000 lost income.
- In addition, it was advised by our insurers that, due to COVID-19 and drought & bushfire related claims, our insurance premium is expected to increase by 15%.

Council would be unable to provide this type of assistance given our current financial constraints.

A number of changes have been made at the State Government level in relation to policy which will have a positive impact on our Shire.

The State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 has been amended to include special COVID-19 provisions. These include retail supply chain premises, which includes retail premises, may operate 24 hours a day until 1 October 2020. This is provided they comply with all conditions of the consent for the use of the premises, other than any condition that restricts the hours of operation of the premises or the frequency or movement of vehicles.

Financial Hardship Support

The Director Corporate & Community Services will present the revised Debt Recovery & Hardship Policies to the July 2020 Council meeting.

The Hardship Policy scope has been broadened to take into account all ratepayers, whether they be farmland, residential or business. There are also new clauses to cover drought, COVID-19 and other special circumstances. The Hardship Policy reflects the desire of Council, to assist community members experiencing genuine financial hardship.

Consultation has occurred with various relevant stakeholders and the policies were on public display for community input (until 9 July 2020).

The policies reflect that whilst Council has a responsibility to ensure all rates and charges or other debts are collected, in a timely manner, Council also recognises there are cases of genuine financial hardship in our community. These require respect and compassion, particularly during special circumstances such as drought and the current COVID-19 pandemic restrictions. The policies give greater guidance and transparency to staff and the community.

Establishing a Community Grants and Funding Program

Council could look to establish a Community Grants and Funding Program that provides grants to community sector groups, etc. that directly support the health and well-being of the community. Council has identified \$28,140 in FY2021 budget for “community programs and events”. This money is intended to be used towards events which may be run in the community or events which Council may look to run itself. Part of these funds (say \$15,000) could be used in 2020/21 towards a Community Grants and Funding Program specifically aimed at assisting COVID-19 affected businesses and community/sporting groups.

This would be in addition to the usual donation requests which are considered every year and \$30,550 has been allocated this financial year towards these grants. Should Council wish to consider this proposal further a set of appropriate guidelines could be prepared.

If Council proceed with this option, and depending on how much money is put towards the initiative, the money may not be available to run any events over FY2021. It is recommended that \$15,000 be allocated towards this initiative to ensure that there are still funds available to support events later in the year, if and when COVID-19 restrictions are lifted or events become possible.

A draft set of guidelines, for Council’s consideration, have been prepared and are provided in **Attachment 1**, should Council wish to proceed with the grant program.

Revising the Local Preference Policy

The Director Corporate & Community Services has a separate report going to the July Council meeting in relation to procurement and local preference purchasing.

The Local Preference Policy will increase the maximum discount from 5% to 10% up to a maximum of \$25,000. No price preference will be applied to tenders but where applicable, it will be a requirement that the tender assessment criteria will include a 10% local content weighting criteria

FINANCIAL AND RESOURCE IMPLICATIONS

The financial implications have been outlined above when discussing each of the possible initiatives. Should Council wish to pursue the idea of establishing a Community Grants and Funding Program that provides grants to community sector groups, etc. this would have resource implications as staff will be required to oversee the program. This could be funded from the existing operational budget.

LEGAL IMPLICATIONS

There are no legal implications identified at this time.

RISK IMPLICATIONS

There are risks associated with doing nothing to respond to the COVID-19 pandemic. The pandemic will have (or is having) severe impacts on our local economy and our community. As one of the biggest employers and the most visible level of Government in our Shire we have a responsibility to deliver a response to the pandemic.

The biggest risks to Council relate to the financial risks. Council must ensure that the measures that it takes provide relief to the community without comprising the long term financial sustainability of Council. The range of initiatives that have been proposed consider those risks.

STAKEHOLDER CONSULTATION

Any of the above initiatives will require community consultation, either through the exhibition of proposed policy changes or through advertising available grants (should Council choose this option).

OPTIONS

1. Decide to establish a Community Grants and Funding Program that provides grants to community sector groups, etc. that directly support the health and well-being of the community.
2. Decide to establish a Shire taskforce.
3. Decide not to establish a Community Grants and Funding Program.

4. Decide not to establish a Shire Taskforce.
5. A different mix of the above four options.

CONCLUSION

Our communities and local businesses are all facing unprecedented challenges and stress during this time, due to COVID-19 and are increasingly looking to Council for help. A number of initiatives have either commenced or are proposed. Council need to decide whether to establish a Shire Taskforce and/or a Community Grants Program.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 2.3 Encourage Business activity
- 4.2 Strong effective and Responsive Council

ATTACHMENTS

1. COVID-19 Community Grant Guidelines

RECOMMENDATION

That

1. The Director Environment, Tourism and Economic Development Report No. R20/156 be received and noted.
2. A Community Grants and Funding Program be established and \$15,000 be transferred for the program from the existing \$28,140 budget allocation for “community programs and events” in FY2020/21.
3. The General Manager or their delegate be authorised to advertise the program and to seek applications, in accordance with guidelines attached to this report.
4. A further report be brought back to Council once the applications have been received for determination of the allocations.
5. Council not proceed with the establishment of a Shire Taskforce.



Lachlan Shire
Your Ultimate Bush Experience

LACHLAN SHIRE

COVID-19 COMMUNITY RESILIENCE GRANTS PROGRAM GUIDELINES

Council understands the importance of community groups and sporting organisations and the effect that COVID-19 will have on those organisations. Council is providing financial support to ease the pressures on community groups as a result of COVID-19. To assist community and sporting groups Council is providing one-off grants of between \$250 to \$2,000.

Applications will be open until 11.59pm Sunday 16 August 2020.

OBJECTIVES

To provide support to local sporting and community groups that have been adversely effected by COVID-19.

ELIGIBILITY

The funding is available to those community and sporting groups, based within the Lachlan Shire, who can demonstrate a direct impact of COVID-19.

To be eligible, the community and/or sporting group must:

- Be a not for profit with an Australian Business Number (ABN) or under the auspices of an organisation with an ABN
- Commit to spending and acquitting the funding by no later than 15 June 2021
- Only one application will be accepted per club or organisation

PROJECTS THAT MAY BE ELIGIBLE FOR FUNDING

Initiatives that will facilitate a return to sport and community groups regular activities and foster the long term sustainability of local organisations, including –

- Assistance with fees, insurances and registrations
- Provision of equipment or training to ensure COVID-19 safe practices and compliance (e.g. hygiene stations, volunteer training, etc.)
- Implementation of technology and/or initiatives which benefit the health and safety of volunteers, players and spectators
- Staging of special events/tournaments
- Initiatives that build resilience and foster the long term sustainability of the club

PROJECTS NOT ELIGIBLE FOR FUNDING

- Uniforms
- Sporting equipment
- Recovery of lost income

APPLYING FOR FUNDING

To apply for funding:

- Read the application form so you know what information you need and if your application fits the types of funding offered.
- Complete the application form and keep a copy for your records.

SUBMITTING YOUR APPLICATION

Submit your completed project application with supporting documentation to Lachlan Shire Council:

Email: council@lachlan.nsw.gov.au

Postal address: Lachlan Shire Council, PO Box 216, Condobolin NSW 2877

For assistance with your application or enquiries, please phone Lachlan Shire Council on (02) 6895 1900 between 8:30am and 4:30pm Monday to Friday.

PROCESSING YOUR PROJECT APPLICATION

Lachlan Shire Council will acknowledge receipt of your application within 7 days of the closing date.

Applications will be assessed and approved by Lachlan Shire Council. In assessing your application, the quality and clarity of information provided will be taken into account as well as how the project facilitates a return to a sport and/or community groups regular activities.

A funding offer will be sent to successful applicants by 4 September 2020.

Funding will be paid upon receipt of a signed funding offer and provision of tax invoice.

Funding will cease at the closing date of applications or when the funding pool is expended.

Lachlan Shire Council will advise unsuccessful applicants after 4 September 2020.

The Lachlan Shire Council COVID-19 community resilience grants program is a targeted funding program. Projects must meet eligibility criteria, funding priorities and common selection criteria. However, in exceptional circumstances, Council reserves the right to recommend funding for projects that may not fully meet these requirements.

9.2 DA2020/10 - WASTE TRANSFER STATION - 55 BOONA ROAD, CONDOBOLIN**TRIM Number: R20/169****Author: Manager- Town Planning**

Applicant	Lachlan Shire Council
Proposal	Waste Transfer Station
Land Details	Lot 262 in DP 752080, Lot 7303 in DP 1143091 & Lot 7307 in DP 1156486
Owners	Lachlan Shire Council
Exhibition/Notification	20 May 2020 and 3 June 2020
Number of Submissions	Nil
Zoning	SP2 – Infrastructure (Waste or Resource Management Facilities)
Total Value of Works	\$300,000
List of all relevant S4.15(1)(a) matters	Refer to attached assessment report
Political Donations	None disclosed
Reason for referral to Council	Council owned site
Recommendation	Approval subject to conditions – see attached assessment report

PURPOSE

The purpose of this report is to seek Council's determination of a Development Application (DA) which seeks approval for the construction of Council's Waste Transfer Station on Lot 262 in DP 752080, Lot 7303 in DP 1143091 and Lot 7307 in DP 1156486, known as 55 Boona Road, Condobolin.

SUPPORTING INFORMATION

Plans of the proposed development.

Development Application Assessment Report including draft conditions by Penrith City Council.

BACKGROUND

DA2020/10 seeks approval to construct a Waste Transfer Station (WTS) at 55 Boona Road, Condobolin, within the existing Waste Management Facility (WMF).

The development represents a purpose-built facility that will accommodate the various needs of Council's waste facility, including:

- A new gravel internal road will be provided from the WTS to the existing WMF to enable transfer of the material from the WTS to the WMF for disposal. The new internal road will be constructed to the north of the existing shed.
- A push pit will be constructed on the northern side of the internal road. The push pit is comprised of a concrete slab with a wall at the southern end. Beyond the southern wall will be another concrete slab which will accommodate a skip bin when the push pit is being emptied. The push pit is to be covered by a skillion roofed structure.
- Light vehicles accessing the WMF will be required to utilise the proposed WTS. They will enter the site via the new access driveway. An existing control shed will be relocated from elsewhere on the site and placed at the entry to the WTS. Access to the site will be controlled

by boom-gates for entry and exit. The control shed is a small shipping container-type building. Vehicles will enter the site and travel in a forward direction around the 'cul-de-sac bulb', stopping to drop off waste in the respective locations.

- General waste will be stored within the push pit, and other wastes such as scrap metal and tyres will be stored in designated locations around the outside of the cul-de-sac bulb. Waste that requires special disposal such as light bulbs and the like will be stored in the shed. Removal of material from the shed will continue to be serviced by Cleanaway. Recyclable materials will continue to be serviced by Netwaste Regional Contracts. General waste will be periodically pushed toward the wall at the southern end of the push pit and otherwise processed by an existing front-end loader that operates on site.
- The proposal does not change the existing operating hours of the WMF.
- The existing access to the WMF is to be retained for use by heavy vehicles accessing the site. New boom gates will be installed back into the site from the existing gates controlling access to the site.

Plans, outlining the extent of the works, can be found in **Attachment 1** to this report.

ISSUES AND COMMENTS

As Council owns the site and is the Applicant for the proposed development, Council engaged a consultant town planner to prepare the Development Application (DA) and requested Penrith City Council to undertake the assessment of the DA. The assessment report, associated with the DA is provided at **Attachment 2** to this report. Penrith City Council have also prepared draft conditions which could be included in the development consent should Council decide to determine the DA via way of an approval (**Attachment 3**).

The assessment report, prepared by a planning officer from Penrith City Council, concludes:

In assessing the application against the current relevant instruments being several State policies, Lachlan Local Environmental Plan 2013 and Lachlan Development Control Plan 2018, and the proposal satisfies the aims, objectives and provisions of these policies. The site is suitable for the proposed development, the proposal is in the public interest and there is unlikely to be negative impacts arising from the proposed development. Therefore, the application is worthy of support subject to recommended conditions.

Section 7.12 – Contributions Plan

Lachlan Contributions Plan 2015 applies to all land within the Lachlan Shire Local Government Area and applies to applications for development consent and applications for complying development certificates to be made by or under Part 4 of the Environmental Planning and Assessment Act, 1979 ("the Act"). That includes the proposed development.

This Plan authorises the Council to grant consent to development subject to a condition requiring the applicant (also Council) to pay to the Council a levy of 1% of the proposed cost of carrying out the development, which in this case would be approximately \$3,000. However, the final cost will be the subject of a detailed assessment prior to the issue of a Construction Certificate, carried out in accordance with Clause 25J of the *Environmental Planning and Assessment Regulation 2000*.

There are exemptions to the levy authorised under the Lachlan Contributions Plan 2015. In this regard, the contributions plan states:

"Council may exempt the following kinds of developments from the levy authorised to be imposed under this Plan:

- *a development by a registered charity, community organisation or service club that will, in the opinion of the Council, provide a material public benefit to the Lachlan Shire community.*

For such claims to be considered, any such development will need to include a comprehensive submission arguing the case for an exemption and include details of the mechanism ensuring that such development is, and will remain in the form proposed."

There are no definitions of the terms used above. The proposed development will provide a substantial public benefit as the facility will be used to process and manage the waste from the community.

Council may decide that due to the fact that it is not “a registered charity, community organisation or service club” that the proposal cannot be considered exempt from the contributions plan, despite the material public benefit that the development provides. In this case, Council may decide to impose a condition requiring the payment of a developer contribution. In this case the contribution would be approximately \$3,000.

The contributions plan does offer an alternative to paying the levy. Council could, as part of the DA, offer to carry out works or provide a material public benefit towards which the levy was to be applied. In assessing such an offer Council would need to consider:

- *“the overall benefit of the proposal,*
- *the monetary value of the material public benefits, or work in kind,*
- *what needs of the population would be satisfied and whether these equal or exceed those provided by conventional means,*
- *whether the works program in the adopted development contributions Plan remains valid or requires amendment,*
- *the financial implications for cash flow and the short-fall in anticipated contributions,*
- *the timing of completion and future recurrent costs,*
- *future dedication, handover and management arrangements.”*

In conclusion Council has the following options in relation to the Lachlan Contributions Plan 2015, Council could:

1. Decide that the proposal is exempt from a Section 7.12 Contribution; or
2. Decide that an alternative to paying the levy is acceptable and offer to carry out works or provide a material public benefit towards which the levy was to be applied and include a condition to this effect; or
3. Require a contribution of \$3,000 (1% of the proposed cost of carrying out the development) to be paid in accordance with the Contribution Plan and include a condition to this effect.

Conditions of Development Consent

Penrith City Council have proposed a number of conditions which are provided in **Attachment 3**. The conditions are based on what Penrith City Council would normally impose on a development of this nature within their local government area.

Following an internal review of those conditions minor amendments are required to reference the Statement of Environmental Effects and Geotechnical Report in Condition 1:

Description	Plan No.	Rev.	Prepared By	Date
Statement of Environmental Effects – Alterations & Additions to Condobolin Waste Management Facility	20007	B	Integrated Consulting Town & Bushfire Planning	26/03/2020
Geotechnical Report	R10715g	-	Envirowest	29/03/2019

In addition, it is suggested that the following conditions be added to the approval:

Waste Materials

- 8. All waste materials stored on-site are to be contained within a designated area such as a waste bay or bin to ensure that no waste materials are allowed to enter the stormwater system or neighbouring properties. The designated waste storage areas shall provide at least two waste bays / bins so as to allow for the separation of wastes and are to be fully enclosed when the site is unattended.

Construction Site Management Plan (CSMP)

- 11. Prior to the release of Construction Certificate, a Construction Site Management Plan must be submitted with the application for the Construction Certificate, and must include the following measures:
 - location of protective site fencing;
 - location of site storage areas/offices/equipment;
 - location of building materials for construction, e.g. stockpiles
 - provisions for public safety;
 - dust control measures;
 - method used to provide site access location and materials used;
 - provisions for temporary sanitary facilities;
 - location and size of waste containers/skip bins;
 - details of proposed sediment and erosion control measures;
 - method used to provide construction noise and vibration management;
 - stop work protocol for any potential Aboriginal objects found/uncovered during works; and
 - construction traffic management details consistent with other required amendments.

The site management measures are to be implemented prior to the commencement of any works including demolition and excavation. The site management measures are to be maintained throughout the works, to maintain reasonable levels of public health, safety and amenity. A copy of the Construction Management Plan must be retained on site and is to be made available upon request.

Cultural Heritage

- 14. A stop work protocol must be included in the CSMP and implemented for any potential heritage items found during excavation including ceasing work immediately if any Aboriginal objects are found/uncovered, secure the site and inform Office of Environment and Heritage and Lachlan Shire Council planning staff immediately.

Contaminated Land Unexpected Finds Protocol

- 15. Should any contamination or suspect material be encountered during site preparation, earth works, construction or any other stage of the development, works must cease immediately, and a suitably qualified consultant engaged to conduct a thorough contamination assessment and provide recommended management actions to guide the management of any contamination onsite. Council must be notified if this protocol is required to be enacted.

FINANCIAL AND RESOURCE IMPLICATIONS

The assessment and determination of the DA has all been carried out utilising the existing operational budget.

Council has allocated funding towards the construction of the Waste Transfer Station in the 2020/2021 budget.

LEGAL IMPLICATIONS

The application has been assessed in accordance with the relevant legislation, including the Environmental Planning and Assessment Act 1979. There are no legal implications to report at this time. Should Council decide to refuse the Application, sufficient planning grounds need to be provided.

RISK IMPLICATIONS

The proposal will facilitate the upgrade of the existing Council waste management facility onsite and improve its function, efficiency and safety, including the safety of the community that access the facility. The proposed development has been assessed in accordance with the relevant legislation.

STAKEHOLDER CONSULTATION

In accordance with the requirements of Lachlan Community Participation Plan, the proposed development was notified to nearby and adjoining properties between 20 May and 3 June 2020. No submissions were received in response. The application was referred to Transport for NSW for comment, in accordance with clause 104 of State Environmental Planning Policy (*Infrastructure*) 2007. A response was received 16 July 2020, without any recommended conditions.

OPTIONS

1. Council resolve to approve the DA, subject to the draft conditions provided by Penrith City Council and subject to the changes recommended within this report;
2. Council resolve to refuse the DA, and provide reasons for the decision;
3. Council resolve to defer the DA, and provide reasons for the decision.

CONCLUSION

DA2020/10 seeks approval to construct a Waste Transfer Station for Council at 55 Boona Street Condobolin, within the existing waste facility. The proposal will facilitate the upgrade of the existing Waste Management Facility by improving the site function, efficiency and safe work environment.

The purpose of this report is to seek Council's determination of the DA. The DA's documentation was prepared by independent external consultants including an independent planning consultant and assessed by Council Officers from Penrith City Council. Officers from Penrith City Council are recommending approval, subject to conditions. The Environment, Tourism and Economic Development team at Lachlan Shire Council have recommended a number of changes to the draft conditions which are outlined within this report.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council

ATTACHMENTS

1. **Development Application Plans**
2. **Development Assessment Report by Penrith City Council**
3. **Recommended Conditions of Consent**

RECOMMENDATION

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/169 be received and noted.
2. Council approve DA2020/10 subject to the conditions recommended by Penrith City Council and subject to the suggested changes within this report.
3. Council provide a material public benefit to the value of approximately \$3,000 in lieu of payment for a section 7.12 Developer Contribution in accordance with Lachlan Contributions Plan 2015.

CONDOBOLIN WASTE TRANSFER STATION

CONDOBOLIN, NSW

LACHLAN SHIRE COUNCIL

CIVIL & STRUCTURAL ENGINEERING PLANS

GENERAL NOTES:

- G1. THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANTS' DRAWINGS AND SPECIFICATIONS AND WITH SUCH OTHER WRITTEN INSTRUCTIONS AS MAY BE ISSUED DURING THE COURSE OF THE CONTRACT. ALL DISCREPANCIES SHALL BE REFERRED TO THE ENGINEER FOR DECISION BEFORE PROCEEDING WITH THE WORK.
- G2. DIMENSIONS SHALL NOT BE OBTAINED BY SCALING THE STRUCTURAL DRAWINGS.
- G3. SETTINGS OUT DIMENSIONS SHOWN ON THE DRAWINGS SHALL BE VERIFIED BY THE BUILDER.
- G4. DURING CONSTRUCTION THE STRUCTURE SHALL BE MAINTAINED IN A STABLE CONDITION & NO PART SHALL BE OVERSTRESSED. TEMPORARY BRACING SHALL BE PROVIDED BY THE BUILDER AS REQUIRED.
- G5. ALL WORKSHOPS AND MATERIALS SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE SAA CODES AND THE BY-LAWS AND ORDINANCES OF THE RELEVANT BUILDING AUTHORITY.
- G6. UNLESS NOTED OTHERWISE, ALL LEVELS ARE IN METRES AND ALL DIMENSIONS ARE IN MILLIMETRES.
- G7. CONTRACTOR SHALL CHECK LOCATION OF EXISTING SERVICES PRIOR TO COMMENCEMENT OF ANY WORK AND ACCEPT FULL RESPONSIBILITY FOR THE COST OF REPAIRS AND CONSEQUENCES OF ANY DAMAGE WHICH MAY OCCUR TO THESE SERVICES AS A RESULT OF CONSTRUCTION WORKS.
- G8. THE STRUCTURAL WORK HAS BEEN DESIGNED FOR THE FOLLOWING LIVE LOADS:
DESIGN ALICE: 60 kN/m² LEVEL LOAD
DESIGN HPPACT: 50 kN/m² POINT LOAD
ROOF LIVE LOAD: 2.0 kN/m²
- G9. THE STRUCTURAL WORK HAS BEEN DESIGNED IN ACCORDANCE WITH AS1918.3-2002 WIND LOADS.

CONCRETE NOTES:

- C1. ALL WORKSHOPS AND MATERIALS SHALL BE IN ACCORDANCE WITH AS 3600-2009 'CONCRETE STRUCTURES' WITH AMENDMENTS EXCEPT WHERE VARIED BY THE CONTRACT DOCUMENTS.
- C2. CONCRETE QUALITY, EXPOSURE CLASSIFICATION AND CLEAR CONCRETE COVER TO ALL REINFORCEMENT FOR DURABILITY IN ACCORDANCE WITH AS 3600-2009, SHALL BE AS FOLLOWS (BAND):

ELEMENT	GRADE (F'S MIN. ELEMENT)	EXPOSURE CLASS.	CLUMP	MAX. AGGREGATE (mm)	COVER (ASBEST) (mm)	COVER (ASBEST) (mm)	COVER (MIS) (mm)
WALLS & SLABS	A8	B1	B3	20	45	48	75

- C3. CEMENT TYPE TO BE SP THROUGHOUT IN ACCORDANCE WITH AS 917-2000 'PORTLAND BLENDER CEMENTS'. NO ADMIXTURES SHALL BE USED ON CONCRETE UNLESS APPROVED IN WRITING. PROTECT CONCRETE. TESTING SHALL BE CARRIED OUT IN ACCORDANCE WITH AS 1012.
- C4. PROJECT CONTROL. TESTING SHALL BE CARRIED OUT IN ACCORDANCE WITH AS 1012.
- C5. SIZES OF CONCRETE ELEMENTS DO NOT INCLUDE THICKNESS OF APPLIED FINISHES.
- C6. CONSTRUCTION JOINTS WHERE NOT SHOWN SHALL BE LOCATED TO THE APPROVAL OF THE ENGINEER.
- C7. NO HOLES OR CHASES OTHER THAN THOSE SHOWN ON THE STRUCTURAL DRAWINGS SHALL BE MADE IN CONCRETE MEMBERS WITHOUT FIRST THE PRIOR APPROVAL OF THE ENGINEER.
- C8. CONCRETE PIPES SHALL ONLY BE LOCATED IN THE MIDDLE ONE THIRD OF SLAB DEPTH AND SPACED AT NO LESS THAN 3 DIAMETERS. THEY SHALL NOT BE PLACED WITHIN THE CONCRETE COVER TO REINFORCEMENT WITHOUT THE APPROVAL OF THE ENGINEER. THE MINIMUM CONCRETE COVER TO CONCRETE PIPES ON CONCRETE SHALL BE 25mm.
- C9. THE FINISHED CONCRETE SHALL BE A SINGLE HOMOGENEOUS MASS. COMPLETELY FILLING THE FORMWORK THROUGHOUT. FILLING OF THE REINFORCEMENT & FREE OF STONE PRODS. ALL CONCRETE INCLUDING SLABS ON GROUND & FORMING SHALL BE COMPACTED WITH MECHANICAL VIBRATORS.
- C10. CURING OF ALL THE CONCRETE IS TO BE ACHIEVED BY KEEPING SURFACES CONTINUOUSLY WET FOR A PERIOD OF 3 DAYS, AND PREVENTION OF LOSS OF MOISTURE FOR A TOTAL OF 7 DAYS FOLLOWED BY A GRADUAL DRYING OUT APPROVED BY THE ENGINEER. CONCRETE COMPOUNDS MAY BE USED WHERE NOT ELSE PROVIDED ARE PROPOSED. POLYETHYLENE SHEETING OR WET Hessian MAY BE USED IF PROTECTED FROM WIND AND TRAFFIC.
- C11. CONSTRUCTION SUPPORT PROPPING IS TO BE LEFT IN PLACE WHERE NEEDED TO AVOID OVERSTRESSING THE CONSTRUCTION SUPPORT PROPPING IS TO BE REMOVED AND THE SLAB HAS ASSIGNED ITS DEAD LOAD DEFLECTION FOR CHAIRS, SPRING GROOVES, BOLT ETS HAS REFER TO BE S.A.S. MAINBAM COVER TO REINFORCEMENT AT THESE DETAILS.
- C12. PROVIDE UPWARD CURBER TO FORWARD OF CANTILEVERS OF 1/20 FOR WHERE 'Y' IS THE SHORTEST PROJECTION BEYOND COLUMN OR WALL FACE, AND TO FORWARD OF SLABS WHERE NOTED ON PLAN. MAINTAIN THE SLAB AND BEAM DEPTHS AS SHOWN.
- C13. BEAM DEPTHS ARE WRITTEN FIRST AND INCLUDE SLAB THICKNESS IF ANY.

REINFORCEMENT NOTES:

- R1. REINFORCEMENT IS REPRESENTED DIAGRAMMATICALLY. IT IS NOT NECESSARILY SHOWN IN TRUE PROJECTION.
- R2. WELDING OF REINFORCEMENT WILL NOT BE PERMITTED UNLESS SHOWN ON THE STRUCTURAL DRAWINGS OR APPROVED IN WRITING BY THE ENGINEER.
- R3. REINFORCEMENT SYMBOLS:
R - DENOTES GRADE 500M HOT ROLLED PLAN BARS TO AS1012
R - DENOTES GRADE 500M DEFORMED BARS TO AS4455
SL or RL - DENOTES SQUARE OR RECT ANGLE AN GRID DEFORMED REINFORCING FABRIC GRADE 500M TO AS4471
L...L... - DENOTES TRENCH REINFORCEMENT GRADE 500M TO AS4471
- R4. REINFORCEMENT NOTATION:



- R5. SPLICES IN THE REINFORCEMENT SHALL BE MADE ONLY IN THE POSITIONS SHOWN. THE WRITTEN APPROVAL OF THE ENGINEER SHALL BE OBTAINED FOR ANY OTHER SPLICES. WHERE THE LAP LENGTH IS NOT SHOWN IT SHALL BE AS PER THE MINIMUM LAP SHOWN BELOW.
- R7. MINIMUM LAP LENGTHS UNLESS NOTED OTHERWISE SHALL BE:
425 FOR NO BARS
750 FOR 100 BARS
1050 FOR 100 BARS
2250 FOR 100 BARS
- R8. ALL REINFORCEMENT SHALL BE FIRMLY SUPPORTED ON 100mm STEEL PLASTIC TIPPED CHAIRS, PLASTIC CHAIRS OR CONCRETE CHAIRS AT 100mm CENTRES WITH WAYS FOR BARS OR 25mm CENTRES FOR FABRIC.
- R9. BARS SHALL BE TIED AT ALTERNATE INTERSECTIONS.
- R10. REINFORCEMENT LAPS IDENTIFIED WITH THE FOLLOWING NOTATIONS:
TT - DENOTES TOP BARS LAPS LAST IN TOP
TL - DENOTES TOP BARS LAPS FIRST IN TOP
BL - DENOTES BOTTOM BARS LAPS SECOND IN BOTTOM
BT - DENOTES BOTTOM BARS LAPS FIRST IN BOTTOM
- R11. WHERE TRANSVERSE BARS ARE NOT SHOWN PROVIDE W0-300, SPACED WHERE NECESSARY AND LAP WITH MAIN BARS 25mm BEND.

DRAFTING ABBREVIATIONS:

- NEL NATURAL GROUND LEVEL
- FGL FINISHED GROUND LEVEL
- FLD FINISHED FLOOR LEVEL
- UND UNLESS NOTED OTHERWISE
- VAR VARIATION BAND
- ZPE ZIPPED POLYETHYLENE FOLK
- BCK BRICK CONTROL JOINT
- C/C CENTRES
- C/S CORNICES
- RENF REINFORCEMENT
- HORIZ HORIZONTAL
- VERT VERTICAL
- B/W BOTTOMWAYS
- R/J RATED JOINT
- NOT TO SCALE
- DOWNWELL JOINT
- VERTICAL JOINT
- M/S NOT TO SCALE
- TYP TYPICAL
- BWB BROOKWORK
- BLO BLOCKWORK
- CNC CONCRETE
- CJ CENTER JOINT
- CFW CONTINUOUS FILLET WELD

CONCRETE REPAIR NOTES:

- C15. ALL EXISTING CONCRETE SURFACES AGAINST WHICH NEW CONCRETE IS TO BE BORED SHALL BE PREPARED BY THOROUGH SCABBING WITH MECHANICAL TOOLS TO ROUGHEN THE SURFACES.
- C16. ALL DUST AND DEBRIS SHALL BE CLEANED OFF BY OIL-FREE AIR BLASTING.
- C17. AFTER PLACING REINFORCEMENT AND PRIOR TO PLACING CONCRETE, REPEAT CLEANING BY OIL-FREE AIR BLASTING. SPRAY ON AN EPOXY-RESIN ADHESIVE BONDING EPOXY-PASTE OR APPROVED EQUIVALENT USING A COMPRESSOR-DRIVEN OPERATED GUN.
- C18. PLACE THE NEW CONCRETE ON THE PREPARED SURFACE COMPLETELY WITHIN THE SETTING TIME OF THE EPOXY RESIN.
- C19. WHERE CONCRETE IS NOT PLACED WITHIN THE EPOXY SETTING TIME THE ENGINEER SHALL BE NOTIFIED AND CONCRETE PLACEMENT SHALL STOP.
- C20. REINFORCEMENT SHALL BE CONTIGUOUS ACROSS THE POOR JOINTS.
- C21. COVER THE CONCRETE WITH POLYTHENE SHEET FOR 7 DAYS TO CURE.

STEELWORK NOTES:

- S1. ALL WORKSHOPS AND MATERIALS SHALL BE IN ACCORDANCE WITH AS 1018 AND AS 1054 EXCEPT WHERE VARIED BY THE CONTRACT DOCUMENTS.
- S2. ALL STEELWORK SHALL BE IN ACCORDANCE WITH:
AS 1074 FOR GR. 300, 350, 400, 450 AND 500 SECTIONS
AS 1036 GRADE 300 FOR BCS, CSC AND SIS SECTIONS
AS 1077 FOR COLD FORMED STEEL PURLINS & GUTTS
- S3. THE BUILDER SHALL PREPARE WORKSHOP DRAWINGS AND SHALL SUBMIT TWO COPIES OF EACH DRAWING FOR APPROVAL. FABRICATION SHALL NOT COMMENCE UNTIL APPROVAL HAS BEEN RECEIVED. APPROVAL OF DRAWINGS DOES NOT INCLUDE DIMENSIONS.
- S4. ALL COMMERCIAL GRADE BOLTS, NUTS AND WASHERS SHALL COMPLY WITH AS 1018 AND AS 1037 RESPECTIVELY.
- S5. WHERE NOT SPECIFIED, ALL BOLTS ARE TO BE 20 DIAMETER HIGH TENSILE OF GRADE 8.8 OR 9.8 (8.8/9.8) EXCEPT FOR IN AND OUT BOLTS. ALL BOLTS ARE TO BE GALVANIZED BY THE MANUFACTURER. GRADE AND TIGHTENING PROCEDURE, FOR EXAMPLE A193-4.6/5 PEAKS FOUR PHOSPHATE COMMERICAL GRADE BOLTS, SHG TRITE.
- S6. ALL CONNECTIONS TO HAVE 2 BOLTS PER CONNECTION WITH GUSSET PLATES 10 THICK BARS.
- S7. ALL WELDING TO BE DONE BY A FABRICATOR QUALIFIED TO AS 1554 BMS1. ALL WELDS TO BE 6mm CONTINUOUS FILLET FROM LARGE ELECTRODES. ALL STRUCTURAL WELDS SHALL BE CATEGORY SP RAN2. GENERAL PURPOSE WELDS SHALL BE NOTED 'SP' BUT WELDS WHERE NOTED IN THE DRAWINGS ARE TO BE COMPLETE PENETRATION BUTT WELDS AS DEFINED IN AS 1554. ALL WELDING SYMBOLS TO AS 1841 PART 1.
- S8. STRUCTURAL STEELWORK SHALL HAVE THE SURFACE TREATMENT IN ACCORDANCE WITH AS 2310 AND SPECIFICATION.

