



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

Date: Wednesday, 24 March 2021
Time: 2:00pm
Location: Condobolin Council Chambers

BUSINESS PAPER

Ordinary Council Meeting

24 March 2021

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 February 2021

**MINUTES OF LACHLAN SHIRE
ORDINARY COUNCIL MEETING
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS
ON WEDNESDAY, 24 FEBRUARY 2021 AT 2:09PM**

PRESENT: Mayor John Medcalf (OAM), Cr Elaine Bendall, Cr Melissa Blewitt, Cr Mark Hall, Cr Peter Harris, Cr Brian Nelson, Deputy Mayor Paul Phillips, Cr Melissa Rees (arrived 4.09pm)

IN ATTENDANCE: Greg Tory (General Manager), Karen Pegler (Director - Corporate and Community Services), Adrian Milne (Director - Infrastructure Services), Jon Shillito (Director - Environment, Tourism and Economic Development), Carolyne Marchant (Minute Taker)

The Chair welcomed those present to the first meeting of 2021 and declared the meeting open at 2.09pm.

1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS

The Acknowledgement of Country and Elders was read by Cr Hall.

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

RESOLUTION 2021/1

Moved: Cr Mark Hall

Seconded: Cr Melissa Blewitt

That the apologies of Cr Dennis Brady and Cr Dave Carter be accepted and leave of absence be granted.

CARRIED

3 CONFIRMATION OF MINUTES

RESOLUTION 2021/2

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Elaine Bendall

That the minutes of the Ordinary Meeting held on 6 December 2020 be confirmed.

CARRIED

4 MAYORAL MINUTE

4.1 MAYORAL BOARD REPORT CENTRAL NSW JOINT ORGANISATION MEETING DECEMBER 4 2020

RESOLUTION 2021/3

Moved: Cr Elaine Bendall
Seconded: Cr Mark Hall

That

1. The Mayoral Report No. R21/28 be received and noted.
2. Council note that feedback has been provided to the CNSWJO Executive Officer on the revised Central NSW Visitor Economy Strategy 2021-2026.

CARRIED

4.2 MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR JANUARY - FEBRUARY

RESOLUTION 2021/4

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Melissa Blewitt

That:

1. The Mayor's Report No. R21/33 be received and noted.

CARRIED

Council requested that in the future the report should distinguish between functions attended by the Mayor and Deputy Mayor.

4.3 MAYORAL MINUTE - FEBRUARY

RESOLUTION 2021/5

Moved: Cr Melissa Blewitt
Seconded: Deputy Mayor Paul Phillips

That Council

1. Receive and note Mayoral Minute No R21/35.

CARRIED

5 PUBLIC FORUM

Nil

6 DISCLOSURE OF INTEREST

Cr Hall declared a Less Than Significant Non-pecuniary Interest in item 9.3 Environment, Tourism and Economic Development – Shipping Container Policy as he has a shipping container on his land.

7 GENERAL MANAGER

7.1 ACTIVE RESOLUTIONS - FEBRUARY 2021

RESOLUTION 2021/6

Moved: Cr Elaine Bendall
 Seconded: Cr Melissa Blewitt

That

1. The General Manager’s Report No R21/24 be received and noted.

CARRIED

7.2 LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM EXTENSION 2

RESOLUTION 2021/7

Moved: Cr Mark Hall
 Seconded: Deputy Mayor Paul Phillips

That

1. The General Manager’s Report No. R21/25 be received and noted
2. Council confirm the following list of priority projects for funding under the Local Road and Community Infrastructure Extension 2 Program.