ELEMENT	SURFACE PREPARATION	PRIME COAT	FINISH
INTERNAL STEELWORK	WIRE BRUSH	ZINC PHOSPHATE PRIMER	SECOND COAT OF ZINC PHOSPHATE PRIMER
EXTERNAL COPIED STEELWORK	NOT OILED GALV. DEGREASE WASH AND DRY		

- NOTE: CONCRETE ENCASED STEELWORK SHALL BE LEFT UNPAINTED.
- S9. THE BUILDER SHALL PROVIDE ALL LEATS AND DRILL ALL HOLES NECESSARY FOR FORMS STEEL TO STEEL AND TRAPERS TO STEEL WHETHER OR NOT DETAIL IN THE DRAWINGS.
- S10. ALL THE REQUIREMENTS OF THE STRUCTURAL STEEL SPECIFICATION SHALL APPLY BMS1.
- S11. THE BUILDER IS TO PROVIDE ALL WELDING JOINTS ARE NECESSARY TO INSURE THEY ARE NOT DISPLACED DURING CONCRETE PLACEMENT.
- S12. THE BUILDER IS TO HAVE GOOD WORKING REPAIR ALL DAMAGED SURFACES DURING PERFORMANCE OF THE WORK UNLESS SHOWN ON THE DRAWING THE ROOF STRUCTURE HAS BEEN DESIGNED FOR NORMAL ROOF LOADS ONLY AND DOES NOT ALLOW FOR ANY EXTRANEOUS LOADS.

Sheet Number	Sheet Title
C001	TITLE SHEET
C002	EXISTING SITE PLAN
C003	PROPOSED SITE PLAN
C004	WASTE TRANSFER LAYOUT PLAN
C005	ROAD LONGITUDINAL SECTIONS
C006	ROAD CROSS SECTIONS SHEET 1 OF 2
C007	ROAD CROSS SECTIONS SHEET 2 OF 2
C008	VEHICLE TURNING PATHS PLAN
C009	PUSH PIT CONCRETE SLAB PLAN
C010	PUSH PIT SECTIONS
C011	PUSH PIT DETAILS
C012	PUSH PIT AWNING OVER PLAN & ELEVATION
C013	AWNING STEELWORK DETAILS



LOCALITY PLAN

N15



Premise

ISSUED FOR CONSTRUCTION

NO.	DATE	DESCRIPTION	BY	APP.
1	20/07/20	ISSUED FOR CONSTRUCTION	AT	AP
2	20/07/20	AMENDED DESIGN TO COMPLY REQUIREMENTS - ISSUED FOR CONSTRUCTION	AW	CH
3	20/07/20	ISSUED FOR APPROVAL	AW	AP
4	20/07/20	FOR REVIEW	AW	AP
5	20/07/20	FOR APPROVAL	AW	AP

ORANGE OFFICE
154 PEISLEY STREET
ORANGE, NSW 2800
PH: (02) 4395 3000
WEB: www.premise.com.au

DESIGNED	SCALE
MV/CAJ/AJD	
CHECKED	
AGC	
PROJECT MANAGER	
AW	
ENGINEERING CERTIFICATION	

CLIENT	PROJECT	LOCATION	SHEET NUMBER	REV
LACHLAN SHIRE COUNCIL	CONDOBOLIN WASTE TRANSFER STATION	CONDOBOLIN, NSW	C001	D

PROJ CODE	SHEET TITLE
218284_01	TITLE SHEET





- LEGEND:**
- 1:50 BOUND & EXISTING CONTOUR (0.25m INTERVAL)
 - PROPOSED CENTRELINE
 - PROPOSED INVERT OF TABLE DRAIN
 - PROPOSED TALLEST DRAIN
 - PROPOSED GRAVEL PAVEMENT
 - PROPOSED CONCRETE AREA
 - EXISTING BOUNDARY
 - EXISTING CELL
 - EXISTING CHANGE OF GRADE
 - EXISTING FENCE
 - EXISTING WATER LINE
 - EXISTING FIRE HYDRANT
 - EXISTING MONITORING WELL
 - EXISTING TAP
 - V VIRGIN LAND
 - C CELLS
 - A ASBESTOS
 - E EXISTING CELL

ISSUED FOR CONSTRUCTION			
DATE	REV	DESCRIPTION	REVISION
	B	AMENDED DESIGN ASSESSMENT - ISSUED FOR CONSTRUCTION	AD AM
	C	AMENDED DESIGN TO COUNCIL REQUIREMENTS - ISSUED FOR CONSTRUCTION	AD CH
	B	REVISED FOR APPROVAL	AD AM
	A	FOR REVIEW	RF AM
			REC AM

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 154 PEISLEY STREET
 ORANGE, NSW 2800
 PH: (02) 6393 5000
 WEB: www.premise.com.au



DESIGNED: HYVASC/AJD
 CHECKED: AWC
 PROJECT MANAGER: AWC
 ENGINEERING CERTIFICATION

SCALE: 0 10 20 40m
 SCALE 1:750(A1)

ORANGE SHEET SIZE A1

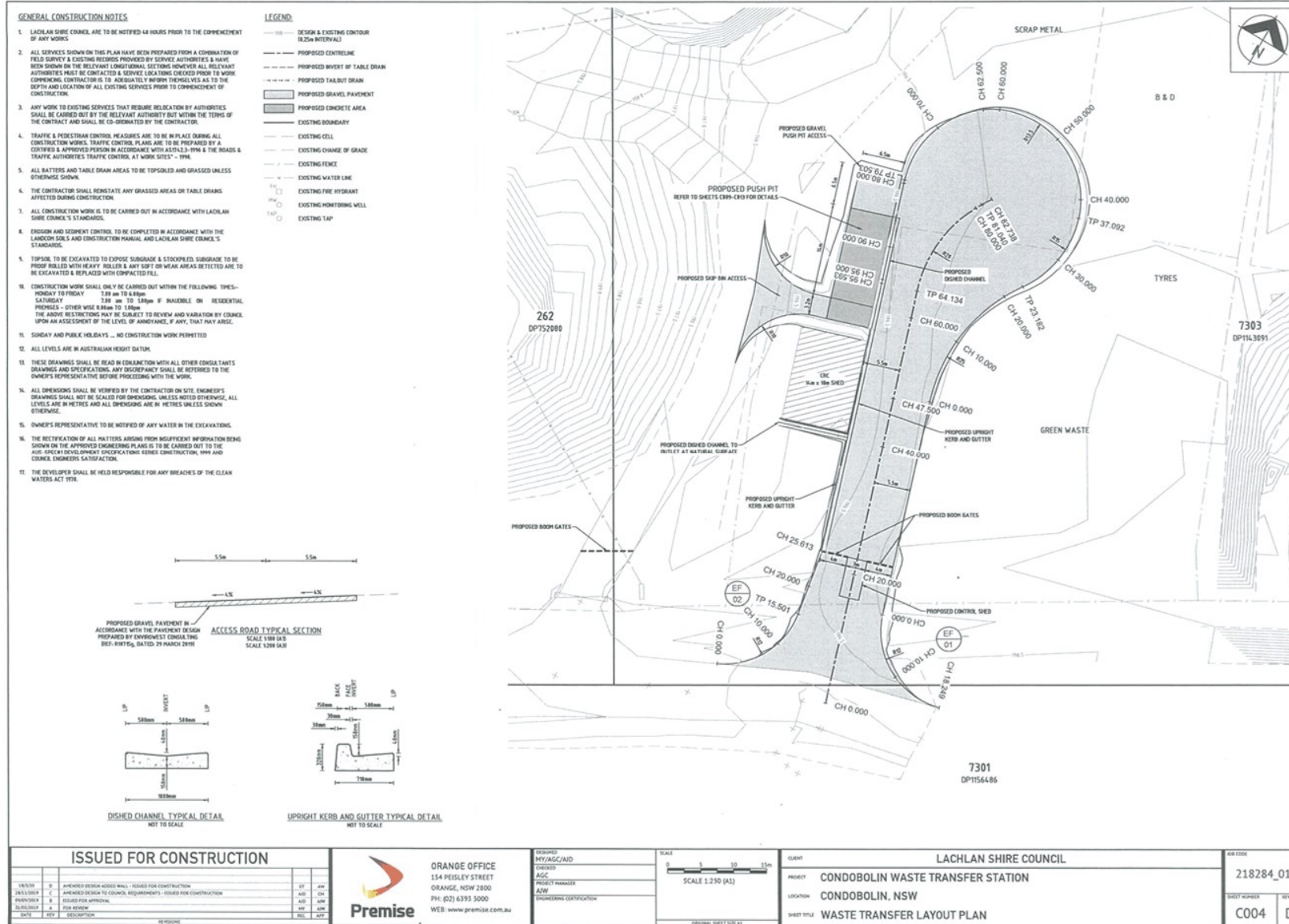
CLIENT: LACHLAN SHIRE COUNCIL

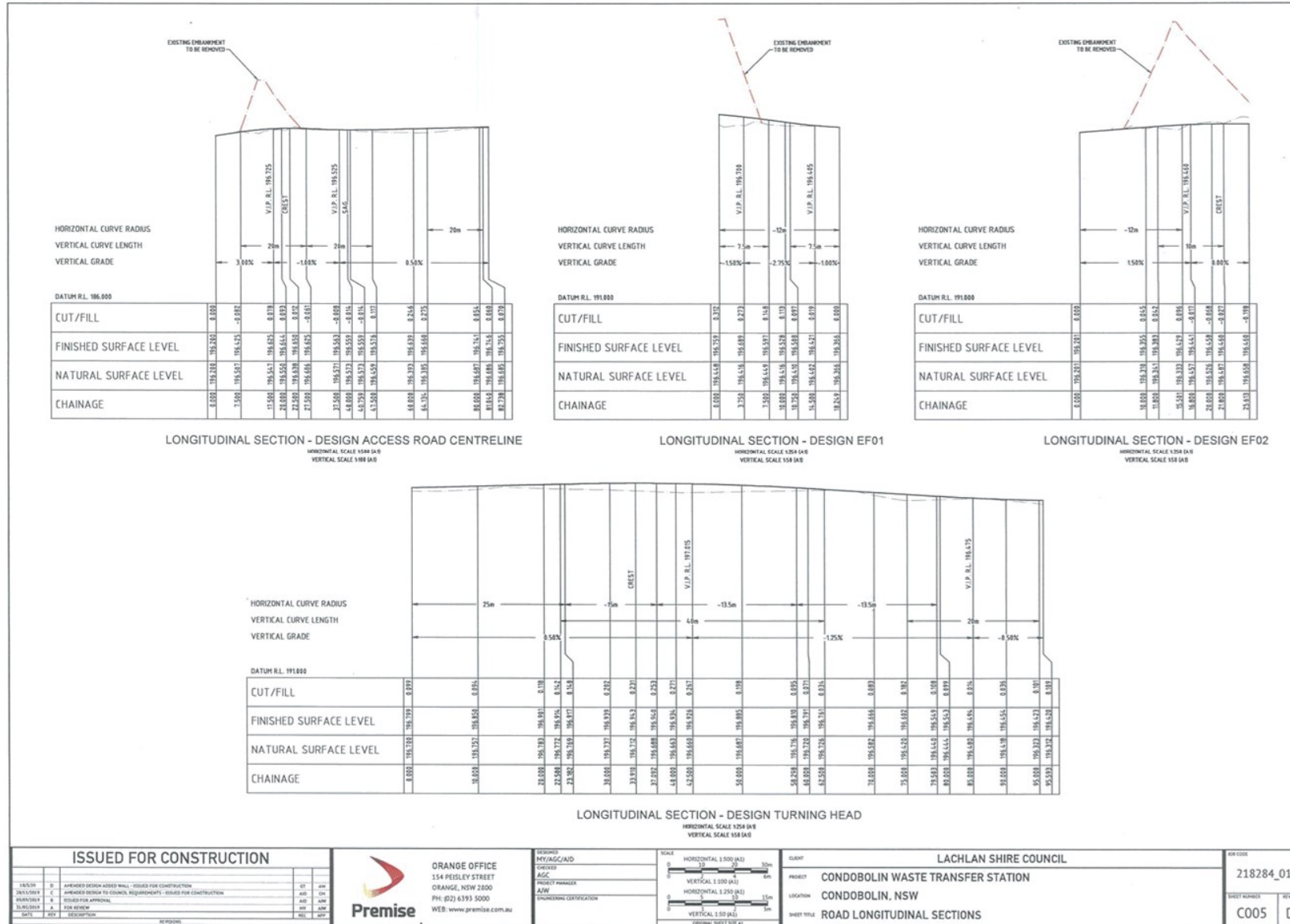
PROJECT: CONDOBOLIN WASTE TRANSFER STATION

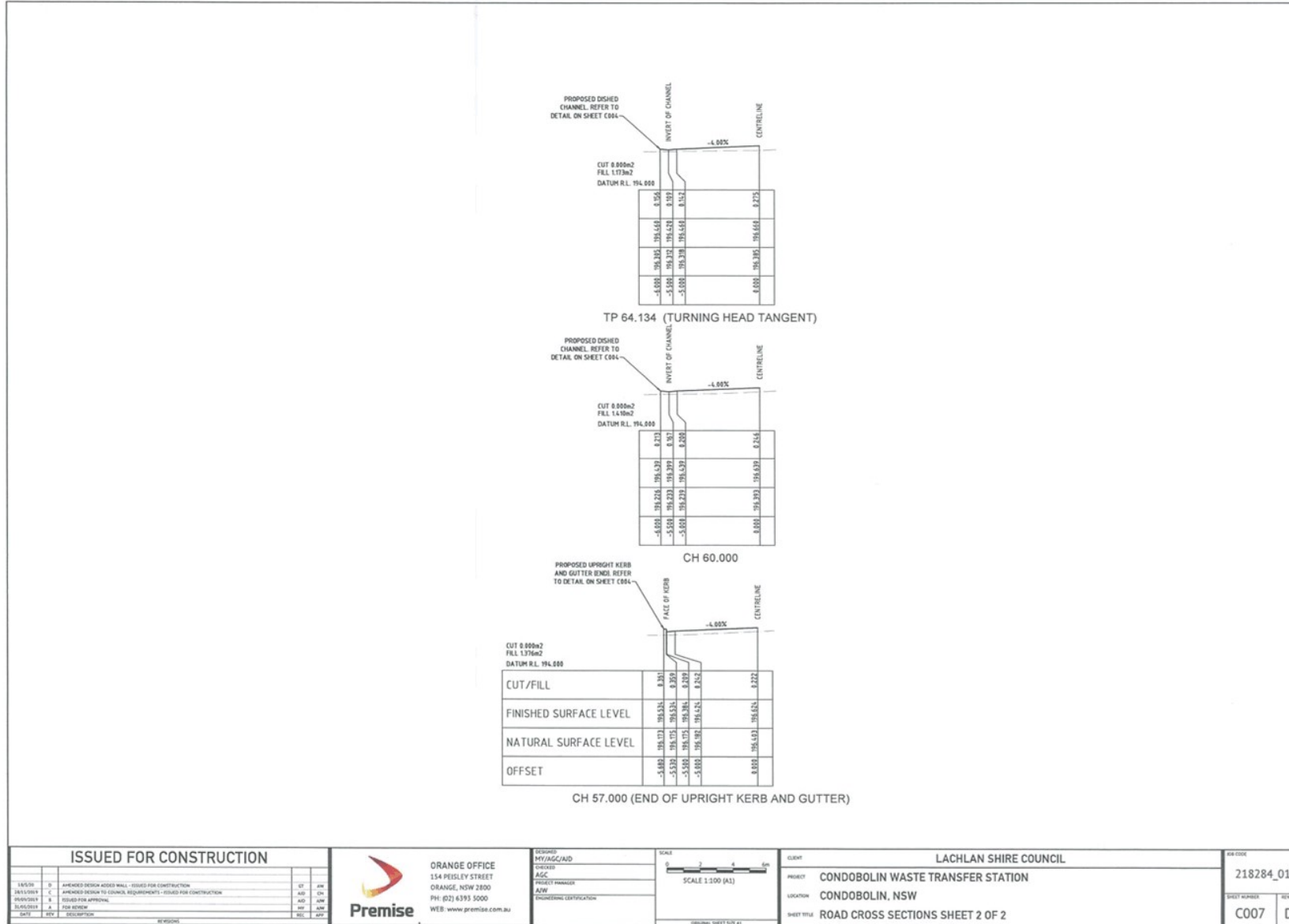
LOCATION: CONDOBOLIN, NSW

SHEET TITLE: PROPOSED SITE PLAN

FOR CODE:	218284_01
SHEET NUMBER:	C003
REV:	D







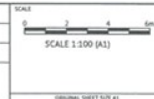
ISSUED FOR CONSTRUCTION

DATE	BY	DESCRIPTION	REV

Premise

ORANGE OFFICE
154 PEISLEY STREET
ORANGE, NSW 2800
PH: (02) 6393 5000
WEB: www.premise.com.au

DRAWN BY: MYIANGCAI
CHECKED BY: AJC
PROJECT MANAGER: AJW
ENGINEERING CERTIFICATION



CLIENT: LACHLAN SHIRE COUNCIL

PROJECT: CONDOBOLIN WASTE TRANSFER STATION

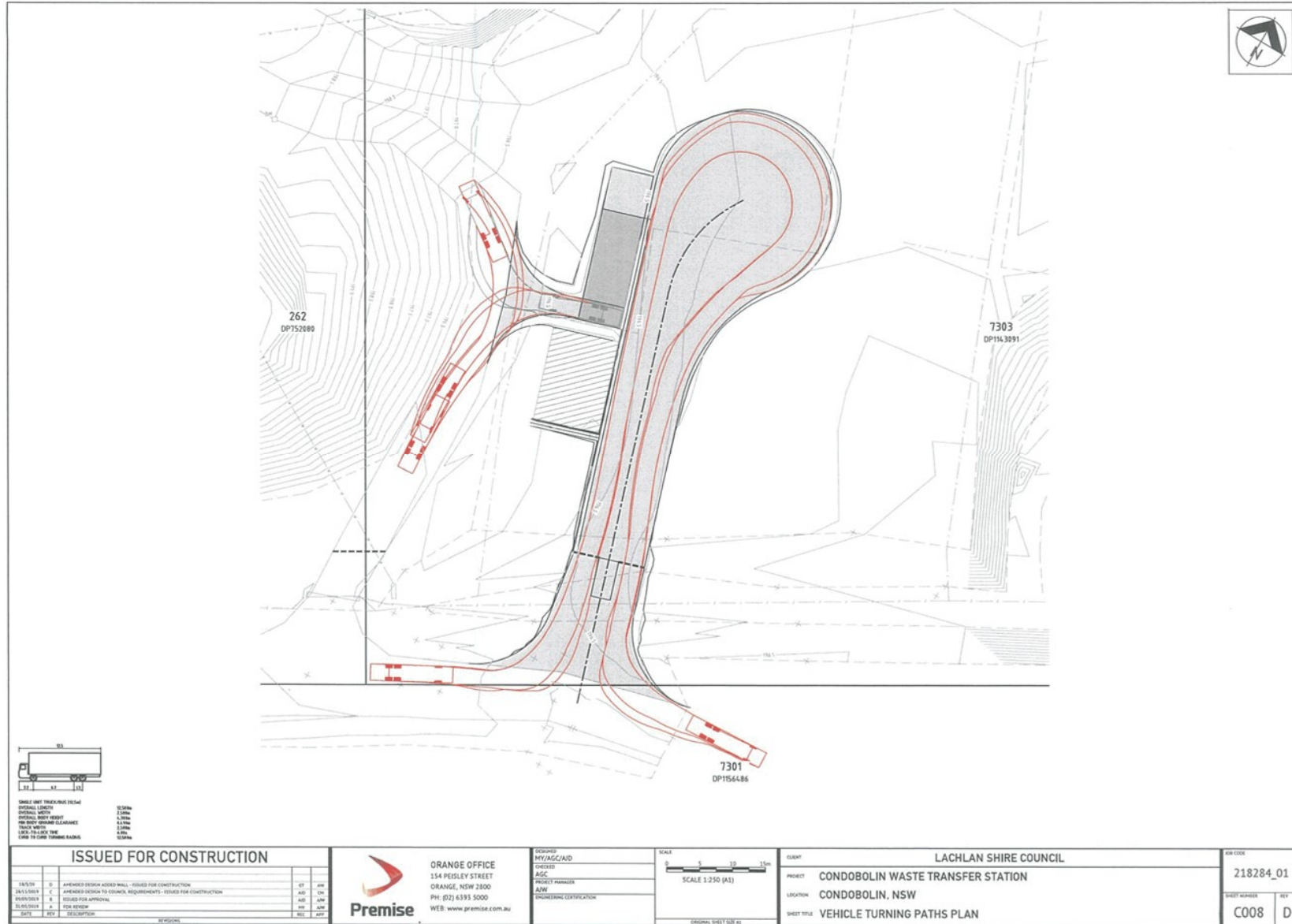
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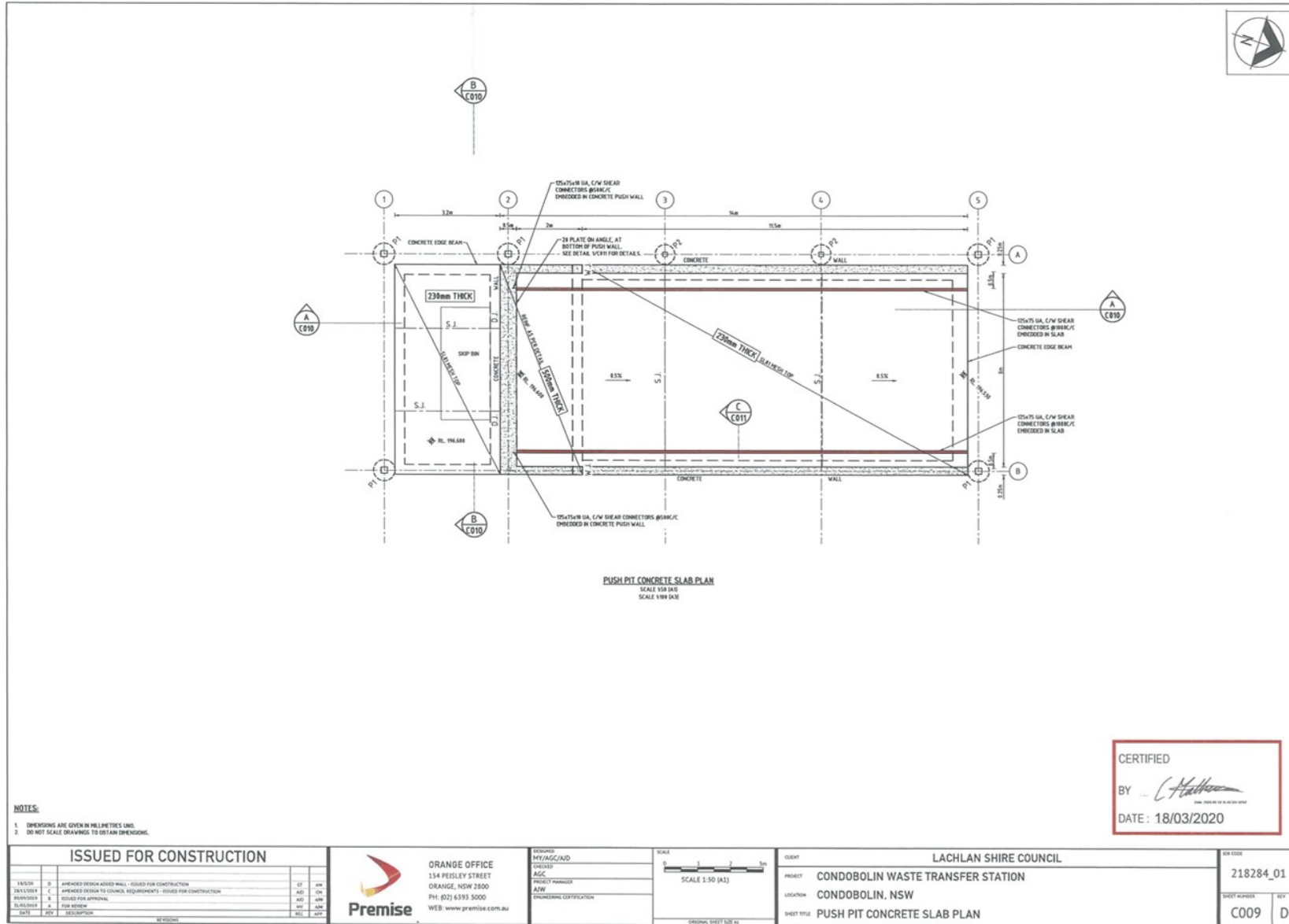
SHEET TITLE: ROAD CROSS SECTIONS SHEET 2 OF 2

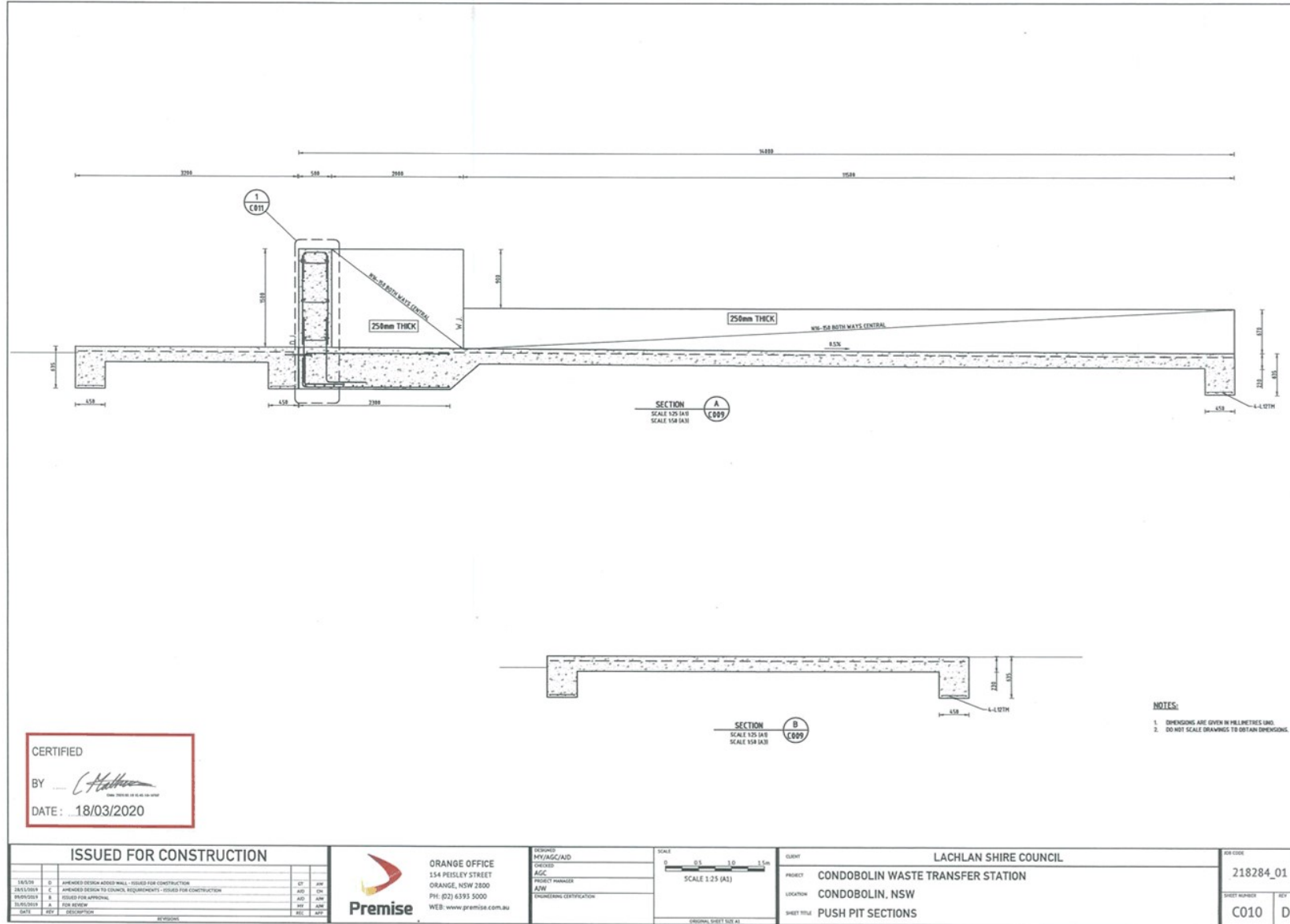
218284_01

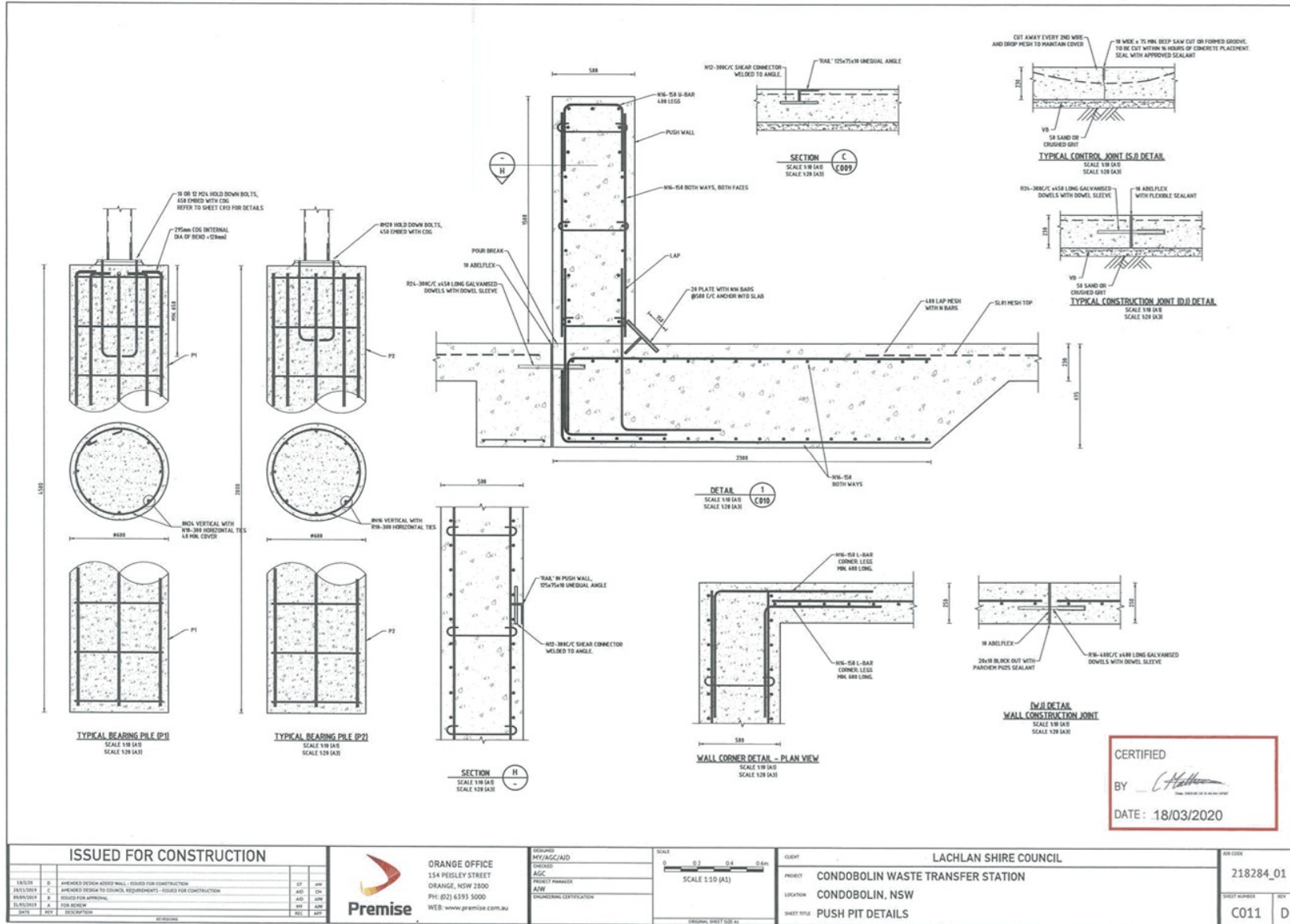
SHEET NUMBER: C007

REV: D









ISSUED FOR CONSTRUCTION			
DATE	BY	DESCRIPTION	REV
24/01/20	D	AMENDED DESIGN ADDED WALL - ISSUED FOR CONSTRUCTION	01
24/01/20	C	AMENDED DESIGN TO COUNCIL REQUIREMENTS - ISSUED FOR CONSTRUCTION	02
24/01/20	B	ISSUED FOR APPROVAL	03
24/01/20	A	FOR REVIEW	04
24/01/20	REV	DESCRIPTION	REV

Premise

ORANGE OFFICE
154 PEISLEY STREET
ORANGE, NSW 2800
PH: (62) 6395 3000
WEB: www.premise.com.au

DESIGNED: MVA/JAGC/AJD
CHECKED: AGC
PROJECT MANAGER: AJW
ENGINEERING CERTIFICATION

SCALE: 1:10 (A3)