Project Ranking	Project Name
1	Condobolin - Youth Centre renovation
2	Lake Cargelligo - Foster St Upgrade
3	Tottenham Swimming Pool Barbeque Area replacement
4	Tullibigeal Recreation Ground AFL and Netball shed
5	Albert - Barbeque and shade shelter in Park
6	Tottenham Hall ceiling and insulation replacement
7	Albert - Federation St shoulder sealing
8	Condobolin- Netball Courts LED lighting
9	Condobolin - SRA Ground LED lighting
10	Tullibigeal - Gymkhana area yard extension
11	Swimming Pool Improvement Projects – Lake Cargelligo, Condobolin and Tottenham
12	Lake Cargelligo - Foreshore Irrigation
13	Condobolin - SRA soccer ground irrigation
14	Tullibigeal - Racecourse skillion roof extension
15	Burcher - Old shower block renovation or camp kitchen
16	Tottenham - Water Tank Mural

3. The priority projects be submitted to the Commonwealth Government for approval as soon as possible.

CARRIED

7.3 MEMBERSHIP COUNTRY MAYORS ASSOCIATION OF NSW

RESOLUTION 2021/8

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Mark Hall

That:

1. The General Manager's Report No. R21/27 be received and noted.
2. Council join the Country Mayors Association of NSW with the Mayor and General Manager, or their nominated delegate, as Council's representatives.
3. That cost of membership be included in Council's future Operational Plan.

CARRIED

7.4 CONDOBOLIN MENS SHED

RESOLUTION 2021/9

Moved: Cr Melissa Blewitt

Seconded: Cr Elaine Bendall

That

1. The General Manager's Report No. R21/30 be received and noted.
2. Council offer the Condobolin Men's Shed long term accommodation at 7 Hay Street Condobolin.
3. A suitable Memorandum of Understanding be developed to communicate the benefits, liabilities and obligations of the parties.
4. The Condobolin Men's Shed members undertake grounds maintenance and minor building repairs at the site in lieu of rent for 3 years from the date of the first Memorandum of Understanding.
5. The Mayor and General Manager be authorised to offer these arrangements to the Condobolin Men's Shed and negotiate the terms of the Memorandum of Understanding.

CARRIED

7.5 MURRAY DARLING ASSOCIATION - CHANGE OF NAME CONSULTATION

RESOLUTION 2021/10

Moved: Cr Mark Hall

Seconded: Cr Elaine Bendall

That:

1. The General Manager's Report No. R21/34 be received and noted.
2. The General Manager complete the online MDA survey and Council participate in the consultation process.

CARRIED

7.6 ALGA CALL FOR NOTICES OF MOTION TO NATIONAL GENERAL ASSEMBLY 2021**RESOLUTION 2021/11**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Mark Hall

That:

1. The General Manager's Report No. R21/36 be received and noted.
2. Council determine any Notices of Motions it would like to submit to the Australian Local Government Association National General Assembly 2021
3. That the General Manager submit the following motion to the Australian Local Government Association National General Assembly 2021.

The National General Assembly calls on the Australian Government to invest in nation building projects where it can be established they will facilitate better road and transport connections between cities and with regions around Australia. The criteria for these projects should be based on the economic opportunities they create for freight and passenger movement, migration, service provision and business support, as these are known to contribute best to our national productivity.

CARRIED

The General Manager investigate a motion on Cost Shifting to Local Government.

8 CORPORATE AND COMMUNITY SERVICES**8.1 POLICY REVIEW - RELATED PARTIES DISCLOSURE POLICY****RESOLUTION 2021/12**

Moved: Cr Elaine Bendall

Seconded: Cr Mark Hall

That

1. The Director Corporate and Community Services Report No R20/357 be received and noted.
2. The revised Related Parties Disclosure Policy be adopted as presented.

CARRIED

8.2 DONATIONS**RESOLUTION 2021/13**

Moved: Cr Mark Hall

Seconded: Deputy Mayor Paul Phillips

That

1. The Director of Corporate and Community Services Report No. R21/1 be received and noted.
2. Council determine the amount of any donation to be granted to the:

CARRIED

At 2.52pm, Cr Peter Harris left the meeting.

RESOLUTION 2021/14

Moved: Cr Peter Harris
Seconded: Cr Melissa Blewitt

- i. Condobolin and District Historical Society - that Council donate the rates as requested for a twelve month period.

CARRIED

RESOLUTION 2021/15

Moved: Cr Mark Hall
Seconded: Deputy Mayor Paul Phillips

- ii. Condobolin Clay Target Club inc – that Council donate \$1000.00.

CARRIED

Cr Blewitt recorded her vote against the motion.