ORIGINAL SHEET SIZE: A2

CLIENT: LACHLAN SHIRE COUNCIL

PROJECT: CONDOBOLIN WASTE TRANSFER STATION

LOCATION: CONDOBOLIN, NSW

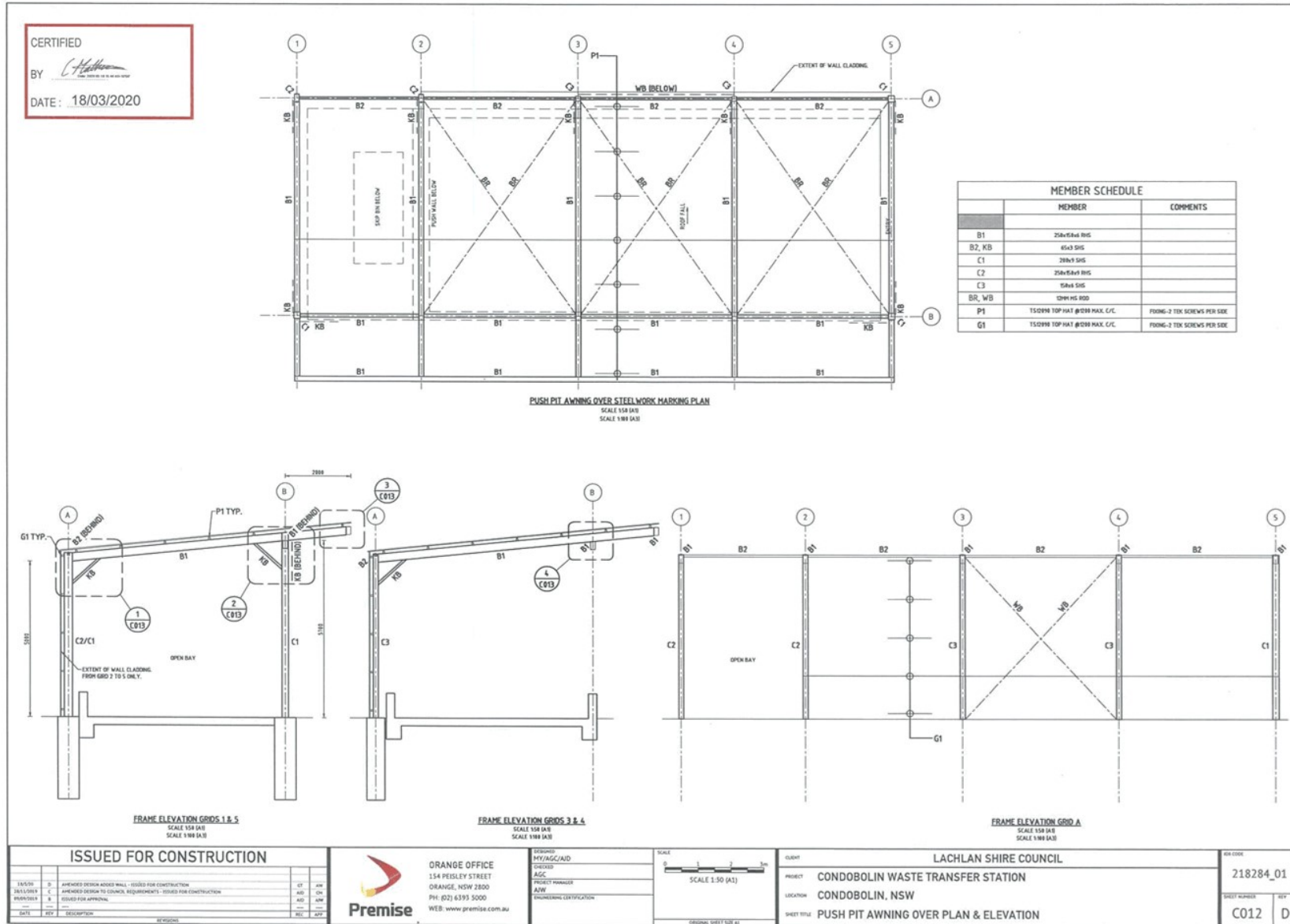
SHEET TITLE: PUSH PIT DETAILS

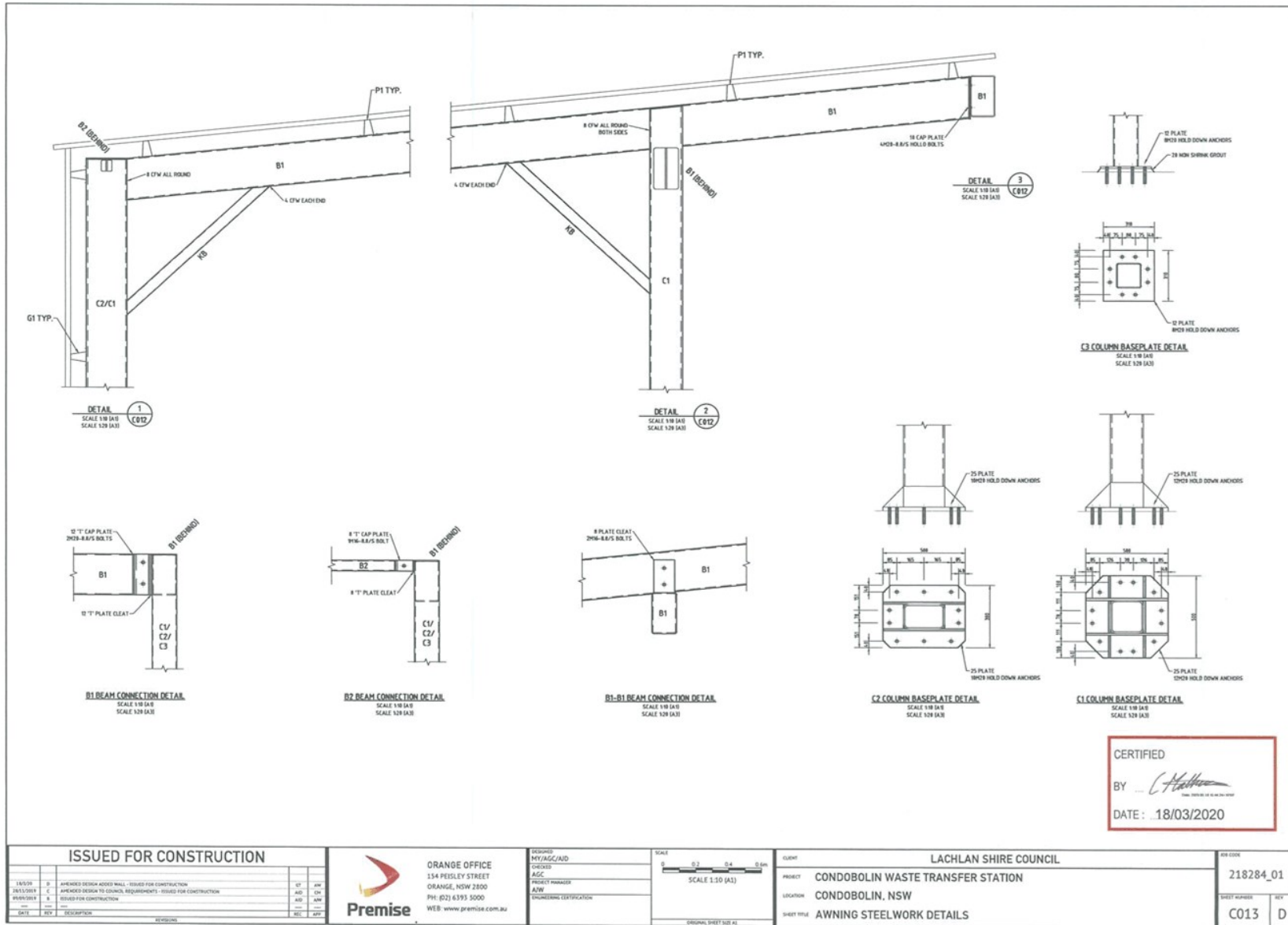
NO. 0001: 218284_01

SHEET NUMBER: C011

REV: D

CERTIFIED
BY: *[Signature]*
DATE: 18/03/2020





PENRITH CITY COUNCIL DEVELOPMENT ASSESSMENT REPORT

Application Number	DA2020/10
Proposed Development	Alterations and Additions to an Existing Waste Management Facility to Include a Waste Transfer Station
Property Address	55 Boona Road, Condobolin NSW 2877, Australia
Property Description	Lot 262 DP 752080 Lot 7301 DP 1156486 Lot 7303 DP 1143091
Date Received	21/05/2020
Assessing Officer	James Heathcote (Penrith City Council)
Recommendation	Approval
DA Type	Local Development (Lachlan Shire LGA)

Executive Summary

Lachlan Shire Council has lodged a Development Application for the alterations and additions to the existing Condobolin Waste Management Facility (WMF) to provide for a dedicated Waste Transfer Station (WTS) at 55 Boona Road, Condobolin NSW 2877.

As the applicant is the consent authority, the application was referred to Penrith City Council to enable an independent assessment to occur.

The subject site(s) are legally described as Lot 262 of DP 752080 (existing WMF), Lot 7303 of DP 1143091 (existing WMF) & Lot 7301 of DP 1156486 (Existing access to WMF). The site is zoned SP2 Infrastructure under Lachlan Local Environmental Plan 2013 (Lachlan LEP).

The proposal was exhibited and notified to nearby and adjoining properties between 20 May and 3 June 2020. No submissions were received in response.

Additional information was requested from the applicant, being Lachlan Shire Council, during the assessment of the application, including site inspection photos and referral commentary from Transport for NSW. The applicant has satisfactorily addressed the items mentioned above, provided through documentation and clarifications of specific matters, as discussed throughout this report.

The application was reviewed by Penrith City Council's Environmental Management team, who have no objections to the proposal subject to recommended conditions of consent, including the waste management facility and waste transfer station to operate in accordance with the *Statement of Environmental Effects* prepared by Integrated Consulting, dated March 2020, and Lachlan Shire Council's *Solid Waste Management Procedures and Standards Manual*, dated June 2018. Additionally, environmental

management conditions are recommended for dust suppression, mud and soil control from vehicular movements and erosion and sediment controls.

Given the existing use currently involves members of the public driving through areas of the waste management facility, the proposal includes a safer design outcome with respect to the waste management practices involved in the development.

The proposed development has been assessed as being unlikely to have a negative impact on its surrounding environment, given its zoning for commercial/industrial use. As such, the site is considered to be suitable for the proposed development, with the proposal considered to be in the public interest as outlined within this report.

An assessment under Section 4.15 of the Environmental Planning and Assessment Act 1979 has been undertaken and the application is recommended for approval, subject to recommended conditions.

Site and Surrounds

The subject site is located on the northern side of Boona Road, within the Boona Road Industrial Estate, Condobolin NSW 2877. The site consists of several lots and forms a rectangular shape. The site is approximately 2km north-west of the Condobolin town centre.

The site has an approximate 250m frontage to Boona Road. The site has a total area of approximately 4.0468 hectares. The site consists of 3 allotments, Lot 262 DP 752080 (existing WMF), Lot 7303 DP 1143091 (existing WMF) & Lot 7301 DP 1156486 (existing access to WMF).

The site is currently occupied by the existing Condobolin WMF. There is some sparse vegetation located along all boundaries. The surrounding properties include industrial uses, agricultural uses, nature reserves and the nearest residential subdivision area is approximately 1km to the south.

A review of the subject site on the *NSW Government Biodiversity Values Map and Threshold Tool* has identified that there is no threatened species mapped (inclusive of 55 Boona Road).

The Proposed Development

The proposed development involves additions and alterations to the existing Condobolin WMF to provide for a dedicated WTS. The purpose of the development is to provide for improved safety for both the general public accessing the site and operators of the facility by improving public access that is separate from the remainder of the WMF. Specifics of the proposal are as follows:

- The existing embankment on Lot 7303 will be removed to facilitate a new access driveway from the existing access road on Lot 7301. This new gravel access driveway will provide access into the new WTS. The material removed from the embankment is clean fill that will be stockpiled on site for reuse as part of the cell capping.
- A new gravel internal road will be provided from the WTS to the existing WMF to enable transfer of the material from the WTS to the WMF for disposal. The new internal road will be constructed to the north of the existing shed.
- A push pit will be constructed on the northern side of the internal road. The push pit is comprised of a concrete slab with a wall at the southern end. Beyond the southern wall will be another concrete slab which will accommodate a skip bin when the pit is being emptied. The push pit is to be covered by a skillion roofed structure.

-
- Light vehicles accessing the WMF will be required to utilise the proposed WTS. They will enter the site via the new access driveway. An existing control shed will be relocated from elsewhere on the site and placed at the entry to the WTS. Access to the site will be controlled by boom-gates for entry and exit. The control shed is a small shipping container-type building. Vehicles will enter the site and travel in a forward direction around the 'cul-de-sac bulb', stopping to drop off waste in the respective locations.
 - General waste will be stored within the push pit, and other wastes such as scrap metal and tyres will be stored in designated locations around the outside of the cul-de-sac bulb. Waste that requires special disposal such as light bulbs and the like will be stored in the shed. Removal of material from the shed will continue to be serviced by Cleanaway. Recyclable materials will continue to be serviced by Netwaste Regional Contracts. General waste will be periodically pushed toward the wall at the southern end of the push pit and otherwise processed by an existing front-end loader that operates on site.
 - The proposal does not change the existing operating hours of the WMF.
 - The existing access to the WMF is to be retained for use by heavy vehicles accessing the site. New boom gates will be installed back into the site from the existing gates controlling access to the site.
 - Note: All activities that are proposed already occur on site, just in different locations. No additional traffic is expected to be generated by the development. All service vehicles and users of the WMF already accesses the site. The proposed development will place access for light vehicles in a separate location to the main landfilling activities and this providing a safer environment for all users.

Section 4.15 - Evaluation

The development has been assessed in accordance with the matters for consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979, and having regard to those matters, the following issues have been identified for further consideration

Section 4.15(1)(a)(i) The provisions of any environmental planning instrument**Protection of the Environment Operations Act 1997**

Under the Protection of the Environment Operations Act 1997 (POEO Act), it is noted that an Environmental Protection Licence (EPL) is required from the NSW Environment Protection Authority for any Scheduled Development Work and Scheduled Activities.

An EPL is not required for the current facility where existing waste volumes do not change from what is currently occurring. As the proposed development will not change the amount of waste received or disposed of on site for the existing facility on site, concurrence from the EPA and a separate EPL is not understood to apply.

Given the above, the requirements of the POEO Act have been suitably satisfied.

Biodiversity Conservation Act 2016 (BC Act)

A review of the site on the *NSW Government Biodiversity Values Map and Threshold Tool* has identified no significant nor threatened species being present or mapped. As such, the propose development is not likely to significantly affect any threatened species as defined by Section 7.2 of the BC Act. Therefore, a Biodiversity Development Assessment Report is not required to accompany the application for development consent.

Given the above, and considering the use already operating on site, the proposal satisfies the requirements of the BC Act.

State Environmental Planning Policy (Infrastructure) 2007

The relevant provisions of State Environmental Planning Policy (Infrastructure) 2007 (ISEPP) has been considered below:

Clause 104 Traffic Generating Development

This clause applies to development as specified in Column 1 of the Table to Schedule 3, that involves a new premises of the relevant size or capacity, or an enlargement or extension of existing premises, being an alteration or addition of the relevant size or capacity.

The application was referred to NSW Transport for NSW (TfNSW), who provided referral commentary on the 16 June 2020 that stated that TfNSW has no objection to the proposal, further offering the following comments for consideration by Lachlan Shire Council as the Road Authority:

- That the intersection treatment servicing the site should be designed and constructed in accordance with *Austrroads Guide to Road Design* including Safe Intersection Sight Distance.

In addition, TfNSW requested for Lachlan Shire Council to forward a copy of the determination notice to TfNSW at the same time it is sent to the applicant.

Given the above, the requirements of the ISEPP have been satisfied noting the comments do not preclude determination of the application.

State Environmental Planning Policy No 33 – Hazardous and Offensive Development

The proposed development is not considered to involve either a potentially hazardous industry or a potentially offensive industry. In this regard, the requirements and considerations of State Environmental Planning Policy No.33 – Hazardous and Offensive Development are not applicable to the subject development application.

State Environmental Planning Policy No 55 – Remediation of Land

SEPP 55 aims to provide a framework for the assessment, management and remediation of contaminated land throughout the state. Clause 7(1) of SEPP 55 requires a consent authority to be satisfied that the site is suitable for the proposed development or can be made suitable prior to the determination of the application.

The site is proposed for alterations and additions to an existing WMF, within an existing industrial precinct in Condobolin NSW. A geotechnical assessment has been undertaken for the site, prepared by Envirowest Consulting Pty Ltd, reference number R10715g, and dated 29 March 2019. The geotechnical assessment included borehole testing across the site, which identified many materials in the soil tested.

The proposal is for a new WTS being implemented into the existing WMF. The site is considered to be generally contaminated due to its existing and ongoing use as a WMF. The transfer station use already operates on the site, however, the public currently accesses the tip-face and other stockpile areas scattered throughout the waste facility to place materials for disposal/recycling. The location of the proposed WTS does not have any existing waste cells below it. The driveway into the WTS will be partially located over old cells, however, the roadworks will not include any excavation of existing cells nor their capping layer.

The proposed WTS will provide a hardstand area where the public will drive and dispose of their waste/recycling.

The proposed development will substantially reduce the pathways for exposure to contaminants and therefore provide an improved outcome in terms of contamination. In that regard, the proposal is considered suitable for the intended land use having regard to Clause 7 of the SEPP provisions, being an existing waste management facility with improvements in patron access and safety the key intention for this proposal.

The application was also referred to Penrith City Council's Environmental Management Department for assessment, who have raised no objections to the proposal subject to recommended conditions of consent, including the WMF and WTS to continue operating in accordance with the *Statement of Environmental Effects* prepared by Integrated Consulting, dated March 2020, and Lachlan Shire Council's *Solid Waste Management Procedures and Standards Manual*, dated June 2018. Additionally, standard environmental conditions are recommended for dust suppression, mud and soil control from vehicular movements and erosion and sediment controls.

In consideration of the above, the proposal satisfies the requirements of SEPP 55, subject to conditions.

Lachlan Local Environmental Plan 2013

Provision	Compliance
Clause 1.2 Aims of Plan	Complies – See discussion.
Clause 2.2 Zoning of land to which Plan applies / Permissibility	Complies – See discussion.
Clause 5.10 Heritage Conservation	Complies – See discussion.
Clause 6.1 Earthworks	Complies – See discussion.
Clause 6.2 Flood Planning	Complies
Clause 6.3 Stormwater Management	Complies
Clause 6.7 Essential Services	Complies

Clause 1.2 Aims of Plan

Clause 1.2(2) states that the aims of Lachlan LEP are as follows:

- (a) To protect, conserve and enhance agricultural land through the proper management, conservation and development of natural and man-made resources,*
- (b) To encourage the provision of a range of housing, employment and recreation facilities to meet the needs of existing and future residents of Lachlan,*
- (c) To promote the efficient and equitable provision of public services, infrastructure and amenities,*
- (d) To protect, conserve and enhance the environmental and cultural heritage of Lachlan,*
- (e) To encourage the sustainable growth of Lachlan,*
- (f) To encourage development that is matched by adequate land supply for long-term needs and that is linked with key services and infrastructure.*

The proposal is not contrary to Aim (a) as it does not impact upon agricultural land. The proposal is consistent with Aim (b) as the proposed work depot represents a facility that meets the needs of the existing and future residents of the Lachlan Shire Local Government Area (LGA), providing necessary resources for Lachlan Shire Council. The proposal is consistent with Aim (c) as it facilitates improved public services, infrastructure and amenities for the local area and LGA. The proposal is not contrary to Aim (d) as it does not adversely impact on any environmental or cultural heritage of the Lachlan LGA. The proposal is consistent with Aim (e) as the new depot facility will offer new and improved local Council services and employment opportunities and have the potential to contribute positively to the sustainable growth of the Lachlan LGA. Finally, the proposal is consistent with Aim (f) as it represents the suitable development of an existing industrial site that is already afforded and linked with key services and infrastructure in its area.

As such, the proposal satisfies the requirements of Clause 1.2.

Clause 2.2 Zoning of land to which Plan applies / Permissibility

The subject site is mapped under Lachlan Local Environmental Plan 2013 as being within the SP2 Infrastructure Zone (Lots 262 and 7303) and RU5 Village Zone (Lot 7301).

The objective of the SP2 zone is:

- *To provide for infrastructure and related uses.*
- *To prevent development that is not compatible with or that may detract from the provision of infrastructure.*

The proposed development is not antipathetic to the zone objective. Developments for the purpose shown on the Land Zoning Map, including any development that is ordinarily incidental or ancillary to development for that purpose, is permissible with consent in the SP2 zone. The purpose shown on the LEP Map (Land Zoning Map – Sheet LZN_010A) for the subject site is “Waste or Resource Management Facilities”.

A waste or resource management facility *means any of the following—*

- (a) a resource recovery facility,*
- (b) a waste disposal facility,*
- (c) a waste or resource transfer station,*
- (d) a building or place that is a combination of any of the things referred to in paragraphs (a)–(c).*

The proposed development is considered to be defined as a waste or resource management facility, as defined below by Lachlan LEP:

waste or resource transfer station *means a building or place used for the collection and transfer of waste material or resources, including the receipt, sorting, compacting, temporary storage and distribution of waste or resources and the loading or unloading of waste or resources onto or from road or rail transport.*

Therefore, the proposed development is permissible with consent in the SP2 zone.

Only a small part of the new access driveway is located within the RU5 Zone. The proposed development is not antipathetic to the zone objective below:

The objective of the RU5 zone is:

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*

A driveway is ancillary infrastructure that would otherwise be permitted in the RU5 zone and is therefore considered permissible and appropriate.

Clause 5.10 Heritage Conservation

The subject site is not situated within a Heritage Conservation area and is not identified as a heritage item.

There are however two heritage items in the vicinity of the subject site, being:

- The General Cemetery at the corner of Boona Road and Maitland Street, Condobolin (Item 10, Local Significance).

-
- The "Goodwill" dwelling at 19 Goodwill Street, Condobolin (Item 11, Local Significance).

The above heritage items are 850m to 1km south-east of the subject site and any possible visual relationship between the subject development and the heritage items is diminished by an intervening development pattern consisting of road reserves, a rail corridor, other buildings and structures and vegetation.

As such, the requirements of Clause 5.10 as satisfied as the environmental and built heritage significance of Lachlan Shire is being upheld.

Clause 6.1 Earthworks

The objective of this Clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.

Given there is no heritage significance on the subject site, conditions of consent are recommended to ensure appropriate sediment control measures are in place during construction and other works, ensure proper function and drainage amongst other aspects.

As such, the requirements of Clause 6.1 have been assessed as being satisfied.

Section 4.15(1)(a)(ii) – The provisions of any draft environmental planning instrument

Draft Environment State Environmental Planning Policies

The Draft Environment SEPP was exhibited from 31 October 2017 to 31 January 2018. This consolidated SEPP proposes to simplify the planning rules for a number of water catchments, waterways, urban bushland, and Willandra Lakes World Heritage Property.

Changes proposed include consolidating a total of seven existing SEPPs being:

- *State Environmental Planning Policy No. 19 – Bushland in Urban Areas*
- *State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011*
- *State Environmental Planning Policy No. 50 – Canal Estate Development*
- *Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment*
- *Sydney Regional Environmental Plan No. 20 – Hawkesbury-Nepean River (No.2-1997)*
- *Sydney Regional Environmental Plan (Sydney Harbour Catchment) 2005*
- *Willandra Lakes Regional Environmental Plan No. 1 – World Heritage Property*

It is noted that the proposed changes to State Environmental Planning Policy No 19 – Bushland in Urban Areas (SEPP 19) are not considered to impact the proposed development. In this regard, the proposal is not inconsistent with the provisions of this Draft Instrument.

Draft Remediation of Land SEPP

The Department of Planning and Environment has announced a Draft Remediation of Land SEPP, which will repeal and replace the current State Environmental Planning Policy No 55—Remediation of Land.

The proposed new land remediation SEPP will:

- Provide a state-wide planning framework for the remediation of land,
- Maintain the objectives and reinforce those aspects of the existing framework that have worked well,
- Require planning authorities to consider the potential for land to be contaminated when determining development applications and rezoning land,
- Clearly list the remediation works that require development consent, and
- Introduce certification and operational requirements for remediation works that can be undertaken without development consent.

It is also proposed that it will transfer the requirements to consider contamination when rezoning land to a direction under Section 9.1 of the Environmental Planning and Assessment Act 1979.

Whilst the proposed SEPP will retain the key operational framework of SEPP 55, it will adopt a more modern approach to the management of contaminated land. Noting the above, the Draft SEPP will not alter or affect the findings in respect to contamination of the site.

Section 4.15(1)(a)(iii) – The provisions of any development control plan

Lachlan Development Control Plan 2018 applies to development within the Lachlan Local Government Area. The provisions of the DCP relevant to the proposed development are outlined below:

Provision	Compliance
3. Development	Complies – See discussion.

<u>Lachlan Development Control Plan 2018 -</u>		
<u>3. Development</u>		
Development Control(s):	Proposed:	Compliance:
3.1.1 Application	Section 3 of Lachlan DCP is applicable for the subject application.	Yes
3.1.2 Building Line	The proposed building will be setback more than 6m from a public road.	Yes.
3.1.3 Energy Efficiency	The proposal does not include a habitable building. As such, this section is not applicable.	N/A

3.1.4 Water Efficiency and Stormwater Management	The plans show that the road hardstand areas will be drained via a dished channel that will have an outlet at natural surface on site. The stormwater will be directed away from building and other uses on site so as not to cause a nuisance.	Yes
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Section 4.15(1)(a)(iia) – The provisions of any planning agreement

There are no planning agreements applicable to the subject application.

Section 4.15(1)(a)(iv) – The provisions of the regulations

The requirements of the Regulations have been considered in the assessment of the application, with applicable conditions of consent being recommended including complying with the requirements of the Building Code of Australia. Notification has been carried out in accordance with the Regulations.

Environmental Planning & Assessment Regulation 2000 (EP&A Regulation)

Clause 4 of the *Environmental Planning & Assessment Regulation 2000* (EP&A Regulation) states that:

(1) Development described in Part 1 of Schedule 3 is declared to be designated development for the purposes of the Act unless it is declared not to be designated development by a provision of Part 2 or 3 of that Schedule.

Clause 32 of Schedule 3 of the EP&A Regulation lists Waste Management Facilities or Works as:

(1) Waste management facilities or works that store, treat, purify or dispose of waste or sort, process, recycle, recover, use or reuse material from waste and:

(d) that are located:

- (i) in or within 100 metres of a natural waterbody, wetland, coastal dune field or environmentally sensitive area, or*
- (ii) in an area of high watertable, highly permeable soils, acid sulphate, sodic or saline soils, or*
- (iii) within a drinking water catchment, or*
- (iv) within a catchment of an estuary where the entrance to the sea is intermittently open, or*
- (v) on a floodplain, or*
- (vi) within 500 metres of a residential zone or 250 metres of a dwelling not associated with the development and, in the opinion of the consent authority, having regard to topography and local meteorological conditions, are likely to significantly affect the amenity of the neighbourhood by reason of noise, visual impacts, air pollution (including odour, smoke, fumes or dust), vermin or traffic.*

The subject site is considered to be partially within a flood plain. It is also within 500m of a residential zone (R5 zone). However, the nature of the proposed development is not considered that it would significantly affect the amenity of the neighbourhood by reason of noise, visual impacts, air pollution (including odour, smoke, fumes or dust), vermin or traffic.

Clause 35 of the EP&A Regulation provides that:

Development involving alterations or additions to development (whether existing or approved) is not designated development if, in the opinion of the consent authority, the alterations or additions do not significantly increase the environmental impacts of the total development (that is the development together with the additions or alterations) compared with the existing or approved development.

The proposed development will not be increasing the amount of waste brought to the site, frequency of access to the site or waste stored on the site. The proposed development is simply providing a dedicate WTS for the public to access to make the facility safer. Therefore, the proposed development is considered to meet the requirements of Clause 35.

In forming its opinion of whether the development is designated development or not for the purpose of Clause 35, the consent authority is required to consider a number of matters as outlined in Clause 36 of the EP&A Regulations. Each of these matters is addressed below in relation to the proposed development, demonstrating that the development should not be classed as designated development:

- It is understood that the WMF is operating on existing use rights, being operational prior to the need for planning approvals. The facility is not a licensed facility as it operates below the thresholds required for an EPL. The facility operates in accordance with Lachlan Shire Council's *Solid Waste Management Procedures and Standards Manual*, which includes Standard Operating Procedures for complaint management, environmental incidents and the like. Lachlan Shire Council has advised that the facility has not received any complaints or pollution notices regarding the environmental management performance of the facility.
- The Facility has a rehabilitation plan as part of its closure plan. The facility is continuing to be worked in accordance with its endorsed landfilling plan. Once the cells have been completed, rehabilitation would be commenced in accordance with the rehabilitation plan.
- The site has been operating as the municipal waste facility for a long period of time. The original lots were gazetted as reserves for a "Rubbish Depot" as far back as 1917. Council, as the operator, has advised that there have been no changes to the site apart from the approval and construction of the shed in 2008 (DA2008/28).
- The entire site has been used as part of the waste management facility since the lots were created including as far back as 1917. The proposed development will occupy a portion of the existing site to provide a formalised WTS for activities that are already occurring elsewhere on site. It will not increase the scale or change the character or nature of the development occurring on site.
- The development will be carried out within the bounds of the existing WMF. The development will not introduce any new uses to the site, it will simply provide a dedicated area for the WTS component of the development making the facility safer for all users. As such the development is

-
- not expected to create additional impacts on any vegetation, air, noise or water quality. The site has good separation and screening from surrounding properties by virtue of existing vegetation on the site and surrounding road reserves.
- The development will not introduce any additional uses to the site, it will simply provide the WTS component of the development within a dedicated area of the site to improve safety. Given this, it is considered that the environmental impacts of the development can be predicted with adequate certainty.
 - As outlined above, it is not expected that the proposed development will result in any measurable changes in impacts of the development. In this regard, it is considered that there is no issue in terms of the receiving environment accommodating environmental impacts as there are not measurable additional impacts expected as a result of the development.
 - It is considered that given the operations are currently occurring on site, the proposed development is unlikely to have any discernible environmental impacts.
 - The facility will operate in accordance with the following documents:
 1. *Small Landfill Management Guide* (Impact Environmental Consulting Pty Ltd 2018),
 2. *Environmental Guidelines: Solid Waste Landfills* (NSW EPA 2016),
 3. *Handbook for the design and operation of rural and regional transfer stations* (Department of Environment and Conservation NSW 2006),
 4. Lachlan Shire Council's *Solid Waste Management Procedures and Standards Manual*.

Based on the above, it is satisfactory that the proposed development should not be considered as designated development.

Section 4.15(1)(b) – The Likely Impacts of the Development

In view of the above assessment it is satisfied that:

Context

The proposed new works fits into the context of the Boona Road industrial precinct, and the WMF already operating from the site.

Traffic and Parking

The proposed development satisfies the requirements of Lachlan Development Control Plan 2018. No additional traffic is expected to be generated as a result of the proposed development as the proposal seeks to improve existing site operations and functions.

Erosion and Sediment Control

Standard conditions of consent are recommended to ensure that appropriate erosion and sediment control measures are in place to avoid any negative impacts to neighbouring properties during construction and ongoing use of the WMF & WTS.

Noise and Vibration

Standard conditions of consent are recommended to ensure appropriate hours are adhered to for the construction of the new WTS.

In view of the above, the proposed modification is unlikely to have adverse impacts to adjoining or nearby properties.

Section 4.15(1)(c) – The Suitability of the Site for the Development

The site is suitable for the following reasons:

- The site is zoned to permit the proposed use.
- The proposed development is generally consistent with the objectives of Lachlan Development Control Plan 2018.
- The grade of the site is suitable for the proposal.
- The proposed development can drain to Council's satisfaction.
- The use is compatible with surrounding/adjoining land uses.
- The proposed use is unlikely to have adverse impact to the existing amenity of the area.

Section 4.15(1)(d) – Any Submissions made in relation to the Development

In accordance with the Act and Regulations, consideration has been given to any necessary referrals and any submissions made.

Community Consultation

In accordance with the requirements of Lachlan Development Control Plan 2018, the proposed development was notified to nearby and adjoining properties between 20 May and 3 June 2020. No submissions were received in response.

Referrals

The application was referred to the following stakeholders and their comments have formed part of the assessment:

Referral Body	Comments Received
NSW Government – Transport for NSW	No objections, with recommendations given.
Penrith City Council – Environmental Management Department	No objections, subject to conditions.

NSW Government – Transport for NSW – Referral Commentary:

Please see discussion under the ISEPP section of this report for more information.

PCC – Environmental Management Department – Referral Commentary:

Please see discussion under the SEPP 55 section of this report for more information.

Section 4.15(1)(e) – The Public Interest

Given the discussion regarding the assessment of the application throughout this report, the proposed development should not generate any issues of public interest.

Section 7.11 - Developer Contributions Plans

There are no Section 7.11 Contributions applicable to the subject application.

Conclusion

In assessing the application against the current relevant instruments being several State policies, Lachlan Local Environmental Plan 2013 and Lachlan Development Control Plan 2018, and the proposal satisfies the aims, objectives and provisions of these policies. The site is suitable for the proposed development, the proposal is in the public interest and there is unlikely to be negative impacts arising from the proposed development. Therefore, the application is worthy of support subject to recommended conditions.

Recommendations

1. That DA2020/10 for the alterations and additions to the existing Condobolin Waste Management Facility to provide for a dedicated Waste Transfer Station at 55 Boona Road, Condobolin NSW 2877, be approved subject to the attached conditions (Development Assessment Report Part B).

ATTACHMENT 3 – RECOMMENDED CONDITIONS OF CONSENT DA2020/10

GENERAL

- The development must be implemented substantially in accordance with the plans stamped approved by Council below, the application form and any supporting information received with the application, except as may be amended in red on the attached plans and by the following conditions.

Description	Plan No.	Rev.	Prepared By	Date
Title Sheet	Job Code: 218284_01 Sheet Number C001	D	Premise	18/03/2020
Existing Site Plan	Job Code: 218284_01 Sheet Number C002	D	Premise	18/03/2020
Proposed Site Plan	Job Code: 218284_01 Sheet Number C003	D	Premise	18/03/2020
Waste Transfer Layout Plan	Job Code: 218284_01 Sheet Number C004	D	Premise	18/03/2020
Road Longitudinal Sections	Job Code: 218284_01 Sheet Number C005	D	Premise	18/03/2020
Road Cross Sections Sheet 1 of 2	Job Code: 218284_01 Sheet Number C006	D	Premise	18/03/2020
Road Cross Sections Sheet 2 of 2	Job Code: 218284_01 Sheet Number C007	D	Premise	18/03/2020
Vehicle Turning Paths Plan	Job Code: 218284_01 Sheet Number C008	D	Premise	18/03/2020
Push Pit Concrete Slab Plan	Job Code: 218284_01 Sheet Number C009	D	Premise	18/03/2020
Push Pit Sections	Job Code: 218284_01 Sheet Number C010	D	Premise	18/03/2020
Push Pit Details	Job Code: 218284_01 Sheet Number C011	D	Premise	18/03/2020
Push Pit Awning Over Plan & Elevation	Job Code: 218284_01 Sheet Number C012	D	Premise	18/03/2020
Awning Steelwork Details	Job Code: 218284_01 Sheet Number C013	D	Premise	18/03/2020
Statement of Environmental Effects – Alterations & Additions to Condobolin Waste Management Facility	20007	B	Integrated Consulting Town & Bushfire Planning	26/03/2020
Geotechnical Report	R10715g	-	Envirowest	29/03/2019

- The development shall not be used or occupied until an Occupation Certificate has been issued.
- A **Construction Certificate** shall be obtained prior to commencement of any building works.

ENVIRONMENTAL MATTERS

- Erosion and sediment control measures shall be installed prior to the commencement of works on site. The erosion and sediment control measures are to be installed and maintained in accordance with the Department of Housing's "Managing Urban Stormwater: Soils and Construction" 2004. The sediment and erosion control measures are to be installed prior to and maintained throughout the construction

phase of the development until the land, that was subject to the works, has been stabilised.

- 5 Mud and soil from vehicular movements to and from the site must not be deposited on the road.
- 6 Dust suppression techniques are to be employed during works to reduce any potential nuisances to surrounding properties.
- 7 The Waste Management Facility with Waste Transfer Station is to continue to be operated in accordance with the Statement of Environmental Effects prepared by Integrated Consulting dated March 2020 and Lachlan Shire Council's 'Solid Waste Management Procedures and Standards Manual' dated June 2018.
- 8 All waste materials stored on-site are to be contained within a designated area such as a waste bay or bin to ensure that no waste materials are allowed to enter the stormwater system or neighbouring properties. The designated waste storage areas shall provide at least two waste bays / bins so as to allow for the separation of wastes and are to be fully enclosed when the site is unattended.

BCA ISSUES

- 9 All aspects of the building design shall comply with the applicable performance requirements of the Building Code of Australia so as to achieve and maintain acceptable standards of structural sufficiency, safety (including fire safety), health and amenity for the on-going benefit of the community. Compliance with the performance requirements can only be achieved by:
 - a) complying with the deemed to satisfy provisions, or
 - b) formulating an alternative solution which:
 - complies with the performance requirements, or
 - is shown to be at least equivalent to the deemed to satisfy provision, or
 - c) a combination of (a) and (b).

It is the owner's responsibility to place on display, in a prominent position within the building at all times, a copy of the latest fire safety schedule and fire safety certificate/statement for the building.

CONSTRUCTION

- 10 Stamped plans, specifications, a copy of the development consent, the Construction Certificate and any other Certificates to be relied upon shall be available on site at all times during construction.
 The following details are to be displayed in a maximum of 2 signs to be erected on the site:
 - the name of the Principal Certifying Authority, their address and telephone number,
 - the name of the person in charge of the work site and telephone number at which that person may be contacted during work hours,
 - that unauthorised entry to the work site is prohibited,

- the designated waste storage area must be covered when the site is unattended, and
- all sediment and erosion control measures shall be fully maintained until completion of the construction phase.

Signage but no more than 2 signs stating the above details are to be erected:

- at the commencement of, and for the full length of the, construction works onsite, and
- in a prominent position on the work site and in a manner that can be easily read by pedestrian traffic.

All construction signage is to be removed when the Occupation Certificate has been issued for the development.

- 11 Prior to the release of Construction Certificate, a Construction Site Management Plan must be submitted with the application for the Construction Certificate, and must include the following measures:

- location of protective site fencing;
- location of site storage areas/offices/equipment;
- location of building materials for construction, e.g. stockpiles
- provisions for public safety;
- dust control measures;
- method used to provide site access location and materials used;
- provisions for temporary sanitary facilities;
- location and size of waste containers/skip bins;
- details of proposed sediment and erosion control measures;
- method used to provide construction noise and vibration management;
- stop work protocol for any potential Aboriginal objects found/uncovered during works; and
- construction traffic management details consistent with other required amendments.

The site management measures are to be implemented prior to the commencement of any works including demolition and excavation. The site management measures are to be maintained throughout the works, to maintain reasonable levels of public health, safety and amenity. A copy of the Construction Management Plan must be retained on site and is to be made available upon request.

- 12 Prior to the commencement of construction works:

(a) Toilet facilities at or in the vicinity of the work site shall be provided at the rate of one toilet for every 20 persons or part of 20 persons employed at the site. Each toilet provided must be:

- a standard flushing toilet connected to a public sewer, or
- if that is not practicable, an accredited sewage management facility approved by the council, or
- alternatively, any other sewage management facility approved by council.

(b) All excavations and backfilling associated with the erection or demolition of a building must be executed safely and in accordance with the appropriate professional standards. All excavations associated with the erection or demolition of a building must be properly guarded and protected to prevent them from being dangerous to life

or property.

(c) If an excavation associated with the erection or demolition of a building extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made:

- must preserve and protect the building from damage, and
- if necessary, must underpin and support the building in an approved manner, and
- must, at least 7 days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished. The owner of the adjoining allotment of land is not liable for any part of the cost of work carried out for the purposes of this condition, whether carried out on the allotment of land being excavated or on the adjoining allotment of land, (includes a public road and any other public place).

(d) If the work involved in the erection or demolition of a building is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or involves the enclosure of a public place, a hoarding or fence must be erected between the work site and the public place:

- if necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place,
- the work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place, and
- any such hoarding, fence or awning is to be removed when the work has been completed.

- 13 Construction works or subdivision works that are carried out in accordance with an approved consent that involve the use of heavy vehicles, heavy machinery and other equipment likely to cause offence to adjoining properties shall be restricted to the following hours in accordance with the NSW Environment Protection Authority Noise Control Guidelines:

- Mondays to Fridays, 7am to 6pm
- Saturdays, 7am to 1pm (if inaudible on neighbouring residential premises), otherwise 8am to 1pm
- No work is permitted on Sundays and Public Holidays.

Other construction works carried out inside a building/tenancy and do not involve the use of equipment that emits noise are not restricted to the construction hours stated above.

The provisions of the Protection of the Environment Operations Act, 1997 in regulating offensive noise also apply to all construction works.

- 14 A stop work protocol must be included in the CSMP and implemented for any potential heritage items found during excavation including ceasing work immediately if any Aboriginal objects are found/uncovered, secure the site and inform Office of Environment and Heritage and Lachlan Shire Council planning staff immediately.
- 15 Should any contamination or suspect material be encountered during site preparation, earth works, construction or any other stage of the development, works must cease immediately, and a suitably qualified consultant engaged to conduct a thorough

contamination assessment and provide recommended management actions to guide the management of any contamination onsite. Council must be notified if this protocol is required to be enacted.

ENGINEERING

- 16 The proposed development and stormwater drainage system shall be designed to ensure no adverse impact on adjoining properties by the diversion, damming or concentration of stormwater flows.

The proposed method of stormwater discharge, including engineering plans and supporting calculations prepared by a suitably qualified person, shall be detailed in the Construction Certificate issued by the Certifying Authority.

Prior to the issue of any Construction Certificate, the Certifying Authority shall ensure that the stormwater management system has been designed in accordance with Council's drainage policies.

- 17 Prior to the issue of an Occupation Certificate, the Principal Certifying Authority shall ensure that the stormwater management systems:
- Have been satisfactorily completed in accordance with the approved Construction Certificate and the requirements of this consent.
 - Have met the design intent with regard to any construction variations to the approved design.
 - Any remedial works required to be undertaken have been satisfactorily completed.

- 18 Prior to the issue of any Construction Certificate, the Certifying Authority shall ensure that vehicular access, circulation, manoeuvring, pedestrian and parking areas associated with the subject development are in accordance with AS 2890.1, AS2890.2, AS2890.6 and Council's Development Control Plan.

The Intersection treatment servicing the site is also to be designed and constructed in accordance with Austroads Guide to Road Design including Safe Intersection Sight Distance in accordance with the recommendations of Transport for NSW dated 16 June 2020.

CERTIFICATION

- 19 Prior to the commencement of any earthworks or construction works on site, the proponent is to:
- a) employ a Principal Certifying Authority to oversee that the said works carried out on the site are in accordance with the development consent and related Construction Certificate issued for the approved development, and with the relevant provisions of the Environmental Planning and Assessment Act and accompanying Regulation, and
 - b) submit a Notice of Commencement to Lachlan Shire Council.

The Principal Certifying Authority shall submit to Council an "Appointment of Principal Certifying Authority" in accordance with Section 81A of the Environmental Planning

and Assessment Act 1979.

Information to accompany the Notice of Commencement:

Two (2) days before any earthworks or construction/demolition works are to commence on site (including the clearing site vegetation), the proponent shall submit a "Notice of Commencement" to Council in accordance with Section 81A of the Environmental Planning and Assessment Act 1979.

- 20 An Occupation Certificate is to be obtained from the Principal Certifying Authority on completion of all works and prior to the occupation/use of the works depot.

The Certificate shall not be issued if any conditions of this consent, but not the conditions relating to the operation of the development, are outstanding.

A copy of the Occupation Certificate and all necessary documentation supporting the issue of the Certificate is to be submitted to Lachlan Shire Council, if Council is not the Principal Certifying Authority.

9.3 DEVELOPMENT DATA - JUNE 2020

TRIM Number: R20/173

Author: Administration Coordinator - Environment, Tourism & Economic Development

PURPOSE

This report is to provide Council with information in relation to development activity occurring within the Shire during June 2020.

SUPPORTING INFORMATION

Council's Development Application Data.

BACKGROUND

During the month of June 2020 there were four (4) applications lodged with a value totalling \$797,000. Two (2) approvals were issued within this time.

Development Applications and Complying Development Certificates Approved in June 2020.

Approval Number	Development Description	Location	Value	Delegated Authority/Council
DA 2020/9	Shed	43 Mahonga Street Condobolin	\$9,500	Delegation Authority
DA 2020/13	Installation of transportable dwelling	2332 Yelkin Road Lake Cargelligo	\$168,000	Delegation Authority
TOTAL No. OF APPROVED DEVELOPMENTS	2		\$177,500	

Comparison to Previous Year: Applications Approved June 2019

Total **Number** of Applications **approved in June 2019:** 4

Total **Value** of Applications **approved for June 2019:** \$165,950

Development Applications and Complying Development Certificates Received in June 2020.

Development Identifier	Development Description	Location	Value
DA 2020/16	Flat patio over beer garden	101 Bathurst Street Condobolin (Condobolin Hotel)	\$37,000
DA 2020/17	2 Lot Torrens Title Subdivision	158 McInnes Street Lake Cargelligo	\$10,000
DA 2020/18	Demolition of existing facility and erection of new Amenities Building at Lake Cargelligo Swimming Pool	19 Conapaira Street Lake Cargelligo	\$750,000
DA 2020/19	2 Lot Torrens Title Subdivision	Narrandera Street, Lake Cargelligo	\$0
TOTAL	4		\$797,000

Comparison to Previous Year: Applications Received June 2019

Total Number of Applications **received in June 2019**: 3

Total Value of Applications **received for June 2019**: \$1,125,135

Processing Times for Approvals

A total of 35 approvals have been issued this financial year at an average of 28 days, which is within the legislative timeframe for approvals and well below the average net days taken to determine a DA across all NSW Councils.

ISSUES AND COMMENTS

No foreseeable issues.

FINANCIAL AND RESOURCE IMPLICATIONS

All fees associated with the applications referred to herein have been paid.

LEGAL IMPLICATIONS

None anticipated.

RISK IMPLICATIONS

Council has assessed all applications against relevant legislation to minimise Council's exposure to risk.

STAKEHOLDER CONSULTATION

Regular consultation and engagement with applicants of Development Applications and Complying Development Certificates occurs during the pre-lodgement, assessment and approval stages of

each application in line with legislation and Council's planning instruments. Council also often engages with the community and adjoining owners in respect of applications.

OPTIONS

1. Receive and note the report.

CONCLUSION

Development Application and Complying Development Certificate approved data reveals a total development value of \$6,905,300 for applications approved in the 2019/2020 financial year.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Build Civic Leadership and Pride

4.7 Strong Effective Council

ATTACHMENTS

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RECOMMENDATION

That:

1. The Director Environment, Tourism and Economic Development Report No. R20/173 be received and noted.

9.4 INTRODUCTION OF ANNUAL PERMITS FOR NON-DESEXED CATS AND DANGEROUS/RESTRICTED DOGS

TRIM Number: R20/175

Author: Environment & Waste Coordinator

PURPOSE

This report is to inform Council of the introduction of annual permits for non-desexed cats and dangerous/restricted dogs by the New South Wales (NSW) Government.

SUPPORTING INFORMATION

NSW Government – Introduction of annual permits for non-desexed cats and dangerous/restricted dogs –FAQs.

BACKGROUND

From 1 July 2019 the NSW Government provided a twelve (12) month grace period for the introduction of annual permits for non-desexed cats and restricted and declared dangerous dogs.

This means that as of 1 July 2020, owners of non-desexed cats and restricted and declared dangerous dogs are required to pay for an annual permit, in addition to their one-off lifetime pet registration fee. This incentive is part of the NSW Governments commitment to promoting responsible pet ownership and improving animal welfare standards.

ISSUES AND COMMENTS

An annual permit is now required in the following scenarios and timeframes:

- 1) Cat - four (4) months old or older, unless desexed.
- 2) Restricted dogs - 6 months of age.
- 3) Dangerous Dogs - 7 days after the declaration that the dog is dangerous takes effect.

Annual permits for non-desexed cats will create a stronger incentive to desex cats, which is expected to improve the health and wellbeing of animals, including reducing the risk of some cancers.

Improving de-sexing rates is expected to lower the demand on pounds and shelters, control unexpected breeding, reduce euthanasia rates, and address concerns about feral, stray and roaming cats and their effect on wildlife.

Annual permits for dangerous and restricted dogs will improve community safety by helping to reduce ownership of high-risk dogs and encouraging owners to better manage the behaviour of their animal.

Restricted dog breeds are as follows: pit bull terrier, American pit bull terrier, Japanese tosa, Argentinian fighting dog, Brazilian fighting dog and canary mastiff. A dog can also be declared to be one of, or a cross-breed of, one of these restricted breeds.

A dangerous dog, can be any breed that has been formally declared dangerous by Council or the court if the dog, without provocation, has attacked or killed a person or animal, repeatedly threatened to attack or repeatedly chased a person or animal, or is kept or used for hunting.

Note: A dog is not to be regarded as being kept or used for the purposes of hunting if it is used only to locate, flush, point or retrieve birds or vermin. Vermin includes small pest animals only (such as rodents).

FINANCIAL AND RESOURCE IMPLICATIONS

From 1 July 2020, owners of cats not desexed by four months of age will be required to pay an \$80 annual permit in addition to their one-off lifetime pet registration fee.

From 1 July 2020, owners of dogs of a restricted breed or formally declared to be dangerous will be required to pay a \$195 annual permit in addition to their one-off lifetime pet registration fee.

Exemptions are in place for cats that were registered before 1 July 2020, those kept for breeding purposes by members of recognised breeding bodies, and cats which cannot be de-sexed for medical reasons.

The NSW Government has made a one-off \$10 reduction to the lifetime cat registration fee to encourage higher registration rates and adoption of cats from pounds and shelters.

LEGAL IMPLICATIONS

Pet owners who fail to obtain an annual permit risk an on-the-spot fine of \$700 for restricted or dangerous dogs and \$400 for non-desexed cats. If taken to court, maximum penalties of \$6,600 for restricted or dangerous dogs and \$5,500 for non-desexed cats may apply.

RISK IMPLICATIONS

The introduction of the annual permit will serve as a further disincentive to owning high-risk dogs and encourage owners to better manage the behaviour of their animal.

STAKEHOLDER CONSULTATION

Pet owners will be able to pay for annual permits using the NSW Pet Registry website, or through Council. Annual permit fees will go directly to the Companion Animals Fund which pays for companion animal management by local councils including pounds/shelters, ranger services, dog recreation areas, and education and awareness programs.

Local councils will have primary responsibility for enforcing the new requirements, consistent with other companion animal management practices.

OPTIONS

The following options can be implemented to avoid the annual permit;

- desex your cat by four months of age, or request an exemption from a vet
- cats registered before 1 July 2020
- don't own a restricted dog
- manage your dog's behaviour to ensure that it's not declared dangerous
- if you are a breeder, join a recognised cat breeding body

Cats that cannot be desexed, either temporarily or permanently, are exempt from paying an annual permit. A certificate from a vet is required to qualify for this exemption.

CONCLUSION

The annual permit fee is designed to create a stronger incentive to de-sex cats to improve the health and wellbeing of the pet, lower demand on pounds, reduce euthanasia rates and help address concerns about feral, stray and roaming cats. For dogs, this will serve as a further disincentive to own restricted or dangerous dogs and encourage owners to better manage the behaviors of the animals.

Annual permit fees will go directly to the Companion Animals Fund which pays for companion animal management by local councils including pounds/shelters, ranger services, dog recreation areas, and education and awareness programs.

Implementing the new requirement adds to Council's responsibilities. The requirements will benefit the community by enforcing owners of the above animals to properly control their animals, encouraging responsible pet ownership.

Currently Council does not have any declared dangerous dogs within the Local Government Area.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Community Strategic Plan – 5.4 - Ensure that animals are properly controlled.

ATTACHMENTS

I

RECOMMENDATION

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/175 be received and noted.

NSW Government



Introduction of annual permits for non-desexed cats and dangerous/restricted dogs - FAQs

What are the new annual permits about?

From 1 July 2020 owners of cats not desexed by four months of age will be required to pay an \$80 annual permit in addition to their one-off lifetime pet registration fee.

Owners of dogs of a restricted breed or formally declared to be dangerous will also be required to pay a \$195 annual permit in addition to their one-off lifetime pet registration fee.

Why are annual permits being introduced?

Annual permits for non-desexed cats will create a stronger incentive to desex cats, which will in turn improve their health and wellbeing, including reducing the risk of some cancers.

Improving de-sexing rates will also lower demand on pounds and shelters, reduce euthanasia rates, and help to address concerns about feral, stray, and roaming cats and their effect on wildlife.

The Government has also made a one-off \$10 reduction to the lifetime cat registration fee to encourage higher registration rates and adoption of cats from pounds and shelters.

Annual permits for dangerous and restricted dogs will improve community safety by helping to reduce ownership of high-risk dogs and encouraging owners to better manage the behaviour of their animal.

How can I avoid the annual permit?

- ✓ desex your cat by four months of age, or request an exemption from your vet*
- ✓ register your cat before 1 July 2020
- ✓ don't own a restricted dog
- ✓ manage your dog's behaviour to ensure that it's not declared dangerous
- ✓ if you are a breeder, join a recognised cat breeding body

*Cats that cannot be desexed, either temporarily or permanently, are exempt from paying an annual permit. A certificate from your vet is required to qualify for this exemption.

What breeds are restricted?

Restricted dog breeds are the pit bull terrier, American pit bull terrier, Japanese tosa, Argentinian fighting dog, Brazilian fighting dog, and canary mastiff. A dog can also be declared to be one of, or a cross-breed of, one of these restricted breeds.

What is a dangerous dog?

Dogs of any breed can be formally declared dangerous by a council or court if the dog, without provocation has attacked or killed a person or animal, repeatedly threatened to attack or repeatedly chased a person or animal, or is kept or used for hunting.

NSW Government



Introduction of annual permits for non-desexed cats and dangerous/restricted dogs - FAQs

How will pet owners pay for the annual permits?

From 1 July 2020, pet owners will be able to pay for annual permits using the NSW Pet Registry website, or through their local council.

Anyone registering a cat on the NSW Pet Registry will be informed that they must pay for an \$80 annual permit if their animal is not desexed by four months of age.

Where will the revenue raised from the annual permits go?

Annual permit fees will go directly to the Companion Animals Fund which pays for companion animal management by local councils including pounds/shelters, ranger services, dog recreation areas, and education and awareness programs.

The fund is also used to operate the NSW Pet Registry and carry out responsible pet ownership initiatives.

What is the penalty if pet owners don't have an annual permit and get caught?

Pet owners who fail to obtain an annual permit risk an on-the-spot fine of \$700 for restricted or dangerous dogs and \$400 for non-desexed cats.

If taken to court, maximum penalties of \$6,600 for restricted or dangerous dogs and \$5,500 for non-desexed cats may apply.

Local councils will have primary responsibility for enforcing the new requirement consistent with other companion animal management practices.

9.5 DRAFT ENERGY SUSTAINABILITY PLAN

TRIM Number: R20/180

Author: Environment & Waste Coordinator

PURPOSE

To request that Council place the draft Lachlan Shire Energy Sustainability Plan (ESP) on public exhibition for a minimum period of 28 days.

SUPPORTING INFORMATION

Draft Lachlan Shire Energy Sustainability Plan.

BACKGROUND

This document has been developed by Council officers, with the assistance of the Department of Planning Industry and Environment (DPIE), ChargeWorks Pty Ltd and Julian Freed Consulting.

The consultants have assisted in adapting the plan to suit the specific needs of Council and they will remain available to assist into the future. The plan has been designed as a living document which can be revisited and revised to suit the specific circumstances of Council in relation to changes in policy, legislation and technologies that can be engaged to reach identified targets nominated in the ESP.

The ESP will set out:

- Targets and action plans to achieve these targets over short, medium and long term.
- Identify potential savings from energy reduction and renewable energy projects.
- Council's intentions internally and for the community.
- Provide a framework of objectives and goals.

ISSUES AND COMMENTS

The Energy Sustainability Plan assists Council in becoming more sustainable through energy efficiency and renewable energy. The plan will assist in communicating Council's intentions, internally and to the community. It also provides a framework when applying for financial assistance through State and Federal Government grant programmes.

The plan sets realistic goals and targets and guides Council to reach those energy targets. It also includes details of how the projects will be evaluated.

It is not a blanket solution to energy efficiency and it will be modified over time to suit Council specific needs and capabilities.

FINANCIAL AND RESOURCE IMPLICATIONS

Each Council is unique in its size, location, infrastructure and financial capabilities. The plan provides the flexibility to choose goals, targets and strategies to suit the Lachlan Shire Local Government Area, its community and its circumstances. The plan has been prepared utilising internal resources as well as those of the State Government at no expense to Council, other than staff time which is covered under the existing operational budget.

The plan has identified nearly \$960,000 of total potential savings by 2022 of which \$590,000 of total savings have already been initiated.

LEGAL IMPLICATIONS

The draft ESP has not identified any legal implications for Council.

RISK IMPLICATIONS

The ESP will be the key document ensuring Council is setting targets to reduce energy consumption and implement renewable energy sources.

If Council does not have an ESP there is a risk that State and Federal Governments do not believe that Council is serious about reducing energy consumption and this could compromise future grant applications.

The risk of not implementing an ESP is that the community may feel that Council is not serious about sustainability and they also choose not to implement sustainability measures themselves.

CONSULTATION

It is proposed that the draft ESP be placed on public exhibition for a minimum of 28 days.

The draft ESP will be available for comment from Council's offices and other agencies throughout the Shire, in addition to being available on Council's website. Social media and newspaper notification will also be used to advertise the exhibition process.

The outcomes of the exhibition process will provide feedback to assist in the finalisation of the Lachlan Shire ESP.

OPTIONS

Council is presented with the following options:

- 1) Decide to continue with the ESP and exhibit the plan for 28 days, as attached.
- 2) Decide to continue with the ESP but make amendments to the plan and then exhibit the draft for 28 days.
- 3) Decide not to continue with the ESP.

CONCLUSION

Current State and Commonwealth policy settings, uncertainty in the electricity market and rapidly evolving technology in the renewable energy and storage space, make it prudent to set short, medium and long term targets for Council's energy consumption. These targets can be reviewed where appropriate as the renewable market develops.

The plan explores the strategic drivers for Council to increase its use of renewable energy, outlines key projects and examines the opportunities available to Council.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Community Strategic Plan – 7.1 Water, sewer and energy utilities meet best practice standards with up to date technology.

ATTACHMENTS**1. Draft Lachlan Shire Energy Sustainability Plan****RECOMMENDATION**

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/180 be received and noted.

2. The draft Lachlan Shire Council Energy Sustainability Plan be endorsed and the plan be placed on public exhibition for a minimum of 28 days.
3. A further report be presented to Council following the public exhibition period, outlining the details of any submissions received and incorporating any amendments to the plan.

Energy Sustainability Plan

A plan for an efficient,
economic and resilient
future

Lachlan Shire Council

Prepared by:

Revision	Date	Prepared By	Reviewed By	Approved By
Draft 0.1	09/06/2020	Department of Environment, Planning and Industry (DPIE)	Rowan Bentick	Jon Shillito
Draft 0.2	06/07/2020	Rowan Bentick	Jon Shillito	Jon Shillito

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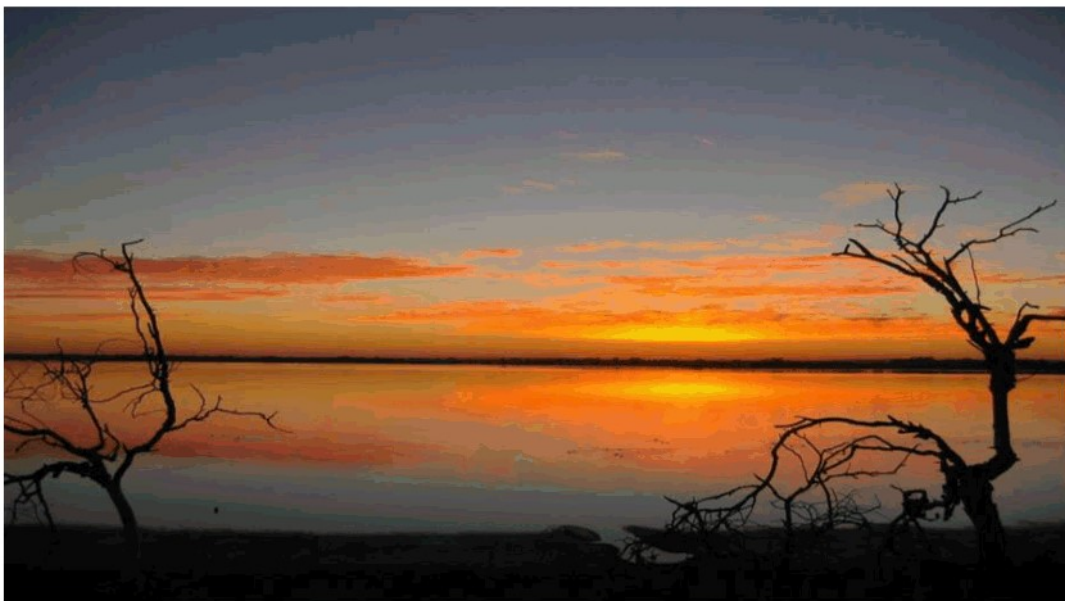
1 Forward from the Mayor

The Lachlan Shire Council Energy Sustainability Plan outlines a vision that will guide Council towards a resilient and carbon neutral future. This plan outlines the key areas for our region to reduce its energy consumption and operational cost whilst continuing to meet the needs of the community and local industry.

We are already experiencing the impacts of climate change on a local and global scale. This plan outlines targets and action plans for Lachlan Shire Council to undertake to reducing operational cost and greenhouse gas emissions through planning and controlling our energy usage.

To achieve our vision in relation to energy sustainability, we must overcome a number of complex environmental, social, and economical issues and challenges. As a community our challenge is to actively address issues identified in the Energy Sustainability Plan, to ensure Council and the community obtains the best possible outcome to grow and prosper.

Councillor John Medcalf OAM - Mayor



2 About this Document

2.1 Purpose

Local Governments have the ability to affect change through policy and legislation. Lachlan Shire Council chooses to be proactive in implementing strategies to reduce its impact on the environment and operational cost by implementing efficient energy management as a key tool to reduce overall Carbon dioxide (CO₂) emissions, decrease associated energy costs and improve Council's resilience and that of the community.

This document outlines the vision, strategies and timelines Lachlan Shire Council will implement to drive change and achieve sustainability goals. The elements outlined in this document will influence decision making and policies of Council moving into a sustainable future.

The key benefits to Council are reduced operational costs, and the social and economic benefits that are expected as a result of Council having additional funds for additional projects that benefit the local community.

2.2 Cost Reduction

Efficient energy management can significantly reduce community and Council costs. This document analyses the current energy requirements and costs to Council.

The plan outlines methods for producing and storing Councils own energy through renewable generation and reducing energy consumption through energy efficiency. This plan reviews and categorises Council's energy usage into lighting, heating/cooling, pumping and transport and outlines strategies to address each section.

2.3 Sustainability

Sustainability is the preservation of economic, social and environmental factors. Council actively addresses its responsibility to the community by providing frameworks and infrastructure that are both environmentally and economically viable. Through leadership, development decisions and community engagement in sustainable energy management, Lachlan Shire Council can shape a sustainable future for the local community.

The benefits of this Energy Sustainability Plan can only be realised when Council changes its approach away from the "business as usual" model. Viewed from a financial position alone Council cannot sustain the business as usual approach without significant financial cost over the coming decades.

The steps addressed by this plan and the projects carried out under it, must be affordable and Council has established a criteria by which the projects are measured. The criteria considers the environmental, social, financial and operational benefits of each project and will also include a risk analysis. Council recognises that this plan will help realise short-term, medium-term and long-term benefits as it works towards developing a sustainable future.

2.4 Government Initiatives

Federal Government

“The Australian Government is developing a national Technology Investment Roadmap that will drive investment in low emissions technologies to strengthen the economy and support jobs and businesses. This is a key priority of the Federal Government recovering from COVID-19.

The release of the Technology Investment Roadmap Discussion Paper is the next step in the government’s ‘technology not taxes’ approach to reducing emissions.

This roadmap will prioritise Australian Government investments in new and developing technologies. Deploying the right technology when and where it is needed will allow Australian industry to capture new opportunities.”

Australian Government Department of Industry, Science, Energy and Resources, 2020, Technology Investment Roadmap to low emissions, <https://www.energy.gov.au/news-media/news/technology-investment-roadmap-low-emissions>

Whilst it is yet to commit to a renewable energy target, the Federal Government is consulting with industry in the application of new technology ahead of continued investment in this area through agencies such as Australian Renewable Energy Agency (ARENA).

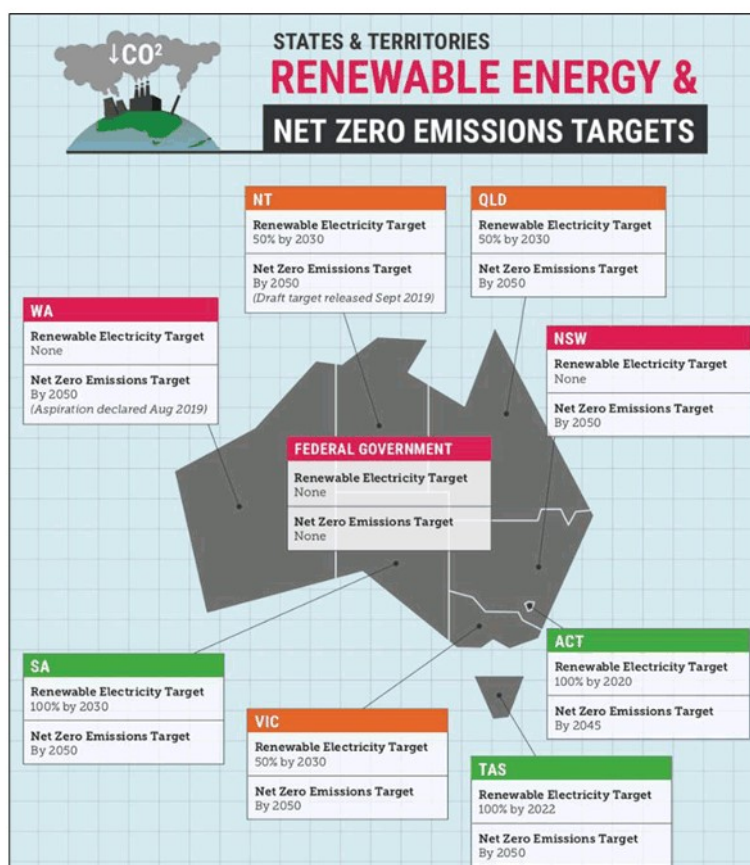


Figure 1: State and Territories Renewable energy and Net Zero Emissions Targets

Climate Council, 2019, State of Play: Renewable Energy Leaders and Losers, <https://www.climatecouncil.org.au/resources/states-renewables-2019/>

State Government

The New South Wales Government is implementing “The Net Zero Plan Stage 1: 2020-2030”. This is the foundation for NSW’s action on climate change and goal to reach net zero emissions by 2050. The Net Zero Plan outlines the NSW Government’s plan to grow the economy, create jobs and reduce emissions over the next decade.