RESOLUTION 2021/16

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Brian Nelson

- iii. Tottenham Swimming Club – that Council donate \$300.00

CARRIED

RESOLUTION 2021/17

Moved: Cr Mark Hall
Seconded: Deputy Mayor Paul Phillips

- iv. Down the Track Program – that Council make a donation up to \$2000.00 and consider a further donation request next financial year.

CARRIED

At 2.55pm, Cr Peter Harris returned to the meeting.

8.3 INVESTMENTS AT 31 DECEMBER 2020

RESOLUTION 2021/18

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Melissa Blewitt

That:

1. The Director Corporate and Community Services Report No. R21/4 be received and noted.

CARRIED

At 3.06pm, Director Environment, Tourism and Economic Development left the meeting.

8.4 INVESTMENTS AT 31 JANUARY 2021

RESOLUTION 2021/19

Moved: Cr Mark Hall

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Corporate and Community Services Report No. R21/5 be received and noted.

CARRIED

At 3.07pm, Director Environment, Tourism and Economic Development returned to the meeting.

8.5 QUARTERLY BUDGET REVIEW 2 2021FY

RESOLUTION 2021/20

Moved: Cr Mark Hall

Seconded: Cr Melissa Blewitt

That:

1. The Director Corporate and Community Services Report No.R21/15 be received and noted.
2. Council adopt the Quarterly Budget adjustments as presented.

CARRIED

At 3.12pm, Director Environment, Tourism and Economic Development left the meeting.

At 3.13pm, Director Environment, Tourism and Economic Development returned to the meeting.

8.6 YOUTH STRATEGY UPDATE ON PROGRESS

RESOLUTION 2021/21

Moved: Cr Mark Hall

Seconded: Cr Melissa Blewitt

That the Director Corporate and Community Services Report R21/16 be received and noted.

CARRIED

9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

9.1 DEVELOPMENT DATA DECEMBER 2020 AND JANUARY 2021

RESOLUTION 2021/22

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Elaine Bendall

That the Director Environment Tourism and Economic Development Report No. R21/8 be received and noted.

CARRIED

9.2 RURAL AND INDUSTRIAL LAND USE STRATEGY

RESOLUTION 2021/23

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Mark Hall

That

1. The Director Environment Tourism and Economic Development Report No. R21/9 be received and noted.
2. Council endorse the preparation of a Rural and Industrial Land Use Strategy (RILS) including the seeking of quotations from appropriately qualified and experienced consultants to prepare the strategy.
3. Council be provided with regular updates regarding the preparation of the RILS.

CARRIED

Cr Hall declared a Less Than Significant Non-pecuniary Interest in item 9.3 Environment, Tourism and Economic Development – Shipping Container Policy as he has a shipping container on his land.

9.3 SHIPPING CONTAINER POLICY

RESOLUTION 2021/24

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Peter Harris

That

1. The Director of Environment, Tourism and Economic Development Report No. R21/10 be received and noted.
2. That the Shipping Container Policy be readvertised for a further 28 days to allow for public comment and highlight potential additional cost and restrictions.

CARRIED

9.4 FY2021 PROJECT MONTHLY UPDATE FOR JANUARY

RESOLUTION 2021/25

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Elaine Bendall

That:

1. The Director of Environment, Tourism and Economic Development Report No.R21/29 be received and noted.

CARRIED

10 INFRASTRUCTURE SERVICES

10.1 FY2021 ROADWORKS MONTHLY UPDATE FOR DECEMBER/JANUARY

RESOLUTION 2021/26

Moved: Cr Elaine Bendall

Seconded: Deputy Mayor Paul Phillips

That

1. The Director Infrastructure Services Report No. R21/6 be received and noted.

CARRIED

10.2 FY2021 RECREATION MONTHLY UPDATE FOR DECEMBER/JANUARY

RESOLUTION 2021/27

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That

1. The Director Infrastructure Services report R21/19 be received and noted.

CARRIED

10.3 FY2021 UTILITIES MONTHLY UPDATE FOR DECEMBER/JANUARY

RESOLUTION 2021/28

Moved: Cr Peter Harris

Seconded: Cr Melissa Blewitt

That

1. The Director Infrastructure Services Report No. R21/20 be received and noted.
2. Water restrictions be reduced in Condobolin back to Level 1 from 3 March 2021 until further notice.