The plan aims to enhance the prosperity and quality of life of the people of NSW, while helping the state to deliver a 35% cut in emissions by 2030 compared to 2005 levels. The plan will support a range of initiatives targeting electricity and energy efficiency, electric vehicles, hydrogen, primary industries, coal innovation, organic waste and carbon financing.

The implementation of the Net Zero Plan, together with the NSW Electricity Strategy, will result in more than \$11.6 billion of new investment for NSW, including \$7 billion in regional NSW.

NSW Department of Planning, Industry and Environment, 2020, Net Zero Plan Stage 1: 2020-2030, <https://www.environment.nsw.gov.au/topics/climate-change/net-zero-plan>

It is anticipated various grant funding opportunities will become available as a result of this policy.

The Sustainable Councils & Community program (SCC) program supports twenty (20) resource-constrained councils across NSW in realising the economic, social and environmental benefits of energy efficiency and renewable in their Local Government Area.

The first 1-2 years of the program is focused on supporting each individual Council to define and deliver a range of energy efficiency & renewables projects. In many cases, Councils have taken an extra step to integrate energy into their strategic operations, integrated into asset management and produce sustainability plans. This Energy Sustainability Plan originates from a template developed under the SCC program funded by the NSW government.

2.5 Resilience

Lachlan Shire Council relies heavily on the import of fuel and electricity. The money spent on this energy leaves the region. Producing energy reduces this importation, creates additional wealth for the region and leads to a more resilient community.

Resilience within a region is especially significant when external factors may hinder our traditional industries and provides an alternative source of value creation. Resilience takes two forms.

1. The functional requirement for a stable, reliable energy supply.
2. Reduction of costs and dependence on the purchase of energy from the market.

This energy sustainability plan aims to address both elements of resilience.

2.6 Approach

Lachlan Shire Council will use an energy management hierarchy approach in its implementation of a more sustainable energy use profile. An energy management hierarchy identifies and prioritises energy management options in order to progress towards a more sustainable energy system in the most efficient way. Council will prioritise preventing unnecessary energy use, for example, by switching off air conditioning and lighting when not in use.

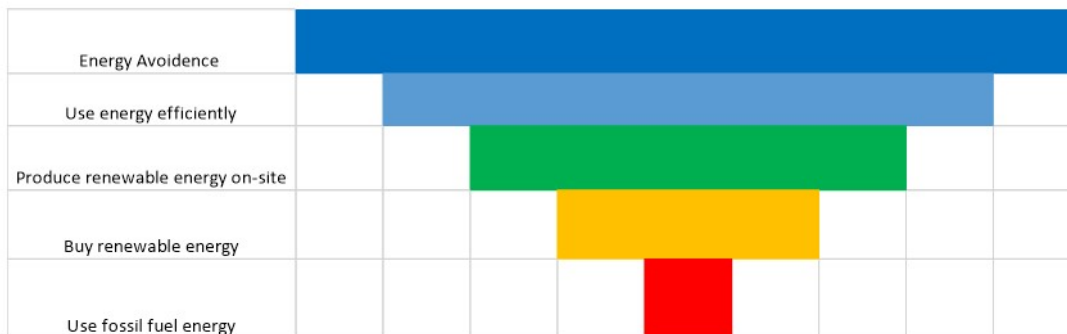


Figure 2 Energy Management Hierarchy

Improving energy efficiency is the next highest in the hierarchy, energy efficiency is using less energy to provide the same service. Reducing the total amount of energy consumed by implementing energy efficiency actions will reduce the overall amount of renewable energy Council is required to install at its facilities or purchase to meet its renewable targets.

The focus of this plan is the replacement of fossil fuel-sourced electricity with electricity produced from renewable sources. The plan makes recommendations for further investigations to be undertaken to provide a transition pathway from liquid fossil fuels to renewable energy sources.

Detailed action plans for liquid fossil fuels have not been included in this plan as Council did not want to delay the release of the plan while these investigations were being undertaken and advancements in technologies are developing.

3 Council Background

3.1 Where are we now

Lachlan Shire Council is geographically the Heart of NSW, with the Lachlan River running through it. The Shire Covers an area of 14,970 square kilometres and has a population of 6,200 with the mains towns and villages being: Condobolin, Lake Cargelligo, Tottenham, Tullibigeal, Burcher, Derriwong, Albert and Fifield. The Aboriginal Community Murrin Bridge is a recent addition to the LGA.

Council, as a water and sewer authority and community service provider, uses a large amount of energy. In 2019 Council used 3,659 MWh of electrical energy across 117 sites.

The majority of energy is derived from grid sourced electricity and liquid fossil fuels. The chart below outlines the electricity component only and identifies that the largest sector for energy usage is pumping services related to sewerage and drinking water. Another significant portion is related to recreation and community, in particular lighting for sports and recreation facilities.

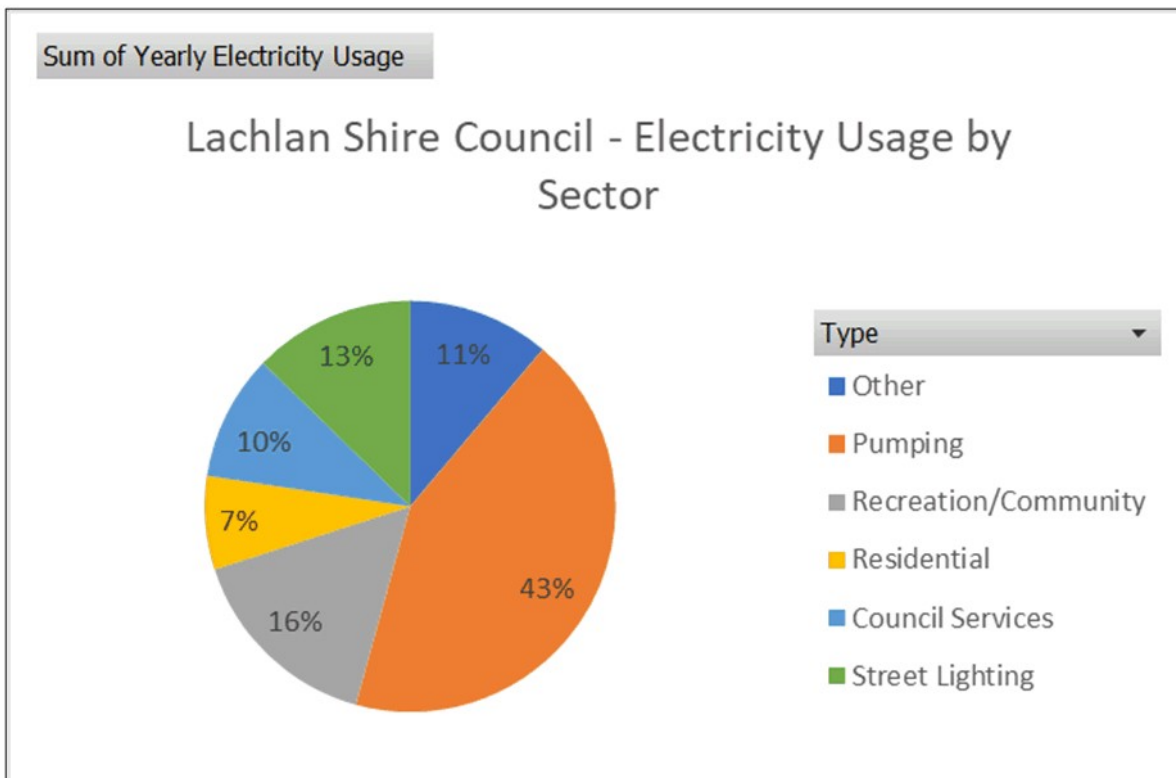


Figure 3 Council's Energy Usage by Sector, Refer to Appendix 1 of list of sites within each sector.

It is important for Council to take ownership of these numbers and set targets to demonstrate leadership in reducing energy consumption, emissions, replacing with renewable energy and communicating to stakeholders the benefits of energy sustainability.

3.2 Actions we have initiated or are considering

Lachlan Shire Council is already committed to the principles outlined in this document, having identified nearly \$960,000 of total potential savings by 2022, of which \$590,000 of total savings have already been initiated.

Achieved Initiatives

Since the end of 2019, Council has implemented the following sustainability activities:

- Negotiated a new energy contract resulting in savings of:
 - \$ 88,322 in the 2020 calendar year
 - \$ 142,701 in the 2021 calendar year
 - \$ 158,943 in the 2022 calendar year
- Initiated 1 solar + battery project at the Condobolin Waste Transfer Station with estimated annual savings of approximately \$6,000 and 45 MWh p.a. of renewable energy.

- Implemented tariff changes at nine (9) sites resulting in an annual saving of approximately \$46,073.
- Initiated a lighting overhaul. This has involved the conversion from fluorescent tubes to LED energy efficient lighting at Council's Condobolin Administration building, resulting in an annual saving of approximately \$14,793 and reduction of 40MWh.

Identified Initiatives

- Ten (10) additional solar energy projects have been identified, which could result in savings of approximately \$82,000 p.a. and a reduction of 670MWh p.a. These projects are dependent on obtaining suitable funding.
- A lighting upgrade to LED lights at the all grounds and sports fields within Council, with the potential savings of approximately \$41,069 p.a. and a reduction of 172MWh p.a. These projects are dependent on obtaining suitable funding.

Site	Number of Fittings	Average Weekly Running Hours	Existing Luminaire (Connected load)	Replacement Option (Connected Load)	Total Yearly Energy Saving (kWh)
Condo SRA Show ring	32	30	2000W HID Floods (2200W)	LED Flood (1200W)	49,920
Condobolin and Lake Cargelligo Netball Courts	8	40	1200W HID Floods (1350W)	LED Flood (600W)	12,480
Tennis Courts – Council Total	32	69	~ (1100W)	LED (588W)	58,786
Lake Cargelligo Recreation Ground	24	30	~ (2200W)	LED Flood (1200W)	37,440
Tullibigeal Netball	2	40	1200W HID Floods (1350W)	LED Flood (1200W)	624
Tottenham Recreation Ground	4	30	~ (2200W)	LED Flood (1200W)	6,240
Tullibigeal Recreation Ground	3	40	~ (2200W)	LED Flood (1200W)	6,240
TOTAL	105				171,730

Table 1: Lighting opportunities on sport grounds within Lachlan Shire

Lachlan Shire Council is committed to a sustainable future for the community. Council's approach to sustainability means that planning, decisions and actions aim to optimise the use of resources to maintain organisational viability, improve the environment and enhance social values and community engagement.

Council aims to reduce its operational costs, economic impacts, ecological/carbon footprint, impact on the environment and will also strive to lead by example by implementing projects that supports sustainability within the Shire.

4 Council Vision

4.1 What targets have other Councils set?

New South Wales Councils have made renewable energy or carbon emissions reduction commitments. Table two (2) outlines targets and commitments from Councils within NSW.

Local Government	Renewable Energy commitment	Carbon Commitment
Bayside Council		Carbon neutral by 2020
Blacktown City Council		Zero-net emissions from operational electricity, fuel and gas by 2030; Zero net community emissions by 2020.
Bathurst Regional Council	Renewable Target 1 - 25% of Council's electricity consumption to be from renewable sources by 2023 Renewable Target 2 - 50% of Council's electricity consumption to be from renewable sources by 2025	
Blayney Shire Council	Renewable energy plan with no specific target	
Broken Hill Council	100% renewable energy status by 2030	
Blue Mountains City Council		Carbon neutral by 2025
Byron Bay Council	100% renewable electricity from 2027	Net zero by 2025
City of Newcastle	100% renewable electricity from 2020	
City of Sydney	100% renewable electricity from 2021	Council operations by 2021 Carbon neutral from 2008
Coffs Harbour City Council	100% renewable electricity from 2030	
Eurobodalla Shire Council	100% renewable electricity from 2030	
Inner West Council	100% renewable electricity from 2025	Carbon neutral by 2025, 100% divestment from fossil fuel
Ku-ring-gai Council	100% renewable electricity from 2025	Reduce greenhouse gas emissions to achieve net zero emissions by 2045 or earlier
Kyogle Council	25% electricity from on-site solar by 2025, 50% renewable electricity by 2025, 100% renewable electricity by 2030	
Lismore City Council	Self – generate all electricity needs from renewable sources by 2023	
Nambucca Council		Zero net carbon emissions within the 2030 to 2050 period

Parramatta Council		Carbon neutral 2022
Port Macquarie-Hastings Council	100% renewable energy by 2027	
Randwick Council	100% renewable by 2030 for stationary and transport energy	Zero emissions by 2030
Tweed Shire Council	50% renewable energy by 2025	
Willoughby City Council		By 2028 emit 50% less GHG emissions from operations compared with 2008/09, Achieve net zero emissions by 2050
Wollongong City		Net zero emissions by 2030 for its own operations, net zero emissions by 2050 for the city as whole.

Table 2: NSW Council targets

Dubbo Regional, Temora Shire and Cowra Shire Councils have Renewable Energy Plans and Renewable Action Plans in development at the moment.

4.2 What are Lachlan Shire Councils targets

Council aims for its electricity consumption to be carbon neutral by 2050, reduce electricity import by 16% by 2022, increase renewable energy proportion by 25% by 2025 and reduce carbon dioxide emissions by 500 tonnes by 2025.

These targets are to be achieved through investment in renewable energy and energy efficiency in several phases of Council's projects and community engagement.

- Phase one, involves short-term focus (2020 – 2022). This will include:
 - Development of a sustainability team within Council.
 - Securing additional funding for lighting upgrades and completing identified projects.
 - Securing additional funding for solar PV and completing up to eleven (11) projects across Council.
 - Implement a dashboard to review data supplied by the E21 subscription and interpret data to monitor project success.
 - Establishing a revolving energy fund. What this means is that the savings generated by the fund are put back into other energy saving projects.
 - Implement sustainability school grants.
- Phase two, involves medium-term opportunities that require planning and investment to achieve the reduction in emissions and increase cost savings (2023-2025). This will include:
 - Development of a sustainability committee including:
 - The Council sustainability team.
 - An elected Councillor.
 - Other outside influencers in the community.
 - Introducing energy efficiency metrics in lighting and pumping projects.

- Incorporate Solar Power Purchasing Agreement (PPA) in electricity contract in 2023.
- Review completed projects (of the 11 identified sites) and identify new projects.
- Bulk Buy opportunities.
- Phase three, involves long term methods that requires significant developments in technology combined with community uptake (2025 – onwards). This will include:
 - Rebates and incentives.
 - Combined Central NSW Joint Organisation Programs/Projects.
 - Sustainable building – Sustainable lifestyle for commercial and residential buildings.
 - Inclusion of energy sustainability within the Community Strategic Plan.
 - Energy storage.
 - Solar farms.
 - Purchasing electric vehicles in the light fleet

4.3 Self Sufficiency and Sustainability

Council currently imports 3,659 MWh of electricity into the region annually at a cost of \$1,049,000 in 2019.

Council’s goals are to:

- Reduce Council’s electricity import by 16% over the next two (2) years.
- Increase Council’s renewable energy proportion by 25% over the next five (5) years.
- Reduce Council’s Carbon (CO2) emissions by 500 Tonnes over the next five (5) years.

Project	Detail	Estimated annual reduction in electricity from grid MWh	Funding Source
Council Administration Building	Lighting upgrade	40	Operation Plan 2020/21
LSC Grounds & Sport Fields	Lighting upgrade to LED	172	Energy Reserve Fund / Operation Plan 2021-2022
Fluorescent T5 to LED panel	1000 lights across multiple facilities	127	NSW renewable energy certificates / Energy Fund / Operational Plan 2020-2022
Streetlight Upgrade	Upgrade to LED Streetlights	242	Central NSW Joint Organisation Program

Table 3: Identified energy reduction projects

Site	Solar PV Size	Cost	Estimated Annual Saving	Estimated Payback
Condobolin Waste Transfer Station	3.6KW + Battery	\$20,000	\$6,000	3.3 years
Caravan Park, Condobolin	30KW	\$33,000	\$6,718	4.9 years
Council Works Depot, Condobolin	30KW	\$33,000	\$6,718	4.9 years
Council's Administration Building, Condobolin	45KW	\$49,000	\$9,688 (potential for \$24,430)	5.1 years
Caravan Park, Lake Cargelligo	30KW	\$33,000	\$6,478	5.1 years
Goobang Street Water Pump Station, Condobolin	43KW	\$70,000	\$12,307	5.7 years
Water Treatment Plant Lake Cargelligo (small Scale)	87KW	\$138,000	\$21,309	6.5 years
Large Scale	260KW +Large Battery	\$554,000	\$54,600, Net Zero Carbon and 12% reduction in total LGA footprint	10 years
Sewage Treatment Plant, Condobolin	22KW	\$35,000	\$4,750	7.4 years
Sewage Treatment Plant, Lake Cargelligo	22KW	\$35,000	\$4,750	7.4 years
Swimming Pool , Condobolin	40KW	\$35,000	\$4,750	7.4 years
Merri Abba Bora	87KW	\$138,000	\$13,405	10.3 years

Table 4: Identified renewable energy projects

The vulnerability, associated with relying on importing and purchasing electricity, is a key area in this energy management plan that Council aims to address, to become more resilient and retain wealth in the region.

5 Monitoring and Reporting

5.1 Methods of Monitoring

Council will implement a monitoring system for assessing electricity consumption and costs, known as a dashboard. This energy strategy identifies that monitoring this information will facilitate reporting with reference to the energy targets of this plan. Key data may be monitored by a third-party to review performance and facilitate reporting.

Council will develop a dashboard that allows this data to be reported through an appropriate system that will inform Council and the community of the effectiveness of the activities undertaken.

5.2 Frequency of Reporting

This plan sets out regular reporting and communication necessary to ensure Council is meeting its targets. To assist Council the following is proposed:

- Appoint appropriate Council staff to work on projects that will facilitate the activities required to reach of these targets.
- Establish a Council Sustainability Working Team to represent sustainability across all departments and also work with the community to promote sustainability.
- Quarterly reporting at Council meetings, Operational Management Team (OMT) meetings specifically an agenda item to report on the sustainability plan progress, an update to Council of actions implemented, and summary of any immediate/ongoing cost savings realised.
- Annual report to be issued to council and community stating how the energy strategy is progressing.
- Team review of how successful the strategies are and an opportunity to update and review targets. These milestones are needed to identify if strategies need to be fast tracked or financial planning is required to reach targets.

5.3 Measures of Success

The reporting outlined above is necessary to monitor progress in relation to targets. The key measures are:

- Carbon (CO₂) emissions and energy usage by source and end-use category.
- Import and export of energy into and out of the region.
- Actual cost savings.
- Community engagement and involvement.

6 Financial Model

6.1 Finance Mixing

This sustainability plan requires financial investment by Council in renewable energy generation and energy efficient infrastructure.

We propose to utilise financial funding models from internal and external sources including:

1. Internal sustainability allocation through Council project budgeting and re-investing savings through an internal revolving energy fund (i.e. some of the generated savings are used to fund further saving activities).
2. Grant funding from existing and proposed State and Federal Government initiatives
3. Partnerships with industry, vendors and financiers

6.2 Revolving Energy Fund

Council proposes to have a Revolving Energy Fund to continually invest realised savings into sustainability projects.

Significant cost savings will be realised by investing in projects. A sustainability fund is to be created for energy projects by allocating 100% of energy savings, compared to the baseline which have been a result of this energy sustainability plan. This fund will be an important reserve to replace renewable infrastructure as it approaches its end of life.

7 Implementation Plan

7.1 Networking

Council proposes to build on the existing partnership with Penrith City Council and utilise the Sustainable Councils and Communities (SCC) initiative offered by the Department of Planning, Industry and Environment to assist in the implementation of projects.

7.2 Sustainability Committee

Council intends to create a sustainability committee to direct and monitor the success of this plan.

This committee will include members of Council's sustainability team, an elected Councillor, and other identified influencers in the community.

7.3 Lighting

Lighting upgrades provide significant potential for Council to reduce operating costs and reduce Councils carbon footprint. Lighting upgrades generate energy savings of at least 50% when light

emitting diode (LED) technology is used instead of legacy technologies such as incandescent, halogen, fluorescent, mercury vapour, metal halide and sodium.

Council is in the process of implementing a lighting upgrade at the Condobolin Administration Building and has investigated the ground and sporting field lighting, outlined in Table 1.

These upgrades have an identified cost of \$359,000 which Council will specifically target for grant funding. The payback of these projects is approximately 6.4 years.

The energy and CO₂ emission reduction is identified as 212 MWh per annum which equates to 176 Tonnes of CO₂ per annum. This corresponds to as much as \$55,862 in energy savings per annum that can be fed back into other sustainability projects and Council general revenue.

Council is committed to auditing all of our sites over the next two (2) years to ensure it can reach the target of reducing lighting consumption by 50%.

7.4 Solar PV

Throughout 2019, Council consumed approximately 3659 MWh of energy with an associated carbon footprint of 3,037 tonnes of CO₂ (excluding petrol and diesel fuel consumption). A significant proportion of this energy use can be directly supplied by solar PV.

The target is to implement eleven (11) identified solar PV projects by 2022, and the entire electricity consumption utilising renewable energy sources from 2050 (including Power Purchasing as discussed below).

These upgrades have an identified cost of \$629,000 which Council will specifically target for grant funding. The simple payback of these projects is also approximately 6.4 years.

This corresponds to as much as \$98,218 in energy savings per annum that can be fed back into other sustainability projects or Council's general revenue.

7.5 Power Purchasing Agreements

Council has the option of participating in power purchasing agreements (PPAs) with energy suppliers to significantly decrease energy costs and associated carbon footprint.

This requires Council's plan to include in its next energy contract renewal, an element of renewable power purchasing. For example, SSROC Councils have negotiated 23% of their energy procurement as a PPA from Origin Energy at a rate approximately 12% lower than grid energy.

Currently Council purchases 100% of its energy from the grid. Due to the structure of the revised energy contract the application of Solar PPA's are prohibited until the end of 2022.

The assessment of the value of Solar PPA's should be commenced by Council through Early 2021 so that directions can be considered and established.

It is estimated after the significant cost reductions offered on the new contract, a solar PPA could reduce total electricity costs by a further 13.6% or approximately \$188,000 per annum.

Council aims to target at least 50% renewable PPA from 2023 and 100% PPA from 2030. These savings are subject to participation with Joint Organisation of Council to facilitate this contract negotiation.

7.6 Energy Storage

Energy storage via batteries is a way to reduce peak demand and provide greater resilience to sites by increasing the proportion of renewable energy that can be consumed on site without exporting.

Council will not prioritise energy storage until the financial investment is made to renewable energy generation, however, in the next five (5) years we will conduct an economic analysis of Council sites to determine if battery storage is a viable option.

Energy storage is to be explored to manage peak demand by charging with solar or from the grid during off peak times, including participating in virtual power plants to maximise revenue as this market develops.

7.7 Pumping

This plan previously identified pumping as the single largest sector for electricity usage within Council and therefore any optimisation in efficiency will have significant effects on cost and energy savings.

As part of Council's plan, Council will ensure energy efficiency becomes a key element of all future pumping capital works projects. Council will request a cost benefit analysis for energy efficient pumps as part of the construction of new water pumping stations at Condobolin Water Treatment Plant and the Sewerage Treatment Plant.

Council will audit all sites over the next five (5) years to ensure targets meet improved efficiency by 5% in the next five (5) years.

7.8 Bulk Buying

Council can support households and businesses to access high quality and cost-effective solar by facilitating a bulk-buy in partnership with vetted installing contractors or via a third-party.

Aggregating demand as a bulk-purchase can incentivise reputable installers in regional NSW to travel to Lachlan Shire Council and spread the cost across multiple installs, which would otherwise be cost prohibitive for one-off installations.

Council intends to encourage discounts on behalf of the community by managing a competitive tender for installers to be eligible to participate in the bulk buy. This initiative will help to ensure a higher quality solar PV system as poor performance will result in the expulsion of contractors.

Council intends to engage eligible contractors in the installation of systems for Council to validate performance and further encourage bulk-purchasing discounts.

8 Community Projects

8.1 Baseline

Council aims as part of its energy sustainability strategy to evaluate the adoption of renewable energy within the Local Government Area and the energy literacy of its constituents.

This initiative will serve to set a baseline from which to compare the success of its initiative within the community.

8.2 Education

Council will facilitate workshops for the community to improve energy literacy. This includes how to read your bill, understanding your energy needs and sources and solar workshops. Through regular reporting Council will share the experience and the benefits that have been realised through any energy initiatives implemented as described above.

8.3 Funding

Council intends to act as a facilitator to the community in obtaining and distributing state and federal funding for community projects. Significant investment in the region has been identified as a government priority, and it is the role of Council to ensure that this is made available to our constituents and deployed in a responsible and reliable way.

8.4 Engagement

For the initial period until 2023, under this plan Council will focus on the implementation of the projects and communicate the successes.

From 2023, Council will engage the community as a collative approach to reduce the total energy footprint in the Local Government Area. This will involve a structured community engagement process to identify targets that Council and community can work together to achieve which will set out a clear pathway to success.

9 Key Challenges

The primary challenge for Lachlan Shire Council, in achieving the targets set out in this plan, is Council is resource constrained in;

- The expertise and human resources (time) to deliver on the elements within this plan.
- Constraints of funds to initiate projects.
- Savings from energy efficiency and solar projects being redirected into other projects or cross subsidising Council's General Revenue.
- Part of the success of this Energy Sustainability Plan relies on accessing grant funding.

Council recognises that accessing grant funding requires a considerable amount of time and resources. To obtain grant funding Council must increase its resource capacity within the sustainability area of Council. To overcome such challenges, there are several options we will review:

- Appoint an energy sustainability role internally
- Seek external assistance such as the SCC program to provide these resources.
- Appoint an agent within the wider regional organisations of Councils.

Changed management can also be a challenge in addressing the objectives of this plan. Council must ensure that it communicates the benefits of each activity beyond the outcomes of “business as usual”. This will ensure that all involved, from Council and the community can see the value of the plan and support the projects carried out.

10 Appendix 1 – Energy usage per site (KWh).

Site	Type	Yearly Electricity Usage
14 Federation Street, Albert NSW	Other	514
2 Wiradjuri Way, Condobolin NSW 2877	Other	2202
35 Marsden Street, Condobolin NSW 2877	Other	22450
Canada St, Lake Cargelligo NSW 2672	Other	0
Canada Street, Lake Cargelligo NSW 2672	Other	0
Conapaira St, Lake Cargelligo NSW 2672	Other	3616
Conapaira Street, Lake Cargelligo NSW 2672	Other	228
Condobolin Rd, Fifield NSW 2877	Other	0
Condobolin Road, Lake Cargelligo NSW 2672	Other	77476
Curran St, Burcher NSW 2671	Other	5032
Diggers Ave, Condobolin NSW 2877	Other	6599
Diggers Avenue, Diggers Avenue, Condobolin NSW 2877	Other	22384
Foster Street, Lake Cargelligo NSW 2672	Other	8957
Golf Links Road, Condobolin NSW 2877	Other	78570
Grace Street, Lake Cargelligo NSW 2672	Other	9818
Gumbend Road, Gumbend Road, Condobolin NSW 2877	Other	53273
Johnston Street, Lake Cargelligo NSW 2672	Other	99
Lachlan St, Condobolin NSW 2877	Other	16179
Lachlan Valley Way (A), Lake Cargelligo NSW 2672	Other	52927
Lachlan Valley Way (B), Lake Cargelligo NSW 2672	Other	664
Lake Street, Lake Cargelligo NSW 2672	Other	12552
Melrose St, Condobolin NSW 2877	Other	0
Moulder St, Condobolin NSW 2877	Other	4014
Naradhan Street, Lake Cargelligo NSW 2672	Other	13583
Naradhan Street, Lake Cargelligo NSW 2672	Other	0
Officers Parade, Officers Parade, Condobolin NSW 2877	Other	6386
Slee St, Fifield NSW 2875	Other	10396
Slee Street, Fifield NSW 2877	Other	221
Uabba Street, Lake Cargelligo NSW 2672	Other	442
16 Mile Pump, Condobolin Road, Lake Cargelligo NSW 2672	Pump	0
Albert Booster Pump, Tullamore Road, Tottenham NSW 2873	Pump	875
Burcher Dam, Bena St, Burcher NSW 2671	Pump	16448
Caravan Park Sewer Pump, Tullamore Road, Tottenham NSW 2873	Pump	231

Filter Plant, Canada Street, Lake Cargelligo NSW 2672	Pump	259
Goobang Water Pump Station, Weir St, Condobolin NSW 2877	Pump	171883
Lsc Bore Pump, Mission Rd, Condobolin NSW 2877	Pump	460
Merri Abba Bore 2, DPL 1162020, Lake Cargelligo NSW 2672	Pump	351387
Merri Abba Bore 3, Lachlan Valley Way, Lake Cargelligo NSW 2672	Pump	37314
Merri Abba High Lift Pump Station, Lachlan Valley Way, Lake Cargelligo NSW 2672	Pump	48711
Mine Tank, Moodana Street , Tottenham NSW 2873	Pump	4504
Pump Pretty Valley Lake , Cargelligo Rd, Tullibigeal NSW 2669	Pump	36461
Pump Shed, Tullibigeal Hill, Tullibigeal NSW 2669	Pump	1
Pump Station, Lake Street, Lake Cargelligo NSW 2672	Pump	24878
Pump Station, Loughnan Street, Lake Cargelligo NSW 2672	Pump	2618
Pump Station, Uabba Street, Lake Cargelligo NSW 2672	Pump	1540
Raw Water Pump Station, Lachlan Street, Lake Cargelligo NSW 2877	Pump	57564
Sewer Pump For Industrial Area, Maitland St, Condobolin NSW 2877	Pump	1800
Sewer Pump for Residence Gumbend Road, Gumbend Road, Condobolin NSW 2877	Pump	50
Sewerage Works , Minalong Street, Tottenham NSW 2873	Pump	13402
Tullibigeal Pump , Gubbatta Road, Tullibigeal NSW 2669	Pump	49623
Water Filtration Plant, Bobadah Road, Tottenham NSW 2873	Pump	10100
Water Tower, Uabba St, Lake Cargelligo NSW 2877	Pump	448949
Water Treatment Leg of Mutton Dam, Bobadah Road, Tottenham NSW 2873	Pump	1636
Water Treatment Works, Parkes Road, Condobolin NSW 2877	Pump	296856
Aerodome Lighting, Trundle Rd, Condobolin NSW 2877	Recreation	652
Aerodrome , Euabalong Road, Lake Cargelligo NSW 2672	Recreation	0
Aussi Rules Ground	Recreation	489
Football Field, Minalong Street, Tottenham NSW 2873	Recreation	684
Hacc Centre, 7 Melrose St, Condobolin NSW 2877	Recreation	26250
Library, 132 Bathurst Street, Condobolin NSW 2877	Recreation	26153
Memorial Park, Bena St, Burcher NSW 2671	Recreation	86
Netball Court Lights, Lake Street, Lake Cargelligo NSW 2672	Recreation	639
Oasis Walkway Lightning, 69 Bathurst Street, Condobolin NSW 2877	Recreation	3164
Park, Cargelligo St, Tullibigeal NSW 2669	Recreation	5063
Pony Club Ground, Diggers Ave, Condobolin NSW 2877	Recreation	0
Public Park, Lachlan Street, Condobolin NSW 2877	Recreation	1049
Recreation Ground, Lake Street, Lake Cargelligo NSW 2672	Recreation	3751
Recreation Grounds , Minalong Street, Tottenham NSW 2873	Recreation	2050

Recreation Grounds, , Lake Cargelligo NSW 2672	Recreation	12178
Rodeo Ground, Diggers Ave, Condobolin NSW 2877	Recreation	3289
Sports Ground, Burgooney Rd, Tullibigeal NSW 2669	Recreation	2019
SRA Ground, Diggers Ave, Condobolin NSW 2877	Recreation	112383
Swimming Pool, Conapaira Street, Lake Cargelligo NSW 2672	Recreation	56247
Swimming Pool, Harding Avenue, Condobolin NSW 2877	Recreation	301789
Tottenham Racecourse, Racecourse Road, Tottenham NSW 2873	Recreation	7357
Town Park, Lachlan St, Condobolin NSW 2877	Recreation	11731
17 McDonnell St, Condobolin NSW 2877	Residential	1502
2/42 McGregor St, Condobolin NSW 2877	Residential	10536
3 Abattoir House , Kiacaroo Road, Condobolin NSW 2877	Residential	3364
3 Slee Street, Fifield NSW 2875	Residential	189
33 Johnston Street, Lake Cargelligo NSW 2672	Residential	31
Campdraft, Diggers Ave, Condobolin NSW 2877	Residential	0
Caravan Park, Diggers Ave, Condobolin NSW 2877	Residential	109310
Caravan Park, Naradhan Street, Lake Cargelligo NSW 2672	Residential	94179
Caretaker Cottage - during new construction, 111 Umang Street, Tottenham NSW 2873	Residential	2978
Cnr Umang and Bulbodney Street, Cnr Umang and Bulbodney Street, Tottenham NSW 2873	Residential	279
Dog Ring, Diggers Ave, Condobolin NSW 2877	Residential	3371
Gum Bend Lake - Caretaker cottage, Gum Bend Lake, Road Condobolin.	Residential	17952
Happy Valley Caravan Park, Tullamore Road, Tottenham NSW 2873	Residential	20875
Lot 7057 McInnes Street, Lake Cargelligo NSW 2672	Residential	381
Site 2 Naradhan Street, Lake Cargelligo NSW 2672	Residential	3955
127 Bathurst Street, Condobolin NSW 2877	Services	5190
35 Bathurst Street, Condobolin NSW 2877	Services	3540
35A Foster Street, Lake Cargelligo NSW 2672	Services	18047
49 Bathurst Street, Condobolin NSW 2877	Services	22
5 Melrose Street, Condobolin NSW 2877	Services	53350
59 Bathurst Street, Condobolin NSW 2877	Services	5919
6 Bathurst Street, Condobolin NSW 2877	Services	88938
62/64 Molong St, Condobolin NSW 2877	Services	157568
Builders Supply, Reservoir Hill, Condobolin NSW 2877	Services	187
Bush Fire Brigade, Marsden Street, Condobolin NSW 2877	Services	8151
Condobolin Airport, Trundle Road, Condobolin NSW 2877	Services	161
Depot, Mogille Street, Tottenham NSW 2873	Services	6171
Fire Station, Umang Street, Tottenham NSW 2873	Services	19
Rural Fire Service Shed, Comeback Street, Albert NSW 2873	Services	742
Rural Fire Service, Kurrajong St, Burcher NSW 2877	Services	1165
Rural Fire Service, Moodana St, Tottenham NSW 2873	Services	1176
Rural Fire Services Shed, Parkes Rd, Derriwong NSW 2877	Services	830
Saleyards, Maitland St, Condobolin NSW 2877	Services	2

State Emergency Service, Marsden St, Condobolin NSW 2877	Services	7519
Toilet Block, 51 Bathurst Street, Condobolin NSW 2877	Services	1065
Tottenham Reservoir and Depot, Moodana Street , Tottenham NSW 2873	Services	1387
Truck Wash, Maitland Street, Condobolin NSW 2877	Services	368
Tullibigeal Bush Fire Brigade, Dundoo Street, Tullibigeal NSW 2669	Services	440
Carpark Lighting, 69 Bathurst Street, Condobolin NSW 2877	Street	1999
Streetlighting - unmetered, Albert & Tottenham	Street	50006
Streetlighting - unmetered, Condobolin	Street	413482
Grand Total		3659501

9.6 LIVE AND LOCAL MUSIC PROGRAM

TRIM Number: R20/170

Author: Economic Development & Tourism Officer

PURPOSE

To update Council on a successful grant application through the Live Music Office to run an event called "Live and Local" and to obtain approval for the execution of the funding deed associated with the grant.

SUPPORTING INFORMATION

Live and Local Funding Agreement

BACKGROUND

Council have received a grant, through the Live Music Office (LMO) to run a Live and Local program. A Live and Local program consists of:

- *A series of micro-festival music events*
- *A dedicated professional development campaign*
- *An industry forum event to support development for a live music action plan informed by the experience, engagement and information gained through the program.*

The program is delivered as a partnership between local government and the LMO.

ISSUES AND COMMENTS

The LMO works to increase live music performance opportunities for artists and to support live music audience and sector development. The LMO works with local and emerging artists and part of the experience is training of the artists to inform them of what is required to run a small business, what their obligations are and what to expect from venue operators. Venue operators also receive training on what is expected of them when engaging an artist and their obligations to the artist and requirements for the venue.

The expectation is that the venue operators that benefit from the artists are also willing to look at engaging artists again to enhance their business in the future. It is about growing local music in our Shire.

As outlined above, the program will be delivered as a collaboration between Council and the LMO. Council will establish a working group consisting of community representatives to support the growth of the live music scene. Council will engage a curator to assist in programming and logistics. A live music census will be conducted within the local community (led by the curator) to do a stock take of the existing structures, businesses, venues, audiences, musicians, events and live music communities in the region. Local musicians will then be engaged to participate in micro-festival music events throughout the Shire. Professional development workshops will also be carried out during the program.

FINANCIAL AND RESOURCE IMPLICATIONS

The program operates on a total budget of \$20,000 (minimum). This includes the payment of fees associated with musicians, curator, and workshop/forum logistics.

Council receives \$14,300 (GST included) to engage a curator (\$3,300 GST included) and to pay artists for performances. Council have the responsibility of promoting these events and artists and paying invoices from artists.

The balance of the \$20,000, from the grant, goes to paying the industry experts for the training that the venue operators and the artists will receive.

Council may need to fund travel and accommodation expenses associated with the presenters. However, this is dependent on whether the professional development workshops will be presented on-line or in person. A budget of \$3,000 has been allocated towards this additional expense from Councils matching grants budget allocation.

Councils Economic Development and Tourism Officer will manage the grant and this will be funded under Council’s existing operational budget.

LEGAL IMPLICATIONS

There are no legal implications identified at this time. Any events organised under the program will be managed in the same manner as other events held within the Shire.

RISK IMPLICATIONS

Should Council decide not to proceed with the grant there may be reputational damage associated with not proceeding.

STAKEHOLDER CONSULTATION

As outlined above, a working group consisting of community representatives will be established to support the initiative. Expressions of interest will be sought to find a curator for the program. A live music census will also be conducted as part of the program. Expressions of interest will also be sought for local musicians (which could be from the wider central west region if required) to be involved in the program. A marketing and communications strategy will also be prepared for the program.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 1.8 Wellbeing of Youth
 DP 1.8.3 Support youth development programs within the shire – Support Micro Music Festival
 CSP 4.2 Strong effective and Responsive Council

Destination Management Plan

2.2.7 Develop riverside and Lakeside concerts and events
 2.4 Develop and market memorable products for the foodie finds experience (music as part of the dining experience)

CONCLUSION

Council has been granted an opportunity to run a live music program to stimulate the local economy and to bring local musicians together with local venue operators. The grant provides an opportunity for the Shire to create jobs, engage and educate musicians and venues and positively impact the health and wellbeing of the people living within the Shire.

ATTACHMENTS

1. Live and Local Funding Agreement

<p>RECOMMENDATION</p> <p>That</p> <ol style="list-style-type: none"> 1. The Director Environment, Tourism and Economic Development Report No. R20/170 be received and noted. 2. Council resolve to proceed with the live and local event and authorise the General Manager to sign the funding agreement.
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Live and Local: A Live Music Development Program for Regional Communities Funding Agreement

1 Parties

Lachlan Shire Council of 58-64 Molong St, Condobolin NSW 2877 (**Council**)

And

Live Music Office (**LMO**)

2 Funding Amount

\$14,300.00 including 10% GST

3 Payment schedule

The Funding Amount will be paid in a single lump sum within 21 days of receipt of this signed Cooperation Agreement, provided that it is accompanied by an invoice from the Council for the Funding Amount.

4 Scope

The LMO will partner with Council to carry out the Project Activities of the Live and Local Program.

5 Funding

- 5.1 The LMO will provide the Funding Amount to Council for the Project Activities to be carried out in accordance with the scope of those activities as specified in the *Live and Local* Project Manual (as attached at Schedule A) and within the timelines specified by the LMO in consultation with Council, but in all cases prior to 30 September 2021.
- 5.2 The LMO may withhold the Funding Amount or ask that Council repays all or part of the Funding Amount where already paid if Council:
 - a. fails to carry out or hold the Project Activities;
 - b. uses the Funding Amount for purposes other than the Approved Funding Purposes (as set out in clause 8 below); and/or
 - c. otherwise breaches this Funding Agreement.

6 Project Activities

- 6.1 The Project Activities are the Key Project Deliverables and the Associated Activities.
- 6.2 The Key Project Deliverables are set out in further detail in Schedule A and comprise:
 - a. Micro-Festival Events
 - b. Professional Development Workshops
 - c. Industry Forum
- 6.3 The Associated Activities are set out in further detail in Schedule A and comprise:
 - a. Identify a Council project lead
 - b. Establish a working group consisting of community representatives
 - c. Engage a curator to assist in programming and logistics

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- d. Conduct a live music census in the local community
- e. Conduct site visits to determine event layout and footprint
- f. Engage local musicians to participate in program
- g. Engage local businesses to participate in program as performance spaces
- h. Develop and implement marketing and communications campaigns
- i. Organise and deliver Micro-Festival Events
- j. Organise and deliver Professional Development Workshops
- k. Organise and deliver Industry Forum
- l. Consult on development of *Live Music Action Plan*
- m. Manage administrative processes such as contracts and invoices
- n. Reporting and evaluation process

7 Variation

Council must not vary or change any Key Project Deliverables or Associated Activities without the LMO's prior written consent. This includes changes to the nature of the deliverables or activities, key creative personnel, locations, timeframe for delivery of the activities or the budget as previously agreed by LMO.

8 Approved Funding Purposes

- 8.1 The Funding Amount provided by the LMO to Council must be expended in its entirety and only for the purpose of paying individuals whose primary residence is within the Council's Local Government Area (or immediate surrounding regions within the same state of that Local Government Area) AND are:
 - a. musicians that are to perform in the Micro-Festival Events; and
 - b. a curator to participate in the program.
- 8.2 In the case of acts with more than one member, 50% or more of the artists in that act must reside in the Local Government Area.

9 Marketing and Promotional Materials

- 9.1 The logos for The Australia Council for the Arts, the LMO and APRA AMCOS must be included in all marketing and promotional material, including programs, publications, invitations, banners and other printed or electronic material undertaken in relation to the Project Activities, or any products developed as a result of the Project Activities.
- 9.2 The following acknowledgment must be included in all marketing and promotional material: **"Live and Local is presented by [council] in partnership with the Live Music Office and APRA AMCOS, supported by [XYZ]. Live and Local has been assisted by the Australian Government through the Australia Council for the Arts, its arts funding and advisory body."**
- 9.3 Council must review the Australia Council for the Arts Logo Guidelines, available at <https://www.australiacouncil.gov.au/funding/logo-guidelines/> and ensure that its use of the Australia Council for the Arts logo complies with those guidelines.

10 Intellectual Property

- 10.1 Council grants both the Australia Council for the Arts, the LMO and APRA AMCOS a licence to use, reproduce, publish, adapt and communicate the intellectual property rights in any materials

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brought into existence for the purpose of delivering the Project Activities and/or performing its obligations under this agreement.

- 10.2 This licence includes the use of any images from the Project Activities to be used by LMO, the Australia Council for the Arts and APRA AMCOS for those organisations' websites, presentations, newsletters and publications in perpetuity.
- 10.3 Council must gain permission from all program participants for inclusion in photography and all associated marketing materials of the program to be used in perpetuity.
- 10.4 Council must gain permission from all program participants for their details to be shared with the LMO, APRA AMCOS and the Australia Council for the Arts to be used in perpetuity.

11 Record Keeping

- 11.1 Council must keep accurate and relevant records in respect of the use of the Funding Amount (including certain aspects of the Project Activities as specified by the LMO) and provide to the LMO a post-event evaluation at the conclusion of the program which includes these records.
- 11.2 Council must provide regular budget updates as required by the LMO.
- 11.3 Council must provide copies of all invoices to the LMO.

12 Miscellaneous

- 12.1 This agreement embodies the entire understanding and agreement between the parties as to its subject matter.
- 12.2 Nothing contained in this agreement creates an agency, partnership, joint venture or employment relationship between LMO and Council or any of their respective employees, agents, contractors or customers.

<p>Signed as an agreement by Lachlan Shire Council:</p> <p>Signature:</p> <p>Name:</p> <p>Position:</p> <p>Date:</p>	<p>Signed as an agreement by LMO:</p> <p>Signature:</p> <div style="text-align: center;">  </div> <p>Name: Lucy Joseph</p> <p>Position: Engagement and Projects Manager, Live Music Office</p> <p>Date: 23/06/2020</p>
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10 INFRASTRUCTURE SERVICES

10.1 FY1920 UTILITIES MONTHLY UPDATE FOR JUNE

TRIM Number: R20/167

Author: Manager - Utilities

PURPOSE

To provide a summary of the existing and future works and projects associated with the provision of water and sewerage services across Lachlan Shire for June 2020.

SUPPORTING INFORMATION

Nil

BACKGROUND

Lachlan Shire Council is responsible for a suite of capital and operational works associated with the provision of water and sewerage services. This report provides status updates on projects and programmes of significance and interest to Council and stakeholders.

ISSUES AND COMMENTS

Condobolin

Project	Progress
RNSW 1879 Condobolin Water Supply Upgrade Scoping Study RNSW 1880 Condobolin Sewerage Scheme Scoping Study	<ul style="list-style-type: none"> The draft scoping studies have been submitted to Infrastructure NSW (INSW) and Department of Planning, Industry and Environment (DPIE). Latest correspondence from INSW informed that both of the draft scoping studies are with DPIE for technical review and Council will be informed when feedback is received.
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> A fee proposal has been received from Hydroilex to undertake additional 50 hour and 100 hour pump testing as requested by DPIE. This proposal is currently being reviewed by Public Works Advisory (PWA). PWA, on behalf of Council, submitted a claim to INSW for the amount of \$109,685.62 which consists of \$81,685.62 for the works completed to the 30 April 2020 and \$28,000 for project management by PWA during May and June 2020.
Officers Parade Sewer Pump Station (SPS) Upgrade	<ul style="list-style-type: none"> The surge protector was installed, the flow meter was connected to Council's telemetry system and commissioned on 9 July 2020. The volume of effluent pumped from Officers Parade SPS can now be remotely monitored through Council's telemetry system.
Goobang Creek Raw Water Pump Station	<ul style="list-style-type: none"> Safety signage has been displayed. Rock armour and gabion works are required to prevent further soil erosion.
Condobolin Caravan Park SPS1 Upgrade	<ul style="list-style-type: none"> Preparations are being made for the new switchboard to be installed and commissioned at the start of August 2020.
Condobolin Water Treatment Plant (WTP)	<ul style="list-style-type: none"> The installation of the new security fence is underway.

<p>Willow Bend Water and Sewerage Service Agreement</p>	<ul style="list-style-type: none"> • DPIE – Aboriginal Communities Water and Sewerage Program accepted Council’s submission for Willow Bend Water and Sewer Service Agreement. • The Water and Sewerage Service Agreement was signed on 29 June 2020.
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Lake Cargelligo

Project	Progress
<p>Lake Cargelligo Water Treatment Plant Fluoridation Unit</p>	<ul style="list-style-type: none"> • The letter box drop to the impacted residents commenced on 6 July 2020. Media release and social media post were also issued to the community. • NSW Health, Murrumbidgee Local Health District, Australian Dental Association Branch and DPIE have been notified of the commencement date for the fluoridation process at Lake Cargelligo Water Treatment Plant.
<p>Lake Cargelligo Raw Water Pump House Upgrade</p>	<ul style="list-style-type: none"> • The new concrete floor has been poured. • Old asbestos sheeting has been taken out with clearance certificates provided. • This upgrade works will be complimented by new sheeting, new windows and new paint to the internal and external wall. • Electrical wiring will be renewed and new LED lights will be installed.
<p>Lake Cargelligo Ultra Filtration (UF) Skids/Pressure Vessel</p>	<ul style="list-style-type: none"> • Laurie Curran Water Pty Ltd (LC Water) has been engaged to undertake this work as per Council’s resolution 2020/149. • LC Water’s engineer and drafter have completed detailed measurements of the pipework and fittings. • Alliance Automation was also on-site to provide support in replacing all electrical instrumentation as the majority of them are now obsolete.
<p>Detailed Process & Automation Review for Lake Cargelligo and Tottenham Water Treatment Plants</p>	<ul style="list-style-type: none"> • ATOM Consulting has been engaged to complete a process and automation review of the Lake Cargelligo and Tottenham Water Treatment Plants. Council staff are now waiting for the first draft of the process review.
<p>Lake Cargelligo Sewerage Treatment Plant Lagoon Upgrades</p>	<ul style="list-style-type: none"> • GHD and Council staff visited Lake Cargelligo STP on 18 June 2020 as part of the project commencement meeting. • The site visit identified a number of areas where the embankments are leaking. Short term recommendation was to reinforce the embankment with sand bags. • Samplings from different process treatments within the STP are also arranged to get the characteristic of the raw and treated effluent.

Tottenham

Project	Progress
RNSW 841 Tottenham Water Supply	<ul style="list-style-type: none"> • PWA, on behalf of Council, submitted a claim to INSW for the amount of \$5,654 which consists of \$4,950 overpaid payment by Restart NSW, \$8,000 for project management by PWA and \$2,604 for inspection of the Leg O Mutton Dam Extension. • It is proposed to review Council's existing telemetry system in order to maximise the amount of water delivered to Leg O Mutton Dam.
Leg O Mutton Dam Level Monitoring	<ul style="list-style-type: none"> • The installation of the level monitoring instrument has been completed. • The true water level can now be monitored remotely.
Leg O Mutton Dam Valve Pit Upgrade	<ul style="list-style-type: none"> • The valve pit has been cleaned, blasted and coated. • New fittings and steel lid will be installed in July.
Tottenham Radio Network Design Upgrade	<ul style="list-style-type: none"> • Awaiting finalisation of a report which will include an action plan list for recommended sites that need upgrading.
Process & Automation Review for Lake Cargelligo and Tottenham Water Treatment Plants	<ul style="list-style-type: none"> • ATOM Consulting is now preparing the draft Piping and Instrumentation Diagram for Tottenham Water Treatment Plant.
Tottenham Sewerage Treatment Plant Shed	<ul style="list-style-type: none"> • The proposed shed site will be levelled by the end of July 2020. • Awaiting for the delivery of the shed kit.
Fifield Water Carting Subsidy	<ul style="list-style-type: none"> • DPIE approval of the water carting subsidy application has still not been received.

Shire Wide

3. Project	4. Progress
5. RNSW 842 Effluent Reuse Project (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> • PWA is finalising the draft financial reconciliation.
6. Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> • PWA submitted their proposal on 17 June 2020. • Council staff and DPIE staff have reviewed the proposal and are seeking some clarifications from PWA. • PWA is providing clarification and will re-submit the proposal to Council.

FINANCIAL AND RESOURCE IMPLICATIONS

All projects are listed as per the Delivery and Operational Plan 2019/20.

LEGAL IMPLICATIONS

In the Condobolin, Lake Cargelligo, Tottenham and Albert water schemes, sufficient high quality drinking water which, meets the standards prescribed in the Australian Drinking Water Guidelines (ADWG), is being supplied to the community. The day to day operation of Council's water supply system is governed by DPIE and the backwash discharge from the water treatment plant is administered by the EPA.

Council continues to supply non-potable water to Tullibigeal, Fifield and Burcher. The raw water storages in Fifield are filling up and Council has ceased water carting.

Lachlan Shire Council is providing sewerage services to communities across the shire. The day to day operation of Council's sewerage services is governed by DPIE and the effluent discharge from the sewerage treatment plant is administered by the EPA.

There are significant risks should Council fail to achieve satisfactory outcomes in the following areas:

- Water quality
- Water quantity
- Effluent discharge quality
- Workplace Health & Safety
- Environmental Impact

Council has systems in place to mitigate all risks in the form of trained personnel, documented work systems and routine audits and reports to various NSW Government Departments. Water and effluent quality is being checked regularly to identify any deviation from the current guidelines and standards.

RISK IMPLICATIONS

Risk associated with the engagement of PWA is to be addressed by the formation of a project steering committee with INSW, DPIE, PWA and Council staff representation.

Council senior staff regularly attend NSW Government agency meetings to keep updated on issues affecting water supply to the Lower Lachlan River System. This includes the River Operations Stakeholder Consultation Committee (ROSCCo), NSW Govt Critical Water Advisory Panel (CWAP) and Central West Joint Organisation Water Utilities Alliance (CWUA).

STAKEHOLDER CONSULTATION

DPIE, Infrastructure NSW, NSW Public Works Advisory, the EPA, NSW Public Health Unit representatives and relevant Council staff have been consulted in relation to capital works & operational projects and compliance issues.

OPTIONS

Nil

CONCLUSION

This report is provided to update Council of activities in the Utilities section in June 2020.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 7.1 Water, sewer and energy utilities meet best practice standards with up to date technology

CSP 7.2 Water Security for All Towns and Villages

ATTACHMENTS

Nil

RECOMMENDATION

That

1. The Acting Director Infrastructure Services Report No. R20/167 be received and noted.

10.2 FY1920 ROADWORKS MONTHLY UPDATE FOR JUNE**TRIM Number: R20/171****Author: Manager - Roads****PURPOSE**

The purpose of this report is to provide a summary of road works undertaken by Infrastructure Services which have been completed in the month of June, works in progress in the month of July and works scheduled for the month of August 2020. The execution and completion of works varied on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

SUPPORTING INFORMATION

Nil

BACKGROUND

Advice has been received that \$300,000 has been allocated under the 2020/2021 REPAIR program for the reconstruction and widening of 2.9 km of MR 57N Fifield Road. This was not the project that was expected to be funded so a QBR1 adjustment will be required to include this in the current year's program. Funding will be confirmed after the State Government's budget is announced.

Hon Mark Coulton MP announced on 2 July 2020, the success funding for three local projects under the Fixing Local Roads Program;

- William, Busby, Lachlan St upgrade - \$800,000 for the local roads component – total project initial estimate \$3.8m,
- Condobolin School Precinct upgrade - \$1,360,000 – total project initial estimate \$1.68m,
- Officers Parade reconstruction and upgrade - \$600,000 – total project initial estimate \$1m.

This program requires the projects to be complete in two years so again a QBR1 adjustment will be required. This adjustment will affect the 2021/2022 to 2023/2024 Delivery Programs.

Announcements in regards to Fixing Country Roads 2019 – Tranche 2 and Heavy Vehicle Safety Productivity Program 2020 are also expected over the next few months.

ISSUES AND COMMENTS**Road Construction**

Reconstruction and widening on 2.3 km of Gipps Way is continuing with the new formation stabilised by the end of June. Final trimming on the three sections of road was completed in early July and a primer sealed will be applied to the new formation in the week commencing 13 July, weather permitting. New culverts are currently being delivered to replace failed culverts and these will be installed over the next month. A final seal of the three sections and resealing of other sections of Gipps Way will be undertaken in spring 2020. This will complete the project.

The reconstruction and widening of 2 km of Willow Bend Road is underway with stabilising work being completed on 10 July. A primer seal will be applied to the new formation in the week commencing 20 July, weather permitting, with final sealing being undertaken in spring 2020.

Widening of Maitland Street from MR461 Henry Parkes Way (aka Melrose Rd) to SR 44 Boona Road (approx. 1.1 km) will commence in August with some culvert replacement work being completed prior to the widening. Reconstruction of this section of Maitland Street can be undertaken prior to the final design being completed as the horizontal and vertical alignments are adequate and no changes are required to the existing formation. Design of the widening of the remainder of Maitland Street as an AB-Triple route with a construction estimate is not expected until September 2020. At one end of Maitland Street there is a proposed upgrade of MR461 Henry Parkes Way (aka Melrose

Rd) and at the other end is a proposed upgrade of MR61 Henry Parkes Way (aka Parkes Rd). Timing of these two tie in projects are dependent upon Transport for NSW and GrainCorp and no advice on that has been received at this time.

Culvert replacement will also be undertaken on North Uabba Road prior to the reconstruction and widening of the first 1.5 km of this road. Reconstruction work will commence in August. Reconstruction and widening of Grace Street from Rodeo Drive to Johnston Street will also commence in August. The second stage of this project Johnston Street to Foster Street will commence after the harvest season.

Road Maintenance

Road maintenance is continuing with six graders undertaking maintenance including gravel re-sheeting work on SR 381 Verona Road and SR 45 Boona Road. A number of roads are in substandard condition due to ongoing wet weather and repair of these roads is a priority.

The contractor engaged to undertake tree trimming and removal on SR 58 Mowabla Road was also delayed by wet weather for three days. To ensure the contractor was occupied during this time when he could not work on the unsealed roads trimming and removal was undertaken on the sealed sections of SR 45 Boona Road and SR 1187 Palesthan Road. As a result the contractor was not able to commence work on SR 108 Fosters Lane in the time allocated so work on this road will be undertaken at a later date.

Works completed in June 2020

Road re-sheeting / grade, water & roll	Grade, water & roll works were undertaken on the following roads. <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 15 Belmore Road • SR 85 North Forbes Road • SR 171 Philips Road • SR 193 River Road • SR 194 North Uabba Road • SR 195 Elwins Road • SR 230 Lachlan Valley Way • SR 214 Nilssons Lane • SR 233 Blackers Road • SR 435 Yethera Road • SR 1006 Brotherony Road
Road and culvert reconstruction and sealing	Road reconstruction and sealing work was undertaken on selected segments of the following roads. <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR 57S The Gipps Way – FCR rehabilitation and line marking reseals • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 376 Willow Bend Road – reconstruction and widen 2km
Road reseals	Road resealing works were undertaken on the following roads. <ul style="list-style-type: none"> • <u>Main & Shire Roads</u> <ul style="list-style-type: none"> • nil • <u>Town Streets</u> <ul style="list-style-type: none"> • nil
Maintenance grading / sucker removal / line	Routine maintenance grading work was undertaken on the following unsealed roads. <ul style="list-style-type: none"> • <u>Main Roads</u>

<p>marking /Storm Damage repairs</p>	<ul style="list-style-type: none"> • nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 1 Wonga Road • SR 2 Hunts Road • SR 4 Currawong Road • SR 5 Lansdale Road • SR 6 Bilandary Road • SR 7 Carolina Mine Road • SR 11 Moira Vale Road – storm damage repair • SR 15 Belmore Road • SR 18 Hillside Road • SR 19 Middlefield Road • SR 41 Red Heart Road • SR 50 Vermont Hill Road • SR 56 Bimbella Road • SR 58 Mowabla Road • SR 62 Carlisle Road • SR 67 Carlisle-Trundle Road • SR 89 Kingswood Road • SR 90 Grassmere Road • SR 95 Ilgindrie Road • SR 96 Ludlows Lane • SR 98 Manna Forest Road • SR 101 Corinella Road • SR 148 Halls Road • SR 151 Mudda Rocks Road • SR 152 Thomas Lane • SR 181 Pidgeons Road • SR 183 Killawarra Road • SR 201 Keeleys Lane – vegetation spraying • SR 250 Hadleigh Downs Road • SR 251 Queens Plains Road • SR 252 Lone Wilga Road • SR 254 Native Dog Road • SR 262 Bush Home Road • SR 253 Studwicks Road • SR 266 Balanbah Road • SR 268 Linton Road • SR 269 Yarrangrove Road • SR 270 Cadara Road • SR 271 Curran Park Road • SR 275 Thompsons Road • SR 276 Avoca Road • SR 318 Bonny Doon Lane • SR 321 Craig End Lane • SR 356 Dunneil Road • SR 372 Woods Road • SR 422 Warrigal Park Road • SR 435 Yethera Road • SR 1029 Tullibigeal Road – vegetation spraying • SR 1144 Weelah Road • SR 1169 Bobadah Road – vegetation spraying • SR 1347 Albert Road
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	<ul style="list-style-type: none"> • Unsealed lane around Tottenham
Shoulder grading / re-sheeting /slashing and resealing/patching	<p>Routine shoulder maintenance and patching work was undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads & Shire Roads</u> <ul style="list-style-type: none"> • MR 57N Fifield Road – storm damage shoulder repair • MR 57S The Gipps Way – pothole and edge patching • MR 231 Wyalong Road – slashing and culvert clearing • MR 347 Dandaloo Road – crack sealing • MR 371 Rankin Springs Road – slashing • MR 377 Lachlan Valley Way – heavy patching • MR 461 Henry Parkes Way – shoulder grading • MR 7513 Lake Cargelligo Road – culvert clearing • SR 426 Weir Road – shoulder maintenance

Works in Progress July 2020

Road re-sheeting / grade, water & roll	<p>Road re-sheeting work/grade, water & roll is being undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 44 Melrose Plains Road – RTR gravel re-sheeting 8km • SR 45 Boona Road – RTR gravel re-sheeting 4km RTR • SR 208 Brewers Lane – GWR
Road and culvert reconstruction and sealing	<p>Road reconstruction and sealing work is being undertaken on selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR 57S The Gipps Way – FCR reconstruction and primer sealing • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 376 Willow Bend Road – RTR reconstruction and widening • SR 194 North Ubba Road – RTR rehabilitation and widening • <u>Town Streets</u> <ul style="list-style-type: none"> • Grace Street, Lake Cargelligo – RTR rehabilitation and widening
Road reseals	<p>Road resealing work is being undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main & Shire Roads</u> <ul style="list-style-type: none"> • nil
Maintenance grading / sucker removal / line marking	<p>Routine maintenance grading work is being undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR 7514 Nyngan Road • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 11 Moira Vale Road • SR 35 Larkings Road • SR 46 Carawatha Road • SR 49 Myamley Road • SR 50 Vermont Hill Road • SR 51 Eremeran Road • SR 52 Wirrunun Road

	<ul style="list-style-type: none"> • SR 53 Mumbil Tank Road • SR 54 Tinda Tank Road • SR 56 Bimbella Road • SR 58 Mowabla Road • SR 109 Unagrie Road • SR 121 Camp Road • SR 122 Wallaces Road • SR 123 Stidwells Lane • SR 124 Crown Camp Road • SR 145 Imries Lane • SR 146 Glasgows Lane • SR 147 Four Corners Road • SR 149 Gubbata Road • SR 170 Tomlisons Road • SR 304 Wyoming Road • SR 309 Walkers Hill Road • SR 310 Myamley Mine Road • SR 333 Rosedale Road • SR 345 Forest Lane • SR 350 Arundle Road • SR 403 Worlands Road • SR 408 Deacons Lane • SR 407 Swansons Road • SR 413 Keronga Road • SR 464 Traquiar Lane
Shoulder grading / re-sheeting /slashing and resealing/patching	<p>Routine shoulder maintenance work is being undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR 7513 Lake Cargelligo Road - shoulder maintenance • <u>Shire Roads</u> <ul style="list-style-type: none"> • nil

Works Planned for August 2020

Road re-sheeting / grade, water & roll	<p>Road re-sheeting and grade water roll (GWR) works is planned for the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 11 Moira Vale Road – RTR gravel re-sheeting 4km • SR 1187 Palesthan Road – RTR gravel re-sheeting 2km • SR1347 Albert Road – RTR completion of gravel re-sheeting
Road and culvert reconstruction/repairs and sealing	<p>Road reconstruction and sealing work is planned for selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR 194 North Uabba Road – RTR rehabilitation and widening • <u>Town Streets</u> <ul style="list-style-type: none"> • Grace Street, Lake Cargelligo – RTR rehabilitation and widening

	<ul style="list-style-type: none"> • Maitland Street, Condobolin – FCR/RTR widening
Road resealing	<p>Road resealing work is planned for selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>State Road & Main Roads</u>: <ul style="list-style-type: none"> • nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • nil
Maintenance grading / sucker removal	<p>Routine maintenance grading work is planned for the following sealed/unsealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads & Shire Roads</u> <ul style="list-style-type: none"> • As required work not completed in July list
Shoulder grading / re-sheeting/ line marking	<p>Shoulder grading work (re-sheeting) is planned for the following sealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads & Shire Roads</u> <ul style="list-style-type: none"> • nil
Ongoing survey, investigation & design projects	<ul style="list-style-type: none"> • <u>Lake Cargelligo Heavy Vehicle Bypass</u> Stage 1 works almost complete including final seal and lines. Signs will be installed as soon as received from suppliers. Stage 1B (Grace St) designed & costed. Ready to construct subject to Council allocation of Roads to Recovery funding. Stage 2 (Narrandera St) concept design done. Detailed design & estimate scheduled for July 2020. • <u>Golf Links Rd and Gum Bend Rd- Kerb & Gutter</u> Design complete. Works budgeted FY1920 and FY2021. Awaiting available resources to complete. • <u>Condobolin School Precinct</u> Detailed design and construction cost estimate complete. Grant application for TfNSW Fixing Local Roads submitted. Announcement received in June. Awaiting funding Deed. • <u>Foster Street Upgrade</u> Detailed design and construction cost estimate complete. Water mains relocation to be scheduled after establishment of Project Steering Committee, review of staging of works and allocation of resources. Bridge St drainage design is being reviewed. Roadworks scheduled for FY2021, subject to funding. TfNSW Block Grant, Roads to Recovery and FAG funds are included in the FY2021 budget for Council adoption. • <u>William, Busby & Lachlan Sts Upgrade</u> Consultant: Heath Consulting Detailed design and construction cost estimate complete. Water mains relocation, footpath works to be scheduled for December but pending estimate review. Staged works over FY2021 and FY2022 subject to funding. TfNSW Block Grant, Roads to Recover, FAG funds are included in the FY2021 budget. Grant application for TfNSW Fixing Local Roads submitted. Announcement received in June. • <u>Officers Parade Roads & Drainage Upgrade</u>

	<p>Concept design and cost estimate received. Grant application for TfNSW Fixing Local Roads submitted. Announcement received in June.</p> <ul style="list-style-type: none"> • <u>Cargelligo Street Reconstruction with sealing</u> Detailed design and cost estimate received. Grant opportunity under RMS Fixing Local Roads being investigated for FY2021. • <u>SR60 Springvale Road Upgrade curve re-alignment</u> Design complete. Works delayed owing to lack of water and land acquisition negotiations. Construction deferred until FY2021. • <u>Gum Bend Road Safety Improvements</u> Concept design complete. Traffic data supplied to Traffic Committee for comment. Police, TfNSW and Road Safety Officer comments received. Follow comments on removal of speed humps from design not yet received. Road Safety Audit program with Road Safety Officer.
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FINANCIAL AND RESOURCE IMPLICATIONS

CONSTRUCTION PROJECTS					
Regional Roads					
Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
MR 57N Fifield Road, 1.7 km shoulder widening north of Fifield	\$20k	TfNSW Block Grant	\$51k	\$51k	Complete
Regional Roads, reseals	\$496k	TfNSW Block Grant	\$320k	\$320k	10 km reseal and line marking completed on Lake Cargelligo Road.
MR57S The Gipps Way, seal widening	\$3.516m	Fixing Country Roads \$2.8m, TfNSW Block Grant \$1.172m, \$400k 2018/19 REPAIR.	\$2.682m	\$3.516m	\$856k completed in 2018/19 as REPAIR project. 3 segments of the project have been completed in 2019/20. Reconstruction of 2.3km on the final segment is almost complete. This will be primer sealed in mid-July. Culverts will then be replaced over the remainder of the segment. The final resealing work will be completed in September.