CARRIED

10.4 AERODROME WATER STORAGE TANK - USER CHARGES UPDATE**RESOLUTION 2021/29**

Moved: Cr Peter Harris

Seconded: Cr Mark Hall

That

1. The Director Infrastructure Services Report R21/21 be received and noted
2. Council implement fees for accessing the water storage tanks :-
 - (a) Aerodrome treated water access fee per day - \$55.70
 - (b) Aerodrome treated water use per kL- \$9.84
3. Council place a limit of 50kL per day to be taken from the tank. Use of water from the tank remains at the discretion of the Director Infrastructure Services or their delegate.
4. Council install appropriate signage at Condobolin, Lake Cargelligo and Tottenham Aerodromes regarding use of the water storage.
5. Council review the fees on an annual basis in association with annual budget process.
6. Council consider funding options for the replacement of the Tottenham Aerodrome tank in the 2021/2022 Budget Process.

CARRIED

11 DEPUTATIONS

Nil

12 NOTICES OF MOTION

Nil

13 NOTICES OF RESCISSION

Nil

At 3.54pm the meeting paused for a break.

At 4.09pm the meeting resumed with Councillor Rees in attendance.

14 DELEGATES REPORT**14.1 MINING AND ENERGY RELATED COUNCILS - DRAFT MEETING MINUTES****RESOLUTION 2021/30**

Moved: Cr Mark Hall

Seconded: Cr Elaine Bendall

That:

1. Delegates Report No R21/31 be received and noted.

CARRIED

It was noted that Councillor Nelson attended the Road Safety Committee on 08.02.2021.

It was noted that Council Harris attended the official opening of a new business on behalf of the Mayor on 12.02.2021.

15 CORRESPONDENCE**15.1 CORRESPONDENCE FEBRUARY****RESOLUTION 2021/31**

Moved: Cr Elaine Bendall

Seconded: Cr Peter Harris

That:

1. The General Managers Report No R21/32 be received and noted.

CARRIED

16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVE

Nil

17 PETITIONS

Nil

18 CLOSED SESSION**RESOLUTION 2021/32**

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 Clean TeQ pipeline agreement update

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 Caravan Park Review and Options

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.

18.3 Contract extensions - Riverview Caravan park and lakeview caravan park

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.

18.4 Final 2020 Audit Management letter

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.

18.5 Tender Assessment - Condobolin and Tottenham Toddler Pool Filtration upgrade

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.

18.6 Offer to purchase land Walker and Loughnan Street Lake Cargelligo

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.

CARRIED

No members of the public were present.

RESOLUTION 2021/33

Moved: Cr Mark Hall

Seconded: Cr Elaine Bendall

That Council moves out of Closed Council into Open Council.

CARRIED

The motions adopted in Closed Meeting are as follows:

18.1 CLEAN TEQ PIPELINE AGREEMENT UPDATE**RESOLUTION 2021/34**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Mark Hall

That

1. The Director Infrastructure Services Report No. R20/343 be received and noted.
2. The General Manager be authorised to issue a consent to Clean TeQ Holdings Ltd for the construction of a water pipeline to the Sunrise Mine project site under Section 138 of the Roads Act 1993.

CARRIED

18.2 CARAVAN PARK REVIEW AND OPTIONS**RESOLUTION 2021/35**

Moved: Cr Peter Harris

Seconded: Cr Elaine Bendall

That

1. The Director Environment, Tourism and Economic Development Report No. R21/2 be received and noted.
2. Council proceed with option 2 in relation to Riverview and Lakeview Caravan Parks.
3. A further report be presented to Council in relation to the master plans for both parks, following community consultation, to allow Council to consider what master plans are advertised with the tenders to enter into a long term lease to operate and manage the two (2) parks.
4. Council proceed with option 6 in relation to State Centre (Tottenham) Caravan Park and authorises the General Manager to commence an investigation into this option, including community consultation.
5. A further report be presented on the costs, savings and potential offsets associated with option 6 following community consultation and feedback.