MR231 Wyalong Road, 7.8 km shoulder widening and reseal	\$800k	\$400k TfNSW REPAIR, \$400k TfNSW Block grant	\$774k	\$774k	Project completed under budget.
MR377 Lachlan Valley Way, widen seal 2 km Stage 1	\$295k	TfNSW Block Grant	\$143k	\$143k	5 km of widening completed. Reseal to be undertaken in September.
Regional Roads, heavy patching	\$33k	TfNSW Block Grant	\$0k	\$0k	Work completed in June 2020 with costs being charged to maintenance.

Local Roads					
Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
SR60 Springvale Road, reconstruct and widen two bends	\$200k	RTR	\$0k	\$200k	Land acquisition ongoing. Project will not commence until FY20/21
Foster Street, Lake Cargelligo, reconstruct centre lane	\$100k	RTR	\$15k	\$100	U/G services delayed pending estimate review.
SR 376 Willow Bend Road, reconstruct and widen stage 1	\$150k	RTR	\$224k	\$300k	Work commenced late May. Full length being reconstructed as 2019/20 project is being combined with 2020/21 project. New formation will be sealed in late July
SR 231 Curlew Road, extend seal	\$1.945m	\$1.595m FCR, \$350k RTR	\$1,007k	\$1,945k	Project on hold till final sealing can be completed in September 2020.
Rodeo Drive/Grace Street intersection	\$231k	RTR	\$231k	\$231k	Line marking completed in May. Project complete except signs.
SR 1033 Boreamble Road, reconstruct and widen 2.92 km	\$458k	RTR	\$450k	\$450k	Project complete.

SR 1347 Albert Road gravel resheet 10 km	\$150k	RTR	\$224K	\$224K	Project underway in June. Will continue after more gravel is crushed in pit. Additional cost to be funded from Local Roads, gravel re-sheets.
SR 381 Verona Road gravel resheet 4 km	\$30k FY19/20, \$30k FY20/21	RTR	\$147k	\$147k	Project complete. Additional cost to be funded from RTR.
SR 45 Boona Road gravel resheet 4 km	\$60k	RTR	\$9k	\$60k	Project commenced in late June 2020.
SR 44 Melrose Plains Road gravel resheet 8 km	\$124k	RTR	\$19k	\$124k	Initial preparation work for gravel resheeting commenced.
SR 11 Moira Vale Road gravel resheet 4 km	\$60k	RTR	\$2k	\$60k	Programd after Melrose Plains Road completed
SR 1187 Palesthan Road gravel resheet 2 km	\$30k	RTR	\$0K	\$30K	Programd after Moira Vale Road completed
Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
Local Roads, reseals	\$140k	FAG Roads	\$87k	\$87k	Incl final seal on some FY1819 projects. Completed.
Local Roads, gravel re-sheets	\$100k	Special Rate Variation	\$0k	\$100k	Work being undertaken using RTR funds.
William Street, Condobolin, kerb blisters & footpath	\$280k	FAG Roads	\$0	\$280k	U/G services delayed pending estimate review.
Urban Reseals, Condobolin	\$30k	FAG Roads	\$0k	\$0k	Work being undertaken using RTR funds.
Reseals Gatenby, Innes, Whiley Sts, Condobolin	\$135k	RTR	\$122k	\$122k	Micro surfacing completed in June 2020.
Foster Street, Lake Cargelligo – stormwater drainage	\$150k	FAG Roads	\$23k	\$150k	U/G services delayed pending estimate review.

SR 347 Gum Bend Road, Condobolin – kerb and gutter	\$50k	FAG Roads	\$0k	\$50k	Work deferred. Note: separate from safety works.
Maitland Street HV Upgrade	\$900k	Fixing Country Roads \$765k, RTR \$135k	\$0k	\$900k	Detailed design underway. Initial widening will commence in August 2020.
SR1029 Tullibigeal Road extend seal	\$2.186m	Fixing Country Roads \$913.5k, RTR \$1,272.5k	\$1,008k	\$2.186m	Works on hold pending gravel production.

FUNDING SOURCES					
Funding Source	Amount	Contribution	% Spend	Used by	Comments
Roads to Recovery	\$3.2m	Nil	85.9%	30-Jun	Year 1 of new five year program. Unspent funds from FY19/20 need to be spent by Sept 2020.
TfNSW Block Grant and Supplementary	\$3.13m	100% TfNSW	100%	30-Jun	Block Grant and Traffic Facilities fully spent ⁸
TfNSW Traffic Facilities	\$147k	100% TfNSW	100%	30-Jun	
TfNSW REPAIR	\$400k	100% TfNSW	96.8%	30-Jun	Lose if unspent by June 2020. Project complete under budget.
FAG Roads	\$3.4m	100% Federal Grant	87.3%		To reserve if not spent by June.
Fixing Country Roads MR 57S Gipps Way Upgrade.	\$2.8m	\$1.172m TfNSW Block, \$0.4k 2018/19 TfNSW REPAIR, \$2.8m Fixing Country Roads,	80.8%	12 months	Complete by September 2020.
Fixing Country Roads SR 231 Curlew Road Upgrade	\$1.585m	\$350k RTR FY1920 & \$1.585m Fixing Country Roads	48.9%	12 months	Complete by September 2020.
Fixing Country Roads	\$765k	\$135k RTR FY1920 & \$765k	0%	12 months	Complete by April 2021.

Maitland St Bypass Upgrade		Fixing Country Roads			
Fixing Country Roads SR 1029 Tullibigeal Road Upgrade	\$913.5k	\$1,272m RTR FY1920 & \$913.5k Fixing Country Roads	0% RTR funding will be used until July 2020.	12 months	Complete by October 2020.

LEGAL IMPLICATIONS

Roads Act 1993 and Roads Regulations 2008.

RISK IMPLICATIONS

There are resource, cost and time risks associated with the roads program as a result of the increased funding received during the financial year. Wet weather has affected the construction program since early February and the completion of the planned program will not be possible. Some Fixing Country Roads 2018 projects have been rescheduled for FY2021. This will have an effect on the FY2021 as the additional funding received for Fixing Local Roads will also increase the size of the program.

STAKEHOLDER CONSULTATION

Roads to Recovery grant program officers, TfNSW Parkes Regional Office, Restart NSW program officers.

OPTIONS

Additional resources will need to be procured to complete the FY2021 program.

CONCLUSION

Council has fully expended the TfNSW Regional Road block grant for FY1920. The areas of under expenditure for the year were in;

- Fixing Country Roads – delay in receiving signed funding agreements
- Roads to Recovery - additional funds received during year and wet weather delayed some construction work

Both of these programs can be carried forward into the FY2021 financial year.

- FAGs Local Roads – funds can be transferred to reserve

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 2.1 A vibrant tourism industry including indigenous tourism.

CSP No. 2.2 A diversified manufacturing sector.

CSP No. 2.3 an innovative, progressive and growing agriculture sector.

CSP No. 4.1 Efficient transport networks that meet community and business needs.

CSP No. 4.5 Grants income support infrastructure programs.

Transport Asset Management Plan

ATTACHMENTS

Nil

RECOMMENDATION

That

1. The Acting Director Infrastructure Services Report No. R20/171 be received and noted.

10.3 FY1920 RECREATION MONTHLY UPDATE FOR JUNE

TRIM Number: R20/176

Author: Manager Recreation

PURPOSE

The purpose of this report is to provide an update of the capital improvements in the Recreation Section. The works listed are for works undertaken in June, in progress for the month of July and a forecast for the month of August 2020.

SUPPORTING INFORMATION

Drought Communities Programme Update.

BACKGROUND

Council has adopted the 2019/20 and 2020/2021 budgets and associated Delivery & Operational Plans. This report provides updates on the delivery of the Recreation Section’s program, with some overlap with Tourism and Buildings where required.

ISSUES AND COMMENTS

Works Completed in June

Drought Communities Program	Work are progressing to schedule. Bill Hurley Shade Structure completed. Footing for the entry signs complete Street Bins at Tottenham complete Slide on Water Tanks received Update for all projects in Attachment one
Jockeys Memorial	Additional path and retaining wall complete. Rotunda modification and painting underway.
Utes in the Paddock Electrical Relocation	Alignment of High Voltage electrical lines under review. Considering cost and time impacts of all options.
Lake Cargelligo Stage 2 irrigation	Works completed
Tullibigeal Bore and Pipeline	Bore civil works and pipe line complete. Bore pump installation and temporary power supply complete. Under-boring of railway line approval was granted and works completed. All works within the Grant Deed are completed.
Tullibigeal Oval & Bore power supply upgrade	Electrical designs required modification at the Recreation Ground. Works are still programmed for commencement in July.
Tullibigeal Lighting upgrade	Invite quotations for construction once power supply upgrade redesign is completed and approved by Essential Energy.

Works Underway in July

Drought Communities Program	Milestone two report to be submitted. Entry signs installation to be completed Footpath program to continue. Lake Cargelligo Showground amenities commenced. Planning for Drought Support and Mental Health events underway.
Jockeys Memorial	Framework and Signs completed and installed. Rotunda installation completed.
Utes in the Paddock Electrical Relocation	Revised alignment of High Voltage electrical lines confirmed. Survey of electrical easement underway.
Condobolin Lawn Cemetery Plinth expansion	Works to commence.
Condobolin Aerodrome fencing	RFQ to be advertised to local contractors.
Gum Bend Lake Walkway stage 1 & 2	Survey and design of the walkway to commence. RFQ to be advertised for the supply of the 6 exercise elements.
Tottenham Recreation Ground	Survey of grounds completed RFQ to be called for the supply of the recycled picket fence. Design to commence for the revamped entrance, drainage and carpark.
Tullibigeal Bore and Pipeline	Telemetry connections commenced once the permanent electrical works are completed.
Tullibigeal Oval & Bore power supply upgrade	Electrical Network modification are planned at the Bore and the Recreation Ground. Meters installed and permanent electrical connection should be complete.
Tullibigeal Lighting upgrade	RFQ to be advertised to local and regional contractors.

Works Scheduled in August

Drought Communities Program	Footpath construction program to continue. Drought support worker and mental health services to continue with events to be held. Buckland Park, Bill Hurley Park irrigation underway.
Utes in the Paddock Electrical Relocation	Electrical easement survey submitted. Electrical design complete. Submit design to Essential Energy for approval.
Condobolin Lawn Cemetery Plinth expansion	Works planned to be complete.
Condobolin Aerodrome fencing	Contract award. Timing of works to be confirmed.
Gum Bend Lake Walkway stage 1 & 2	Survey and design of the walkway to be completed. Contract award for the 6 exercise elements. Installation to be confirmed.

Tullibigeal Bore and Pipeline	Telemetry complete. Work as executed drawings, Operation and Maintenance Manual completed.
Tullibigeal Oval & Bore power supply upgrade	Works complete. Modification completed to Racetrack to upgrade power supply to be compliant with current standards.
Tullibigeal Lighting upgrade	RFQ complete and contractor engaged.

FINANCIAL AND RESOURCE IMPLICATIONS

Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
Drought Communities Programme	\$1,000k	Drought Communities Programme	\$484k	\$1,000,000	Programme is on budget and progressing as planned.
Jockeys Memorial	\$90k	Tourism	\$76k	\$90k	On Budget
Lake Cargelligo Irrigation Stage 2	\$66k	QBR1	\$64k	\$66k	Complete
Tullibigeal Bore and pipeline	\$663k	Council, CDRV, SCCF1C.	\$422k	\$431k	Within budget.
Tullibigeal Sports Ground and racetrack irrigation			\$170k	\$170k	COMPLETE
Tullibigeal Power Upgrade for bore			\$62k	\$62k	Overspend can be funded by underspend on Bore
Tullibigeal Rec ground electrical and lighting upgrade	\$280k	CDRV, Council, SCCF2	\$65k	\$280k	Forecast cost to be confirmed after RFQ evaluation in June.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Project management and financial controls in place to manage time and budget risks

STAKEHOLDER CONSULTATION

Council staff are seeking to engage with specific stakeholders on each project, in accordance with Council’s community consultation policy. In addition, Council’s fortnightly news column, Talking Tottenham and Mayoral Newsletters update the community on the major improvements works being undertaken around the Shire

OPTIONS

1. Council continue to implement recreational capital improvements as programmed as resources permit, i.e. as funds, staff and contractors are available.

1.

2. Council amend the capital improvements programme.

CONCLUSION

This report updates Council on the capital improvements undertaken by the Recreation section in June, in progress for July and forecast work for August 2020.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 3.2 Improved Pedestrian and Cycle Paths
- 4.2 Strong effective and Responsive Council
- 4.4 Strategic Management of Villages and Crown Reserves
- 6.1 Increase recreational use of the lakes and rivers
- 6.3 New and visually appealing streetscapes
- 6.4 Improved Parks, Gardens and Sporting Ovals
- 6.5 Provision of neat, accessible and respectful cemeteries

ATTACHMENTS

1. **Progress Summary for Drought Communities Programme June**

RECOMMENDATION

That

1. The Acting Director Infrastructure Services report R20/176 be received and noted.



Drought Communities Grant Programme - Round 2

Projects have been selected based on:-

- Projects highlighted in the Village Enhancement Plans or CSP or OP&Del Plan
- Certainty that Council can deliver projects within 12 months.
- Projects that will provide employment support, local business & contractors
- Council resolved to submit projects Dec 2019. Variation May 2020 for Lake Cargelligo

Shire Wide		Comment
Rural Support worker	\$ 100,000	Worker employed adjusting goals due to Covid
Increase Mental Health support services	\$ 50,000	Program delivery being adjusted due to covid
Slide on potable water tanks	\$ 100,000	Tanks Ordered.
Total	\$ 250,000	
Derriwong		
New Town Entrance Signs x 2	\$ 30,000	Manufacture underway. Footings installed
Total	\$ 30,000	
Fifield		
New Town Entrance Signs x 2	\$ 30,000	Manufacture underway. Footings installed
Total	\$ 30,000	
Burcher		
New Town Entrance Signs x 2	\$ 30,000	Manufacture underway. Footings installed
Total	\$ 30,000	
Albert		
Kerb & Gutter, drainage and footpath improvements	\$ 30,000	Works Complete
New Town Entrance Signs x 2	\$ 30,000	Manufacture underway. Footings installed
Total	\$ 60,000	
Tullibigeal		
Footpath upgrades in key areas	\$ 20,000	Works Complete
New Town Entrance Signs x 2	\$ 60,000	Manufacture underway. Footings installed
Total	\$ 80,000	
Tottenham		
Footpath upgrades in key areas	\$ 20,000	Works Complete
New Town Entrance Signs x 2	\$ 60,000	Manufacture underway. Footings installed
Seal and upgrade sports ground entrance & parking	\$ 35,000	Survey and detailed design underway
New Street Bins covers	\$ 15,000	Bins Installed
Total	\$ 130,000	
Lake Cargelligo		
Showground Amenities and stables	\$ 160,000	Contract executed.
Total	\$ 160,000	
Condobolin		
SRA irrigation racetrack concourse	\$ 90,000	Design review and procurement
Footpath upgrades in key areas	\$ 80,000	Works underway
Bill Hurley irrigation and shade	\$ 45,000	Installation Completed. Irrigation to commence
Buckland park irrigation	\$ 15,000	Local Contractor to complete
Total	\$ 230,000	
Grand Total	\$ 1,000,000	

10.4 WATER ALLOCATIONS JULY 2019 TO JUNE 2020**TRIM Number:** R20/177**Author:** Manager Recreation**PURPOSE**

To report to Council on the water allocation transfers and usage for the period between 1 July 2019 and 30 June 2020.

SUPPORTING INFORMATION

Attachment 1 – Water Allocation Statement – Lachlan Catchment June 2020

Attachment 2 – Water Allocation Statement – Opening Allocation June 2020

Attachment 3 – Raw water standpipe usage

R20/90 – Temporary (Sale) transfer of Unused High Security Water Allocation – Closed Council.

R19/229 – Monthly Recreation Report for September 2019 – Council resolved to temporarily waive the fees and charges for raw water at the new standpipes in Lake Cargelligo and Condobolin for the remainder of FY2019/20.

R19/137 – Water Allocations July 2018 to June 2019

BACKGROUND

Lachlan Shire Council holds thirteen water access licences (WAL) from which it draws raw water to supply the community.

Wyangala Dam is at 16% as at 30 June 2020. Down from 27% at the same time in 2019. NSW Water, Department of Industry, have set the following allocations for the Lachlan River regulated system for the 2020/21 year:

General Security	0%
High Security	70%
Stock and Domestic	100%
Local Water Utilities	100%

Please refer to the attachments. The Valley is in Stage 3 (severe) drought criticality. If winter//spring inflows fail, the system will move into Stage 4 drought criticality.

As a result of this, high security licences (which were transferable and unused) were used in FY1920 to supplement the shortfall in the general security water. In addition, the unused high security allocations were sold on the temporary water allocation market. Refer to the table below.

ISSUES AND COMMENTS

Extraction Site	FY1920 Allocation	Metered Usage 01/07/19 To 30/06/20	Comment
Condobolin Goobang Creek Town Water	1500ML	1027.8ML (meter read 30.06.2020)	Local Water Utility. High security non-transferable
Lake Cargelligo Town Water Supply	699ML	27.9ML (meter read 30.06.2020)	Local Water Utility. High security non-transferable

Condobolin Booberoi Weir (Abattoir)	52ML	0ML (No meter for site)	52ML transferred to SRA and Riverview caravan park
Condobolin Memorial Park	0ML	19.4ML (meter read 01.07.2020)	General security, transferable Shortfall on licence covered via a temporary transfer from Gibsonvale
Lake Cargelligo (Gibsonvale)	696ML	0ML (meter read 30.06.2020)	High Security transferrable. 250ML Sold @\$513/ML 374ML Sold @\$167.5/ML 15ML transferred to Condo Memorial Park. 57ML transferred to Lake Parks & Gardens.
Lake Cargelligo (Tullibigeal)	160ML	19.7ML (meter read 30.06.2020)	High security non-transferable Tullibigeal water has been supplied through Merri Abba allocation.
Kiacatoo Hall	1ML	0ML (No meter for site)	General security, transferable
Lake Cargelligo Parks & Gardens	0ML	53.7ML (meter read 30.06.2020)	57ML temporarily transferred from Gibsonvale Licence.
Merri Abba Bore Ground Water Supply	486ML	710.5ML (meter read 30.06.2020)	High security Non- transferable. 114 ML carryover from 2018/19 overdraw. Due to poor water quality within Lake Cargelligo, only 47ML was extracted and therefore the bore allocation was again overdrawn. Council has made application to the regulator for an additional allocation.
Condobolin Bore Ground Water Supply	800ML	0ML	Currently inactive. High security non-transferable.
SRA Ground & Riverview Caravan Park	0ML	63 ML (meter read 30.06.2020)	General security, transferable. 52ML unused transferred from Abattoir. Remaining allocation was 18/19 carryover
Gum Bend Lake	0ML	0 ML (meter read 30.06.2020)	General Security 0% yearly allocation.
Tullibigeal Non-potable Bore Ground Water	100ML	0ML	Local Water Utility. Bore site activated, but no consumption. High security Non- transferable
TOTAL	4,494ML	1,922ML	624ML Temporary Transfer (Sale) 1,948ML remaining

Merri Abba Ground water allocations for the Lake Cargelligo Water Supply was again over utilised. The switching of the Lake Cargelligo Water Supply to the Surface Water Allocation did occur during

October and November, however due to low and poor water quality within Lake Cargelligo, the water supply was switched back to the Merri Abba bores. Council staff have made application to the Natural Resource Access Regulator (NRAR) for an additional 250ML for the township of Lake Cargelligo and Tullibigeal, and a further 50ML for Industrial and Recreational purposes.

Given the empty status of Gum Bend Lake and the continued zero general security allocations, there remains insufficient water to fill Gum Bend Lake. Estimated volume required to fill is 1,000ML, with 500ML to maintain as full throughout the summer. Without continued rain within the Wyangala Dam Catchment and an increase in high security and general security allocation up to near full allocation, there is no apparent way of filling Gum Bend Lake for the 2020/2021 season.

FINANCIAL AND RESOURCE IMPLICATIONS

Utility water allocations remain at 100%. This ensures that Lake Cargelligo, Tullibigeal and Condobolin water sources remain secure, subject to river flows being sufficient. The continuation of low water levels within Lake Wyangala will impact the volume of available water in the Lachlan River and Goobang Creek. The villages of Tottenham, Albert, Burcher and Fifield water availability is significantly improved with above average rainfall between February and April.

Temporary Transfer (sale) high security water allocation

At the April Council Meeting Council resolved to temporarily transfer (sell) 374ML of high security water licence on the open market in FY1920, with a reserve price of \$450 per ML. Due to seasonal demand, rainfall and Covid-19 Council's agent was unable to secure the sale of the water allocation at that reserve. The maximum sale price that could be achieved was \$167.65 per ML. After consultation with Councillor's at the June Strategic Briefing, the action was taken to sell the allocation at \$167.65 per ML, with brokerage fees and administrative costs, this resulted in a return of \$60,498.88 to Council.

Gum Bend Lake

The insufficient water to fill Gum Bend Lake could present a further opportunity for Council to temporarily transfer (sell) further excess high security water allocations (i.e. Gibsonvale allocation). It would be prudent to monitor climatic activity prior to making any final decisions on this matter. The next Allocation announcement from WaterNSW is expected on 10 August 2020. It is currently not financially viable for Council to purchase sufficient water allocations to fill Gum Bend Lake.

Standpipes

Council should consider the previous resolution made in October 2019, in relation to the waiving of fees and charges associated with the standpipes. This resolution was made for the 2019/2020 financial year only. To provide increased clarity to the standpipe users, Council should consider whether to extend the waiving of these charges or confirming the commencement of the fees and charges for the raw water standpipes. Attachment 3 shows the monthly volume of water extracted from the standpipes since their commissioning. The total Volume is 12.7ML for Condobolin and 7.2ML for Lake Cargelligo. This combined with the access tags that were issued free of charge total \$26,657 worth of standpipe fees that Council waived during the drought.

LEGAL IMPLICATIONS

Council must adhere to the NSW Water Management Act 2000 and its regulations. This Act is used for the sustainable and integrated management of the state's water. The Water Management Act 2000 secures a sustainable basis for water management for NSW. Council staff are improving processes to ensure accurate and timely ordering of water and reporting of usage.

Water Management (General) Regulation 2018 was enacted 24 August 2018. This requires water meters to be upgraded to ensure improved water management and accurate extractions and reporting. Council will be required to install new meters on any new sites, and upgrade existing sites by 1 December 2021.

RISK IMPLICATIONS

Council must continue to improve processes to ensure accurate and timely ordering of water and reporting of water usage to comply with the necessary Acts and regulations.

STAKEHOLDER CONSULTATION

The Gum Bend Lake Advisory Committee continue to meet quarterly.

Council should notify raw water standpipe users if these fees and charges are to commence. This could be done by a notice at the facility. Further advertisement could be considered, such as writing to each key holder, notice in the local papers or social media posts.

OPTIONS

Council has the option of continuing to temporarily transfer allocations between licences for use on parks & gardens, sporting and recreational facilities, while ever there is water allocation available. As the low water allocations continue, Council may have to prioritise services to these community facilities.

Council has the option of continuing to waive fees and charges for the raw water standpipes, or confirm the commencement of the fees and charges for the raw water standpipes.

CONCLUSION

Council continues to transfers between its own water licences to minimise the loss of water allocation and to allow the continued operation of the water supply and recreation facilities.

Continued low allocation of transferrable water licences will mean Gum Bend Lake remains empty.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Outcome 6.1 Increased recreational use of lakes and rivers

Outcome 6.4 Improved Parks and Gardens

Outcome 7.1 Water, Sewer and energy utilities meet best practise standards with up to date technology

Outcome 7.2 Water Security for all towns and villages.

ATTACHMENTS

1. **Water Allocation Statement - Lachlan Valley June 2020**
2. **Water Allocation Statement - Opening Allocations June 2020**
3. **Raw Water standpipe usage**

<p>RECOMMENDATION</p> <p>That</p> <ol style="list-style-type: none"> 1. The Acting Director Infrastructure Services Report No R20/177 be received and noted. 2. The action to sell the temporary transfer of 374ML of high security water allocation licence, with a value of \$167.65 per ML be confirmed. 3. Council resolve to not open Gum Bend Lake for the FY20/21 season, until sufficient water allocations are available. 4. Raw Water Standpipes:- <ol style="list-style-type: none"> (a) Council apply the fees and charges for the Condobolin and Lake Cargelligo Raw Water standpipes, as advertised in the 2020/2021 Operational Plan from 1 August 2020.
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- | |
|--|
| (b) Council place a notice at each standpipe advising of the charges being applied from 1 August 2020. |
|--|

Water Allocation Statement

Water availability and allocation update



12 June 2020

Lachlan Regulated River Water Source

Water allocation update

There is **no change to allocations** in the Lachlan Regulated River Water Source. There has been no significant change to resource availability since the last update and the minimal improvements that have occurred are underpinning future high priority needs.

Over 273 gigalitres (GL) of system inflows are required in June 2020 to overcome deficits and enable an allocation to general security entitlements. The planning horizon for the Lachlan regulated river resource assessment currently runs through to May 2022, some 23 months.

Water availability outlook for the 2020-21

- Water for all critical consumptive and non-consumptive needs including local utilities, are secure for the 2020-21 water year.
- Full (100%) allocation for all **Local Water Utilities** and **Domestic & Stock** license holders.
- Allocation for **High Security** license holders will likely be 70%.
- **Conveyance** entitlements will be allocated water in accordance with the water sharing plan.
- No allocation to **General Security** water users will be possible.
- In addition, access to water in general security accounts on 1 July 2020 will be restricted to **half of the active general security** sub-account balance on 30 June 2020.
- Note that the active general security sub-account on 1 July 2019 represented 57% of the general security account balance. The remaining 43% that was restricted for 2019/20 and moved to the drought sub-account, will remain restricted in 2020-21.

The priority for access to future resource improvements will be as follows:

Top-up of high security allocation (some 8 GL) and easing of general restrictions will occur concurrently, starting with the recent 50% restriction (some 15 GL) followed by the earlier 43% restriction (some 67 GL). When the deficit is overcome there will be no restrictions and full high security allocation. This ensures that the priorities for allocating water to licence categories under the *Water Management Act 2000* is maintained.

Information on the volume of inflows required to ease current restrictions is provided at the end of this statement.

2019-20	High Security	General Security	Drought Stage
Lachlan Regulated River Water Source	87%	0%	 Stage 3

Water Allocation Statement

Water availability and allocation update



Storage levels (as at 10 June 2020)

- Wyangala Dam is about 15.2 per cent full – slight rise – currently at about 186 GL.
- Lake Cargelligo is about 93 per cent full – steady – currently at about 34 GL.
- Lake Brewster is currently holding about 26 GL.

Drought stage

Under the NSW Extreme Events Policy, the Lachlan Regulated River Water Source is at Stage 3 (severe) drought criticality, reflecting the reduced water availability in 2019-20 described above. The small inflows to the system since February are helping to operate the Lachlan system under the current drought Stage 3 management regime.

Stage 3 drought contingency measures will remain in place into 2020-21 and inflow conditions will be closely monitored. In the unlikely event that at least 35 GL of inflow is not received by the end of October 2020, representing very dry conditions, tighter restrictions and escalation to Stage 4 drought criticality could become necessary.

Presentations from the public information session on drought outlook and water availability via webinar held on 25 May 2020 can be viewed on the website - www.industry.nsw.gov.au/water/allocations-availability/droughts-floods/drought-update/information-sessions

Climatic outlook

The Bureau of Meteorology seasonal outlook for June to August indicates an even chance of median rainfall conditions across the catchment, with day and night time temperatures likely to be warmer than average.

The Bureau states that both the El Niño–Southern Oscillation (ENSO) and Indian Ocean Dipole (IOD) remain neutral. While neutral ENSO is forecast for the southern hemisphere winter, some models suggest a La Niña-like pattern could develop in spring.

For further details: www.bom.gov.au/climate/outlooks/#/overview/summary

Next announcement

The next water allocation announcement for the Lachlan regulated river water source will be included in the state-wide statement on 1 July 2020. The next dedicated Lachlan water allocation statement will be on **Monday 10 August 2020**.

Water Allocation Statement

Water availability and allocation update



Lachlan Resource Assessment Data Sheet

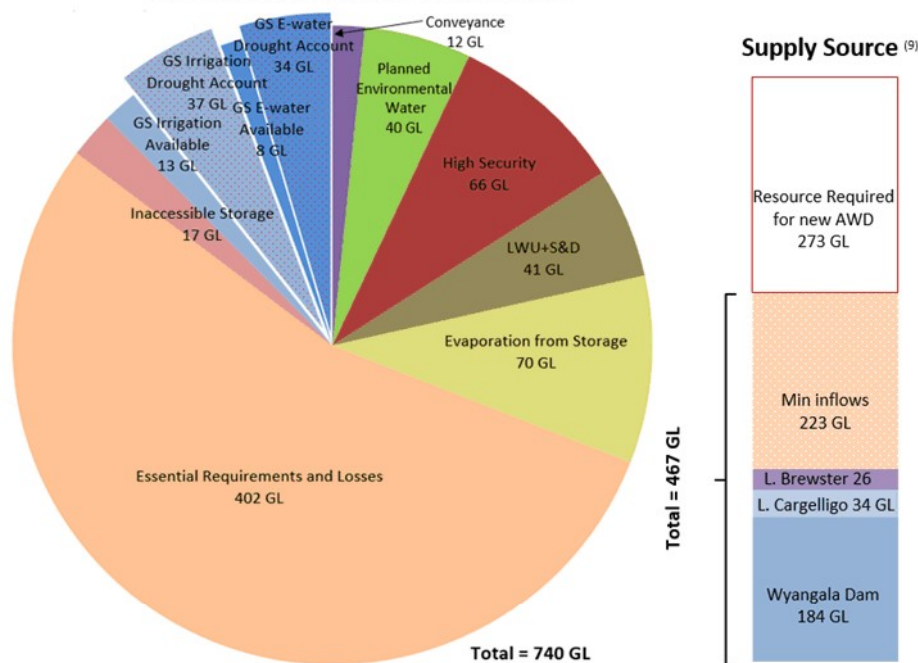
Resource Distribution (June 2020 to May 2022)	Volume (GL)	Volume (GL)
Available Resource ⁽¹⁾		467
<i>less</i>		
General Security 2019/2020 AWD ^{(7),(8)}	0	
Carryover remaining in accounts ^{(2),(8)}	92	
Conveyance	12	
Planned Environmental Water ⁽³⁾	40	
High Security ⁽⁴⁾	66	
Towns, Stock, Domestic ⁽⁴⁾	41	
Evaporation from storage ⁽⁵⁾	70	
Essential Requirements and Losses (transmission, operations) ⁽⁶⁾	402	
Inaccessible storage	17	
<i>equals</i>		
Water available for allocation (or deficit)		(273)

Water Allocation Statement

Water availability and allocation update



Resource Distribution: June 2020 to May 2022
Lachlan Regulated River Water Source



Notes:

- (1) Total available resource: End of May 2020 storage volume in Wyangala Dam, Lake Cargelligo and Lake Brewster, plus minimum forecast inflows from July 2020 to May 2022.
- (2) Carryover remaining in general security accounts, including held environmental water. Due to a temporary water restriction currently in force only 57% of this volume is available for delivery.
- (3) Planned environmental water: water allocated to the Water Quality Allowance and/or the Environmental Contingency Allowances (EWA) under the water sharing plan. 40 GL (includes 10 GL per year to May 2022 for WQA & 20 GL set aside for Translucency releases). Excludes 'licence-based' environmental water. EWA allocation for 2019-20 is zero currently.
- (4) Towns, Stock, Domestic and High Security: reserves are set aside to meet 100% of these high priority entitlements to 31 May 2022 under the minimum inflow scenario. Balances in high security accounts include water traded in from general security licences.
- (5) It is assessed that the lakes are likely to be drawn down slowly over the assessment period, increasing storage evaporation.
- (6) Essential Requirements and Losses: best estimate of the volume required to run the river under dry conditions through to May 2022 to meet all demands. This mostly comprises natural transmission losses as water soaks into riverbed sands. The volume includes any S&D replenishment deliveries required in winter 2020, 2021, and 2022. It is assumed that any current tributary inflows will return to dry conditions going forward. The loss allowance is updated regularly.
- (7) Volume represents the total cumulative AWD made to GS licences in the current water year.
- (8) Held environmental water (HEW): held environmental water administered by environmental water holders is being reported here, with the associated portion of general security allocation also identified in the above pie chart. This reporting is indicative only, prior to reconciliation of usage and net trade, and is estimated to be 42 GL of GS, and 0.3 GL of HS. These reported entitlements are managed by environmental holder groups, including the NSW DPIE - Environment, Energy and Science (EES) and the Commonwealth Environmental Water Holder (CEWH). Details on e-water holdings can be found on individual agency websites.
- (9) The supply source of total available water, explained in Note (1) above, is provided. It also indicates the current shortfall required before a further AWD can be made.

Water Allocation Statement

Water availability and allocation update



The table below summarises the inflow scenarios based on applying priorities under *Water Management Act 2000*, leading to lower priority licences being impacted to the same extent or greater than higher priority licences. Please note that all values are estimates, subject to change, and will be updated in monthly water allocation statements.

Inflows needed to deliver account water (as at 1 June 2020)

Inflow period	Inflows (GL) 1 July 2019 to 31 May 2020	Additional combined inflows required to deliver remaining usable allocations in 2020-21, begin to ease GS delivery restrictions and to start increasing HS allocation	Additional inflows required for new GS AWD (GL) (no restrictions)
By end of June	177	95	273
By end of July	177	100	
By end of August	177	168	

Notes:

1. Estimated water held in general security accounts on 1 July 2019 was 155,000 ML. Water delivery operations in 2019-20 have been provided under drought contingency planning (Stage 3).
2. Usable GS allocations remaining in 2019-20 is carried over into 2020-21 and assumed fully used
3. S&D replenishment flows are delivered in winter 2020 and in 2021, prioritised from tributary inflows
4. In 2020-21 river operations will involve water savings measures and full allocations for TWS and S&D, and likely restricted allocation for HS.
5. In 2021-22 river operation is under Stage 4 (extreme) drought contingency operations with restricted allocations prioritising critical water needs.
6. A minimum Wyangala Dam storage level of 3-5% is targeted at the end of June 2021 to maintain critical supplies in 2021-22.

Subscribe [here](#) to receive the Department of Planning, Industry and Environment's monthly email update on water planning, management and reform in New South Wales.

Water Allocation Statement

NSW Regulated River Water Sources



1 July 2020

Opening water allocations 2020-21

Regulated River water users

The NSW Department of Planning, Industry and Environment today announced opening water allocations for regulated river water users for the 2020-21 water year.

Some small, but welcomed improvement in water resources have been received since February. The total volume of water held in major NSW storages has increased by 3.5% from this time last year to 34.5% of full capacity. Some of the larger storages have improved by more than 10% including Menindee Lakes, Burrendong and Keepit dams.

All critical needs, including town water supplies, are secure for this 2020-21 water year. Full allocation has been made to all town supplies and domestic and stock water users, apart from in the Peel regulated river water source where maximum drought criticality Stage 4 conditions remain.

This is the second consecutive year where some higher priority water users are not starting the year with a full allocation. They include entitlement holders in the Peel, Namoi and Lachlan rivers. High security users in the Hunter water source are also receiving a small reduction in allocation this year. Each circumstance is being carefully monitored.

General security water users on several NSW regulated river systems are receiving no new allocation for a second consecutive year. While the Macquarie River has had some resource improvement and restrictions have been lifted, water availability in the Lachlan River system continues to deteriorate and access to general security water has been further tightened.

Full allocation is provided to supplementary licence holders in all applicable river systems, however; access to water is only available under periods of announced supplementary flow.

Water allocation statements for major inland regulated river systems are published and updated on the department's website at least monthly. The statements explain the latest information on the sharing of available resources.

Brief descriptions of major regulated rivers are included below, followed by a table of the current volumes stored in major dams and a list of the allocations provided to each licence category.

Water Allocation Statement

NSW Regulated River Water Sources



Lower Darling

- The Menindee Lakes System (MLS) is currently holding around 480 gigalitres (GL) or 28% full. It has been rising in recent weeks but is near its peak as upstream the rivers return to baseflow conditions. This time last year the lakes were holding just 16 GL (less than 1% full).
- The MLS is under NSW control and is being used to meet Lower Darling requirements only. It will remain in NSW control until it rises past 640 GL, at which point it will become a shared Murray resource in accordance with the Murray Darling Basin Agreement.
- While in NSW control, trade to and from the Lower Darling remains closed. This is to provide longevity to the NSW drought reserve and protect the rights of Lower Darling water users. Trade within the Lower Darling water source is permitted.
- All high priority entitlements have received a full allocation including all local water utility, domestic, stock and high security licences, in accordance with the water sharing plan.
- General security entitlements have received an opening allocation of 30% based on improvements since the last allocation announcement. Further resource improvements are required to increase general security allocations. Carryover is fully available.
- Comprehensive water allocation statements will commence on 15 July 2020.
- The valley is in Stage 2 (recovering) drought criticality.

NSW Murray

- Combined storage volume in the major River Murray storages is around 3,460 gigalitres (GL) or around 42% full, which is similar to the total storage volume at this time last year.
- All high priority entitlements have received a full opening allocation in accordance with the water sharing plan. This includes all local water utility, domestic, stock, high security licences and specific purpose access licences (critical conveyance).
- Carryover is fully available, some 360 GL, or about 21% of general security entitlement on average.
- Conveyance licences have received their full opening allocation of 50% of entitlement.
- A resource shortfall this year has been limited to the Wakool System Allowance, some 50 GL, and will need to be filled as a priority from the first of further expected resource improvements.
- General security water users received no new allocation. Water has been borrowed from Wakool system requirements to help meet the high security, conveyance and carryover commitments. Once restored, further resource improvements can be allocated to general security water users concurrently with the need to provide for high priority commitments in 2021-22, in accordance with the water sharing plan.
- The NSW Barmah-Millewa Allowance, around 300 GL, is fully borrowed. Payback will commence when general security allocation reaches 30% of entitlement.
- Trade downstream across the Barmah choke opened on 1 July but will close when the opening trade balance is exhausted. It will then only re-open to the extent of upstream (back) trades.
- Comprehensive water allocation statements will commence on 15 July 2020.
- The valley is in Stage 2 (recovering) drought criticality.

Murrumbidgee River

- Combined storage volume in the major Murrumbidgee dams is around 1,320 gigalitres (GL) or approximately 50% full, which is about 250 GL higher than the total volume this time last year.
- All high priority entitlements have received full opening allocations as per the valley's water sharing plan. This includes all local water utility, domestic, stock and high security licences.

Water Allocation Statement

NSW Regulated River Water Sources



- General security users have received an opening allocation of 10%, based on the latest resource assessment. The next assessment will be reported in mid-July.
- Carryover is fully available, estimated to be about 340 GL or 18% of general security entitlement on average.
- Conveyance entitlements have received full opening allocations as per the water sharing plan.
- Future resource improvements will accrue to general security allocations and will commence the build for high priority categories in 2021-22, in accordance with the water sharing plan.
- Intervalley trade is subject to the Murrumbidgee IVT account balance, which is currently showing that trade **out** of the valley is **allowed**, but trade **into** the valley is **closed**.
- Comprehensive water allocation statements will commence on 15 July 2020.
- The valley is in Stage 1 (normal operations) drought criticality.

Lachlan River

- Wyangala Dam is holding 198 GL (16%). The dam held 335 GL (27%) at this time last year.
- All licence categories, except high security and general security, have received full allocations.
- High security users have received a 70% allocation and there is a commensurate allocation for conveyance entitlements.
- No new allocation to general security water users is possible.
- The restriction on accessing 43% of the 1 July 2019 general security account balance remains.
- In addition a further 50% restriction is now in force for 2020-21 on the active general security account balance as at 30 June 2020.
- The first resource improvements able to be allocated to these entitlements will accrue to easing this latter restriction and high security allocation together, and then to easing the earlier (2019/20) restriction.
- Until the restrictions are lifted, no new allocation to general security water users is possible.
- The restrictions are necessary to ensure all critical needs are secure for 2020-21.
- The next water allocation statement will be on 10 August 2020.
- The valley is in Stage 3 (severe) drought criticality.
- If winter/spring inflows fail, the system will move into Stage 4 drought criticality.

Belubula River

- Carcoar Dam is holding 6 GL (16%) and was holding 8 GL (22%) this time last year.
- All high priority users have received full allocations, as have supplementary licence holders.
- No new allocation to general security water users is possible.
- Restrictions on accessing general security account water have been lifted.
- Delivery from Carcoar Dam is subject to operational constraints and tributary inflows.
- The valley is in Stage 3 (severe) drought criticality and is being carefully monitored.

Macquarie and Cudgegong Rivers

- Burrendong Dam (Macquarie) is currently holding 264 GL (22%). Last year it reached a low of approximately 94 GL or just over 5% full.
- Windamere Dam is holding 99 GL (27%). It was holding 120 GL (33%) this time last year.
- The system continues to experience the worst ever drought inflows to Burrendong Dam. Just 31% of the previous worst drought inflow has arrived in storage over the last 32 months.

Water Allocation Statement

NSW Regulated River Water Sources



- All licence categories, except general security, have received a full allocation.
- No new allocation to general security water users is possible.
- General security water users on the Macquarie River below Burrendong Dam are now allowed to access 40% of their 1 July 2019 account balance. These users were fully restricted during the outgoing water year. There are no restrictions on access to water in accounts for Cudgegong water users.
- Water held in the Environmental Water Allowance is available in full.
- Trade of account water is permitted, however; water subject to restriction remains restricted.
- The above measures ensure water for all critical needs is secure this (2020-21) water year.
- The next water allocation statement will be on 12 August 2020.
- The Macquarie is in Stage 3 (severe) drought criticality and the Cudgegong Stage 2.

Namoi River

- Split Rock Dam is holding 18 GL (5%) and held around 6 GL (3%) this time last year.
- Keepit Dam is holding 61 GL (14%) and but reached a low of about 10 GL (1%) last year.
- All licence categories, except high and general security, have received a full allocation.
- High security licences have received a 90% opening allocation.
- No new allocation to general security water users in the Upper or Lower Namoi is possible.
- Restrictions on accessing general security account water have been lifted.
- Delivery of account water will depend on drought operational constraints and tributary inflows.
- The next water allocation statement will be on the first week of August 2020.
- The Lower Namoi is in Stage 3 (severe) drought criticality and the Upper Namoi stage 2.

Peel River

- Chaffey Dam storage is currently holding approximately 15 GL (15%) of water, and this time last year it was holding approximately 25 GL, about 24% full.
- Local water utility, domestic and stock access licence categories have received a starting allocation of 70%.
- High security licences have received a starting allocation of 50% of entitlement.
- No new allocation to general security water users is possible.
- Water for the critical needs, importantly Tamworth, is secure for the 2020-21 water year.
- With Chaffey Dam so low, no allocation to general security water users is possible.
- Investment in emergency drought infrastructure is saving water and extending supplies.
- The valley is in maximum Stage 4 drought criticality.

Gwydir River

- Copeton Dam is holding 178 GL (13%) and held about 120 GL (10%) at this time last year.
- All licence categories, except general security, have received a full allocation.
- No new allocation to general security water users is possible at this time.
- General security and environmental contingency allowance account balances operate continuously from one year to the next. Allocations are made as inflows surplus to higher priority needs are captured and regulated.
- Delivery of account water will depend on drought operational measures and tributary inflows.

Water Allocation Statement

NSW Regulated River Water Sources



- The next water allocation statement will be on 7 August 2020.
- The valley is in Stage 2 (recovering) drought criticality.

NSW Border Rivers

- Pindari Dam is holding 39 GL (13%). The dam was holding 17 GL (5%) this time last year.
- All licence categories, except general security, have received full allocations.
- General Security A class has received a 7.3% allocation.
- No allocation to General Security B class is possible until A class receives a full (100%) allocation, in accordance with the water sharing plan.
- There are no temporary water restrictions, but low storage levels mean deliverability of account water is challenging and depends on drought operational measures and tributary inflows.
- The valley is in Stage 3 (severe) drought criticality.

Coastal rivers

- The headwater storages in the Paterson (100%) and the Richmond (68%) have good supply.
- All licence categories in the Paterson and Richmond valleys have received full allocations.
- In the Hunter system, Glenbawn Dam is holding 295 GL (39% full) and Glennies Creek Dam is currently holding 104 GL (37% full). This time last year the headwater storages were half full.
- All licence categories in the Hunter system, except general security and high security, have received full allocations.
- High security licence holders have received 90% and general security 30% allocation.
- On the south coast, Brogo Dam is holding 8.6 GL (96% full). The dam held about the same level this time last year but dropped to a critically low 15% during 2019/20.
- All licence categories in the Bega Brogo, except general security, have received full allocations.
- General security licence holders have received 40% allocation.
- These small coastal storages are highly responsive and behave quite differently to large inland ones. They typically fill multiple times per year from coastal downpours. Also they can be drawn low in a year under very dry conditions and be filled from localised storms overnight.
- Coastal valleys are in Stage 1 (normal operations) drought criticality.

Water Allocation Statement

NSW Regulated River Water Sources



NSW Regulated River Allocations Table

WATER SOURCES	CATEGORIES	Amount
BEGA AND BROGO REGULATED RIVERS WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	REGULATED RIVER (GENERAL SECURITY)	0.4 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
	REGULATED RIVER (HIGH SECURITY) [TOWN WATER SUPPLY]	100 %
	SUPPLEMENTARY WATER	1 megalitre
BELUBULA REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
	SUPPLEMENTARY WATER	1 megalitre
BORDER RIVERS REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	REGULATED RIVER (GENERAL SECURITY A)	0.073 megalitre
	REGULATED RIVER (GENERAL SECURITY B)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
	SUPPLEMENTARY WATER	1 megalitre
GWYDIR REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
	REGULATED RIVER (HIGH SECURITY) [RESEARCH]	100 %
	SUPPLEMENTARY WATER	1 megalitre

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Water Allocation Statement

NSW Regulated River Water Sources



WATER SOURCES	CATEGORIES	Amount
HUNTER REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	MAJOR UTILITY [POWER GENERATION]	100 %
	REGULATED RIVER (GENERAL SECURITY)	0.3 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.9 megalitre
	SUPPLEMENTARY WATER	1 megalitre
LACHLAN REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	REGULATED RIVER (CONVEYANCE)	0.1658 megalitre
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.7 megalitre
LOWER DARLING REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	REGULATED RIVER (GENERAL SECURITY)	0.3 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
	SUPPLEMENTARY WATER	1 megalitre
LOWER NAMOI REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.9 megalitre
	REGULATED RIVER (HIGH SECURITY) [RESEARCH]	90 %
	SUPPLEMENTARY WATER	1 megalitre

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Water Allocation Statement

NSW Regulated River Water Sources



WATER SOURCES	CATEGORIES	Amount
MACQUARIE AND CUDGEGONG REGULATED RIVERS WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
	REGULATED RIVER (HIGH SECURITY) [RESEARCH]	100 %
	REGULATED RIVER (HIGH SECURITY) [TOWN WATER SUPPLY]	100 %
	SUPPLEMENTARY WATER	1 megalitre
MURRUMBIDGEE REGULATED RIVER WATER SOURCE	COLEAMBALLY IRRIGATION (CONVEYANCE)	0.8585 megalitre
	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %
	MURRUMBIDGEE IRRIGATION (CONVEYANCE)	0.641 megalitre
	REGULATED RIVER (CONVEYANCE)	0.1 megalitre
	REGULATED RIVER (GENERAL SECURITY)	0.1 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.95 megalitre
	REGULATED RIVER (HIGH SECURITY) [TOWN WATER SUPPLY]	100 %
	REGULATED RIVER (HIGH SECURITY) [ENVIRONMENTAL]	100 %
	REGULATED RIVER (HIGH SECURITY) [COMMUNITY AND EDUCATION]	100 %
	SUPPLEMENTARY WATER	1 megalitre
	SUPPLEMENTARY WATER (LOWBIDGEE)	1 megalitre
NSW MURRAY REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	EAGLE CREEK TEMPORARY CRITICAL CONVEYANCE	100 %
	LOCAL WATER UTILITY	100 %
	LOCAL WATER UTILITY [DOMESTIC AND COMMERCIAL]	100 %
	MATHOURA TEMPORARY CRITICAL CONVEYANCE	100 %

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Water Allocation Statement

NSW Regulated River Water Sources



WATER SOURCES	CATEGORIES	Amount
	MOIRA TEMPORARY CRITICAL CONVEYANCE	100 %
	REGULATED RIVER (CONVEYANCE)	0.5 megalitre
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.97 megalitre
	REGULATED RIVER (HIGH SECURITY) [COMMUNITY AND EDUCATION]	100 %
	REGULATED RIVER (HIGH SECURITY) [RESEARCH]	100 %
	REGULATED RIVER (HIGH SECURITY) [TOWN WATER SUPPLY]	100 %
	SUPPLEMENTARY WATER	1 megalitre
	WEST CORURGAN TEMPORARY CRITICAL CONVEYANCE [CRITICAL CONVEYANCE]	100 %
	PATERSON REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK
DOMESTIC AND STOCK [DOMESTIC]		100 %
DOMESTIC AND STOCK [STOCK]		100 %
REGULATED RIVER (GENERAL SECURITY)		1 megalitre
REGULATED RIVER (HIGH SECURITY)		1 megalitre
REGULATED RIVER (HIGH SECURITY) [TOWN WATER SUPPLY]		100 %
SUPPLEMENTARY WATER		1 megalitre
PEEL REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	70 %
	DOMESTIC AND STOCK [DOMESTIC]	70 %
	DOMESTIC AND STOCK [STOCK]	70 %
	LOCAL WATER UTILITY	70 %
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.5 megalitre
	REGULATED RIVER (HIGH SECURITY) [RESEARCH]	50 %
RICHMOND REGULATED WATER SOURCE	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	REGULATED RIVER (GENERAL SECURITY)	1 megalitre
	REGULATED RIVER (HIGH SECURITY)	1 megalitre
UPPER NAMOI REGULATED RIVER WATER SOURCE	DOMESTIC AND STOCK	100 %
	DOMESTIC AND STOCK [DOMESTIC]	100 %
	DOMESTIC AND STOCK [STOCK]	100 %
	LOCAL WATER UTILITY	100 %

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Water Allocation Statement

NSW Regulated River Water Sources



WATER SOURCES	CATEGORIES	Amount
	REGULATED RIVER (GENERAL SECURITY)	0 megalitre
	REGULATED RIVER (HIGH SECURITY)	0.9 megalitre

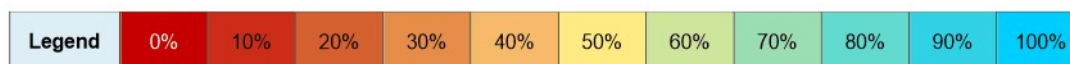
Water Allocation Statement

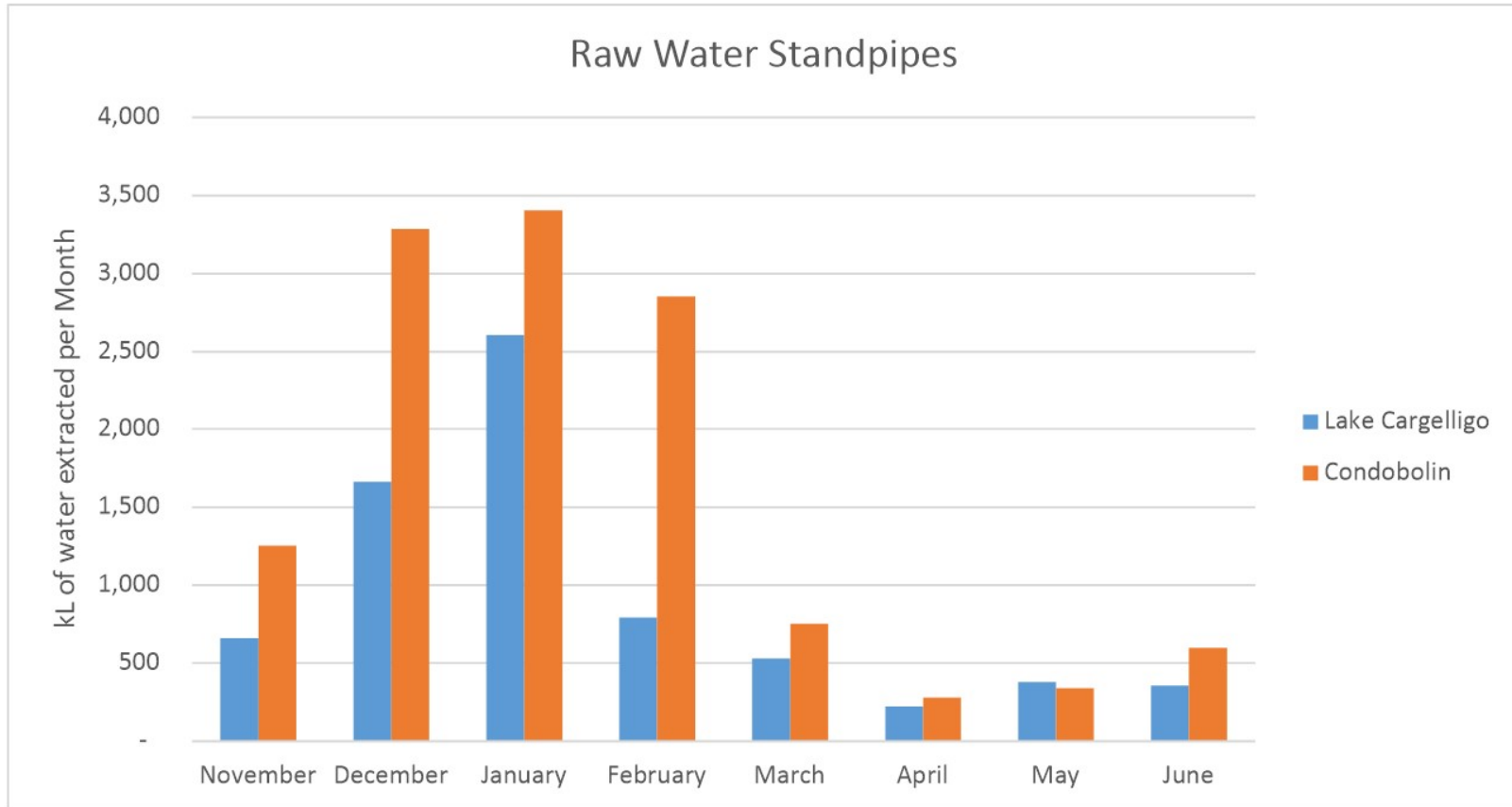
NSW Regulated River Water Sources



Storage Levels – Major NSW dams as at 25 June 2020

River Valley and Storage	Current Volume		Annual Change	This time last year
	%	GL	GL	
Lower Darling				
Menindee Lakes, Broken Hill	29%	480	464	1%
Murray Valley				
Dartmouth, Mitta Mitta (Vic)	50%	1,920	-550	64%
Hume Dam, Albury	35%	1,054	356	23%
Murrumbidgee Valley				
Burrinjuck Dam, Yass	43%	440	126	31%
Blowering Dam, Tumut	55%	881	159	45%
Lachlan Valley				
Wyangala Dam, Cowra	16%	198	-127	27%
Carcoar Dam, Carcoar	16%	6	-2	22%
Macquarie Valley				
Burrendong Dam, Wellington	23%	264	170	8%
Windamere Dam, Mudgee	27%	99	-21	33%
Namoi Valley				
Keepit Dam, Gunnedah	14.5%	61	50	3%
Split Rock Dam, Manilla	5%	18	6	3%
Chaffey Dam, Tamworth	15%	15	-11	27%
Gwydir Valley				
Copeton Dam, Inverell	13%	178	38	10%
Border Rivers				
Glenlyon Dam, Stanthorpe (Qld)	14%	35	12	9%
Pindari Dam, Inverell	13%	39	22	5%
Hunter Valley				
Glenbawn Dam, Scone	39%	291	-94	51%
Glennies Ck Dam, Singleton	37%	104	-46	53%
Lostock Dam, Gresford	102%	20	3	84%
Coastal Area				
Toonumbar Dam, Kyogle	68%	7	0	67%
Brogo Dam, Bega	94%	8	0	98%
Grand Total	34.5%	6,118	555	31%





10.5 ROTARY CONDOBOLIN - REQUEST TO PARTNER WITH COUNCIL**TRIM Number: R20/179****Author: Acting Director Infrastructure Services****PURPOSE**

Report to Council a request from the Condobolin Rotary Club to partner with Council to install 4 bench seats and shelters around Gum Bend Lake

SUPPORTING INFORMATION

Attachment 1 – Email request from Rotary Condobolin

Attachment 2 – Felton Industries proposal

Attachment 3 – Felton product details

BACKGROUND

In 2015/2016 the Rotary Club of Condobolin and Lachlan Shire Council collaborated to install 2 Picnic and BBQ shelters in Memorial Park Condobolin

ISSUES AND COMMENTS

Rotary Club of Condobolin wish to partner again with Lachlan Shire Council to install 4 bench seats and shelters located strategically around Gum Bend Lake. The locations are yet to be confirmed.

FINANCIAL AND RESOURCE IMPLICATIONS

The partnership is proposed to take the form of:-

- Rotary Club – Donate \$9,600 to Council for the purchase of 4 bench seats and shelter units from Felton's.
 - Council – Use \$9,600 to purchase the 4 seats and shelter units, with Council claiming the GST.
 - Council – provide funds and resources to install the seats and shelter units.
1. All materials estimated to cost \$1,500 ex GST.
 2. Plant and Labour costs estimated \$2,500. Total \$4,000.
 - Council maintain the asset.

This additional expense has not been identified in the recently adopted Operational and Delivery Plan. These works could be funded through the Gum Bend Lake Donations

LEGAL IMPLICATIONS

Local Government Act 1993

Local Government General Regulations 2005

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

Nil to date

Seating proposals such as this are not inconsistent with the types of improvements that the Gum Bend Lake Committee have been advocating for. However, this type of seating is not explicitly within the 6 year plan that the Committee have developed, nor in any recent grant submissions. If Council

resolve to support this request, then this proposal should be taken to the Gum Bend Lake Committee and seek their input on the location of these proposed seats and shelters.

OPTIONS

1. Accept the Donation from the Condobolin Rotary Club for \$9,600 for the purchase of 4 bench seats and shelters. Allocated \$4,000 from the Donation boxes to install the shelters.
2. Decline the Donation from the Condobolin Rotary Club and ask Rotary to reconsider the number of shelters, and request they fund their purchase and installation.
3. Decline the Donation from the Condobolin Rotary Club and ask Rotary to reconsider the design and number of shelters, and request they fund the purchase and installation of new shelters.
4. Decline the Donation.

CONCLUSION

Council has been presented with a proposal from the Condobolin Rotary Club for the purchase of additional shelters around Gum Bend Lake.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Outcome 5.7: Strong effective Council

Outcome 6.2: Increased recreational use of lake and rivers

ATTACHMENTS

1. **Rotary Club Condobolin - email request**
2. **Felton Industries proposal**
3. **Felton Double Bench Shelter details**

RECOMMENDATION

That:

1. The Acting Director Infrastructure Services Report R19/179 be received and noted
2. The donation of \$9,600 from the Condobolin Rotary Club for the purchase of 4 bench seats and shelters from Felton Industries be accepted.
3. Council authorise the allocated \$4,000 from the Donation boxes to install the shelters.
4. The Gum Bend Lake Advisory Committee be consulted on preferred locations for the bench seats and shelters.

Adrian Milne

From: Susan Bennett <rotaryclubcondobolin@gmail.com>
Sent: Tuesday, 23 June 2020 2:24 PM
To: Adrian Milne
Subject: Seating for Gumbend Lake
Attachments: Felton Industries Product Proposal 16066.pdf

Hi Adrian

Thanks for taking my call last week - we are very excited about finally getting this project underway.

I was requested by the members of the Club to ask if Council would purchase these on our behalf as the Club is not registered for GST.

I am led to believe this was the case for the BBQ's at Memorial Park however I am not sure of the process.

The Club can fund the pre-GST amount of \$9600.00 and hopes the Council can see the benefit of working with us to reduce the cost to the Club.

I have attached the formal quote from Felton Industries for your information and reference and look forward to hearing from you with regard to this.

I can be contacted on 0427 002 215 at any time.

Kind regards

Susan Bennett
President



P: 1800 22 00 55
 F: 1800 05 91 58
 E: sales@felton.net.au

FELTON INDUSTRIES PROPOSAL

Date 21-Feb-2020

Proposal No. 16066 - OPTION B
Organisation Names: ROTARY CLUB OF CONDOBOLIN
Contact Name: SUE BENNETT
Contact Number: Mob: 0427 002 215
Email Address: sooz_bennett@bigpond.com
Delivery Address: PICK UP FROM WAREHOUSE CONDOBOLIN NSW 2877

Dear Sue,

We are pleased to submit the following proposal for your consideration.

To Supply and Deliver;

Qty	Code	Description	Colour	Unit Price
4	FELDBSH	BENCH SHELTER DOUBLE RRP: \$2,450.00 PER UNIT SAVINGS PER UNIT: \$50.00 TOTAL SAVINGS: \$200.00 Double Planked, Seating up to 8. Seat Dimensions: 2020mm L x 500mm W x 400mm H Overall Dimensions: 2235mm L x 1560mm W x 2300mm H Manufactured with Inground Base Only. Finish: All Plank Marine Grade Anodised. Frames: APO Grey		\$2,400.00
1	DELIVERY	PICK UP FROM 92 PARKES ROAD CONDOBOLIN		\$0.00
			TOTAL COST	\$9,600.00 + 10% GST



P: 1800 22 00 55
F: 1800 05 91 58
E: sales@felton.net.au

This proposal is valid for 30 days & is subject to standard terms and conditions.

***UNLOADING: Please Note** - Unloading will be required to get the goods off the truck at your agreed delivery point (as detailed on your order confirmation). Unloading is the responsibility of the client at your agreed delivery point (standard delivery trucks do not have unloading facilities). If Felton International Group Pty Ltd arranges for the freight company to unload your order at site - unloading fees will be applied at the expense of the client. (Please request an unloading quote to be included in the above proposal if you do not have unloading equipment available)

PROPOSAL 16066 ACCEPTANCE:

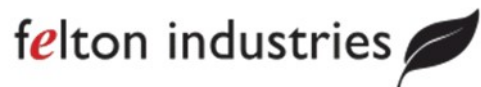
To order, please complete and return via Fax: 1800 05 91 58 or Email: bailey@felton.net.au

Full Name: _____ **Position:** _____
Signature: _____ **Date:** _____

Kind regards,

BAILEY SALTER |
E: bailey@felton.net.au | P:1800 22 00 55

<https://www.felton.net.au/shop/shelters/double-bench-shelter/>



1800 83 40 16

Double Bench Shelter

\$2,450.00 ex. GST

Product Code: FELDBSH

From bus stops through to recreation and rest areas, these shelters are constantly in use and have been designed to withstand high use environments. Ample cover from the elements with a sturdy Colorbond roof means this unit creates new standards in functionality.

- Seats up to 8
- Powder-coated frames – APO Grey
- Strong, vandal proof nyloc fixings
- Ironstone Colorbond roof provides weather protection
- Fully enclosed vermin and insect resistant frames
- In-ground only for stability
- Choice of colours available
- Coloured Safety End Caps available in red, blue, green, purple, yellow and orange

Overall Plan: 2215mm L x 1560mm W x 2225mm H

Seat: 2040mm L x 514mm W x 450mm H





ADD A SPLASH OF COLOUR WITH OUR COLOURED PATENTED SAFETY END CAPS

*PATENTED SAFETY END CAPS COME IN SILVER AS STANDARD



7 YEAR WARRANTY



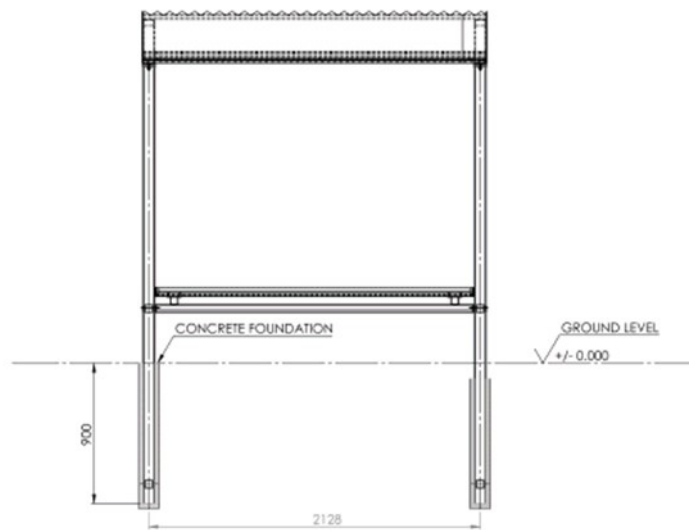
PREMIUM MATERIALS
SUPERIOR ENGINEERING



20% MORE ALUMINIUM



NEED HELP?
GET IN TOUCH



11 DEPUTATIONS

12 NOTICES OF MOTION

Nil

13 NOTICES OF RESCISSION

Nil

14 DELEGATES REPORT

Nil

15 CORRESPONDENCE

Nil

16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

17 PETITIONS

Nil

DRAFT

18 CLOSED SESSION

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

18.1 Tender 2020/10 - proposed council works depot condobolin

This matter is considered to be confidential under Section 10A(2)c and di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

18.2 Rates and Charges Donations - 2020/21

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

18.3 Tender Assessment - 3 Swimming Pool Operations

This matter is considered to be confidential under Section 10A(2)c, di and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

18.4 operation and Management of Willow Bend Sports Centre

This matter is considered to be confidential under Section 10A(2)a and c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors) and information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.5 Forbes Art Society - Sculpture Trail

This matter is considered to be confidential under Section 10A(2)diii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, reveal a trade secret.

18.6 81 Loughnan Street, Lake Cargelligo

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.7 Senior Staff Update

This matter is considered to be confidential under Section 10A(2)a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).