CARRIED

18.3 CONTRACT EXTENSIONS - RIVERVIEW CARAVAN PARK AND LAKEVIEW CARAVAN PARK**RESOLUTION 2021/36**

Moved: Cr Mark Hall

Seconded: Cr Peter Harris

That:

1. The Director Environment, Tourism and Economic Development Report No. R21/3 be received and noted.
2. The existing contract with P.R.O Management Pty Ltd for the operation and management of the Riverview and Lakeview Caravan Parks be extended from 28 February 2021 to 30 June 2021.
3. The Mayor and General Manager be authorised to sign a deed/contract with P.R.O Management Pty Ltd (and affix the Council seal if required).

CARRIED**18.4 FINAL 2020 AUDIT MANAGEMENT LETTER****RESOLUTION 2021/37**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

1. That the Director Corporate and Community Services report R21/17 be received and noted.
2. Congratulations to the Director Corporate and Community Services and staff for the successful audit results.

CARRIED**18.5 TENDER ASSESSMENT - CONDOBOLIN AND TOTTENHAM TODDLER POOL FILTRATION UPGRADE****RESOLUTION 2021/38**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That

1. The Director of Infrastructure Services Report No R21/22 be received and noted.
2. Council resolve to accept the revised Tender from Conseth Solutions for the Condobolin Toddler Pool upgrade and resurfacing of the Toddler pool for \$175,250.
3. Council resolve to accept the revised Tender from Conseth Solutions for the Tottenham Toddler Pool upgrade for \$184,545.
4. Council submit the Toddler Pool upgrade works as one additional project to the Local Road and Community Infrastructure Program. \$60,000 for Condobolin, \$35,000 for Tottenham and \$95,000 for Lake Cargelligo.
5. The Mayor and General Manager be authorised to sign the contract documents and affix the Council Seal.

CARRIED

18.6 OFFER TO PURCHASE LAND WALKER AND LOUGHNAN STREET LAKE CARGELLIGO

RESOLUTION 2021/39

Moved: Cr Peter Harris
Seconded: Cr Melissa Rees

That

1. The General Manager's Report No. R21/26 be received and noted.
2. Council accept the offer to purchase Lots 1, 6, 7 and 10 Section 58 DP 758595 Walker and Loughnan Streets Lake Cargelligo at \$25,000 per lot.
3. The General Manager engage Council's legal representative to prepare the contract documents and transact the sale.
4. The Mayor and General Manager be delegated authority to sign the contract documents and affix the Council Seal.

CARRIED

The Meeting closed at 5.08pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 24 March 2021.

.....
CHAIRPERSON

4 MAYORAL MINUTE

4.1 MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR

TRIM Number: R21/68

Author: Administration Coordinator - General Management

MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR MARCH

4 March - NSW JO Chairs Meeting, Parliament House Sydney (Mayor)

5 March - Country Mayors Association, Club York, Sydney (Mayor)

10 March - Budget Workshop (Mayor)

10 March - Strategic Briefing (Mayor)

11 March - CNSWJO Board Meeting, Blayney Shire Community Centre (Mayor)

16 March - Meeting with Minister Pavey and Dr Jim Bentley, Teams Meeting (Mayor)

16 March – ROSCCo, Condobolin Agricultural Research Centre, Condobolin (Mayor)

23 March - Bird in Hand Sculpture Opening (Mayor)

24 March – Budget Workshop (Mayor), (Deputy Mayor)

24 March - Ordinary Meeting of Council, Condobolin, (Mayor), (Deputy Mayor)

Appointments attended by the Deputy Mayor

March – Justin Loxley – Development procedures

March – Justin Loxley – Curlew Waters

March – Hargraves Rural – Land valuations re: council properties – Loughnan Street

March – Hargraves Rural – Rural block sizes for building approval

March – Betty Biggs – Water/Land Council Murrin Bridge

March – Skye Vagg – MLHD Director – Participation in Gym

March – Kate Stenhouse – MLHD – Crown Land – Eastern Side of Hospital

March – Allan Johnstone – Principal – Lake Cargelligo Central School – Cricket Nets

March – Ben Munroe – Police Sargent – Security Lights Foster Street

March – Judy Bartholomew – Murrin Bridge Land Council – Sewer Murrin Bridge? WHO? WHAT?

March – Topsy Townsend – Secretary – Show Society – Lake Show

March – Caravan Park issues – multiple meetings

March – Shane Phillips – Growing Lachlan – Youth Talk

ATTACHMENTS

Nil

RECOMMENDATION

That:

1. Mayoral Minute No. R21/68 be received and noted.

4.2 MAYORAL MINUTE - MARCH**TRIM Number: R21/71****Author: Administration Coordinator - General Management**

Congratulations to everyone that has been and is involved with the 'Utes In the Paddock' sculpture display. The 'Utes In the Paddock' were recently won an Australian Street Art Award in the category of Best Sculpture Park or Trail. The Lachlan Shire's win is a terrific effort for our shire and the region. With this sort of recognition Australia wide I believe it will increase our visitation to the Lachlan Shire and the region in the future and help our economy.

On Wednesday 10th March, I had the great honour of putting the shovel in the ground to recognise the start of construction for the new Council Depot project in the Industrial estate. This project has been a long time coming and will improve the safety and working conditions of our outdoor staff. This project is due for completion in early 2022.

I just have to mention something about the mice, they are certainly having an impact on everyone on farms and in town. It is certainly a sign of a good season but they just appear and disappear without notice so let's hope Mother Nature can make them disappear sooner rather than later. So keep vigilant on the work you are doing to keep the numbers down.

It is a very important time in the Council calendar with the budget. The staff and Council are formulating the budget at the moment. The draft 21/22 budget will go out on a twenty eight day period of public consultation in May, to be adopted in June. We hope you will review the budget once it is on public display and talk to your local councillors about any queries you may have or make a submission to Council.

Mayor

John Medcalf OAM

Lachlan Shire

0429937248

ATTACHMENTS

Nil

RECOMMENDATION

That:

1. The Mayoral Minute No. R21/71 be received and noted.

5 PUBLIC FORUM

6 DISCLOSURE OF INTEREST

DRAFT

7 GENERAL MANAGER

7.1 MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE AND AGM

TRIM Number: R21/59

Author: General Manager

PURPOSE

The purpose of this report is for the nomination of delegates to attend the Murray Darling Association's 77th National Conference and AGM on 16 to 19 May 2021.

SUPPORTING INFORMATION

Conference information,

Copy of Council Policy – Payment of Expenses and Provision of Facilities for Councillors.

BACKGROUND

Invitations have been received for Council to register delegates for the Murray Darling Association's 77th National Conference and AGM in Wentworth NSW on 16 to 19 May 2021. Council's policy for Payment of Expenses and Provision of Facilities for Councillors is relevant for delegates who attend the conferences.

ISSUES AND COMMENTS

Council's policy for the Payment of Expenses and Provision of Facilities for Councillors does not place limitations on the number of Councillors that can nominate to attend a conference or the number of conferences that can be attended by a Councillor in any one year.

The MDA 77th National Conference is a 2 day physical conference this year however plans are in place to deliver the conference virtually online should COVID-19 restrictions apply. Subject to current and further public health orders changes to the conference program, venue and arrangements could be expected.

To date Councillors Medcalf and Hall have expressed interest in attending the conference.

FINANCIAL AND RESOURCE IMPLICATIONS

Council's Operational Plan includes a funding allocation to permit Councillor attendance at conferences.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Non-attendance at conferences limits Council's ability to keep abreast of current and emerging issues relevant to local government.

STAKEHOLDER CONSULTATION

Nil

OPTIONS

1. Council determine if it wishes to send delegates to the 77th MDA National Conference and AGM on 16 to 19 May 2021 in Wentworth NSW and determine who the nominated delegates will be.

CONCLUSION

The 77th National MDA Conference and AGM in Wentworth NSW is scheduled for 16 to 19 May 2021. Council should nominate delegates to attend the conference.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP Outcome 4.2: Strong Effective and Responsive Council

ATTACHMENTS

1. **Payment of Expense Policy** [↓](#)
2. **77th MDA Conference details** [↓](#)

RECOMMENDATION

That:

1. The General Manager's Report No. R21/59 be received and noted.
2. Council nominate delegates to attend the Murray Darling Association National Conference and AGM at Wentworth NSW from 16 to 19 May 2021.



Policies, Procedures and Guidelines

PAYMENT OF EXPENSES & PROVISION OF FACILITIES TO COUNCILLORS POLICY

CODE002

BACKGROUND

The purpose of the Policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by councillors. The policy also ensures that the facilities provided to assist councillors to carry out their civic duties are reasonable.

OBJECTIVE

To define, in conformity with the requirements of Section 252 of the *Local Government Act 1993*, the Council's policy on the payment of expenses and provisions of facilities for Mayor and Councillors in discharging the functions of civic office and when attending on Council business.

POLICY

Reporting Requirements

In accordance with Section 428 of the *Local Government Act 1993* and Clause 217 of the *Local Government (General) Regulation 2005* Council is required to include in its Annual Report the following information regarding the payment of expenses and provision of facilities to Mayor and Councillors:

- (i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),
- () telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,
- (i) the attendance of councillors at conferences and seminars,
- (ii) the training of councillors and the provision of skill development for councillors,
- (iii) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (iv) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (v) the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the

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provision of facilities for Mayors and Councillors for Local Councils in NSW prepared by the Director-General from time to time,

(viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions

In accordance with Circular 06-57 from the Office of Local Government, Council shall also provide a copy of this policy to the Office of Local Government.

Approval Arrangements

Attendance at conferences, travel on Council business and the like is to be, where possible, approved by a full meeting of the Council. If this is not possible then the approval is to be given by the Mayor.

The Mayor may attend any function, training or conference that he/she deems appropriate without seeking prior approval from the Council or another councillor. Such events are to be reported to the next meeting of Council by way of a report by the Mayor.

When travel involves overnight accommodation, an *Authority to Travel* form must be completed at least one week prior to the event and forwarded to the Executive Assistant for filing (see attached form)

PAYMENT OF EXPENSES

Annual Fees - Mayor

Council will determine annually the fee to be paid to the Mayor in accordance with Section 249 of the *Local Government Act 1993*. This fee, which is in addition to the councillor’s fee, will be paid to the Mayor monthly in arrears.

Annual Fees – Deputy Mayor

Council will determine annually the fee to be paid to the Deputy Mayor in accordance with Section 249(5) of the *Local Government Act 1993*. This fee, which is to be deducted from the Mayor’s fee, and is in addition to the councillor’s fee. This fee will be paid to the Deputy Mayor monthly in arrears.

Annual Fees – Councillors

Council will determine annually the fee to be paid to the Councillor in accordance with Section 248 of the *Local Government Act 1993*. This fee will be paid to councillors monthly in arrears as provided by Section 250 of the Act.

Payment of Expenses and Limitation of Time

Where there is a right under this Policy to claim reimbursement of costs and expenses, reimbursement will only be made upon the production of appropriate receipts and tax invoices, and the completion of the required claim forms.

Councillors must seek reimbursement of expenses within three (3) months of incurring that expense. Claims submitted outside of this period shall NOT be paid.

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Spouse and Partner Expenses

Except as provided below, councillors are required to meet all expenses incurred by spouse/ partners in attending conferences and seminars including any additional cost supplement for accommodation.

Limited expenses of spouses, partners or accompanying persons associated with attendance at the Local Government NSW annual conference may be met by Council. The expenses will be limited to the cost of registration and the official conference dinner. Travel expenses, any additional accommodation expenses, and the cost of partner / accompanying person tours etc are the personal responsibility of individual councillors.

SPECIFIC EXPENSES FOR MAYORS AND COUNCILLORS

Attendance at Seminars and Conferences

Council will meet the costs associated with councillors attending conferences or seminars that have been authorised by Council resolution or approved under delegated authority by the Mayor and General Manager as follows:

- The payment of registration fees
- Accommodation (see page 11)
- Reasonable sustenance and incidental expenses (see page 12)
- Travel (see next page)

Where such costs are paid by Council and the Councillor does not attend the conference or seminar the Councillor shall be personally liable to repay all amounts paid to Council. Where the Councillor believes there are extenuating circumstances for non-attendance the Councillor may apply to Council to have such repayment waived

Travel Arrangements and Expenses

Transportation

Where Council Officers are attending any meeting, conference, seminar or function and are travelling by motor vehicle Councillors will, where practical, travel to and from the meeting, conference, seminar or function with the Officers.

Should travel with an Officer be impractical, then the Councillor will make a request of the Mayor or General Manager (or the General Manager’s nominee) to authorise travel by the most direct route to and from the meeting, conference, seminar or function either in a ‘pool’ vehicle or the Councillor’s private vehicle. (See below).

A travelling allowance, based on the rates applicable under the relevant State Award (or its successors), or the cost of the equivalent return first class rail fare or air fare (whichever is the lesser amount) will be paid to the Councillor upon presentation of the appropriate claim form, where the Councillors private vehicle is used.

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Where distances or practicality prevent travel by motor vehicle Council will meet the cost of either the return first class travel by rail or return economy class airfare together with taxi fares to and from the railway stations or airports for councillors attending meetings, conferences seminars or functions.

Where road travel is required over a time period greater than 3 hours each way then Council approved air travel may be utilised.

Class of Air Travel

Economy Class travel will be used for all official air travel, with the exception that Business Class travel may be used for air travel to destinations overseas.

Private chartered flights or hired planes may also be used where appropriate.

Use by Councillors of Their Private Motor Vehicle(s)

Where car pool vehicles are unavailable Council will meet the cost of councillors using their own motor vehicle for travelling by the most direct route to and from the destination (plus an allowance for incidental kilometres on overnight stays) for:

- a) meetings of the Council or the meetings of any Committee of the Council, Working Party, Taskforce, forum or the like, of which the Councillor is a member; or any briefing, community consultation, or the like, organised or authorised by the Council.
- b) business or inspections within or outside the Council area in accordance with a resolution of the Council.
- c) periodical conferences and/or meetings of organisations of which the Council is a member or other meetings specifically authorised by resolution of Council or where a Councillor has been elected as the Council's delegate to an organisation
- d) any meeting, conference or function on behalf of the Council or the Mayor when such attendance is authorised.

Councillors are to lodge claims for travelling expenses within a period of three months after which the expense was incurred and the claim is to be on the appropriate form. The Councillor will also lodge with any claims a log of the journey in the "Councillor Expense Claim" form.

The total quantum of travelling expenses paid for the use of a Councillor's motor vehicle by a Councillor for travelling on Council business is to be either:

- (i) an amount calculated according to the rates applicable under the Local Government State Award (or its successors), or;
- (ii) an amount equivalent to the cost of a return first class rail fare, or air fare whichever is the lesser amount.

Frequent Flyer Points

Councillors shall not be entitled to claim frequent flyer points relating to air travel authorised by this policy. In circumstances where the Councillor has no option but to pay for air travel and frequent

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flyer points are accrued to his/her personal account, the Councillor will surrender the points to the airline upon reimbursement of the airfare by Council.

Accommodation whilst out of the Council Area

Council will meet the cost of accommodation for councillors attending to Council business, inspections, meetings, conferences or functions outside the Council area which are authorised by the Council or Mayor.

Council will meet the cost of accommodation for each Councillor at the venue of the conference or seminar or at another suitable location providing an equivalent standard of accommodation in close proximity to the venue.

When traveling by motor vehicle to conferences or seminars that require the Councillor to break their journey the Council will meet the accommodation and meal expenses of the Councillor, provided that the accommodation is located along the most direct and practicable route when journeying to and from the conference or seminar venue.

Sustenance and Incidental Expenses

Sustenance whilst on Council Business within Australia

Where no meals are provided Council will meet the cost of reasonable sustenance for councillors attending to Council business, inspections, meetings, conferences, seminars or functions which are authorised by the Council or Mayor

Sustenance will be paid on an actual cost basis or reimbursed following the receipt of an appropriate claim and supported by receipts. Where details to support the expenditure are not available a sum of up to \$35 may be paid for each meal.

Incidental expenses whilst on Council business within Australia

Council will meet reasonable incidental expenses for councillors associated with conferences and seminars, or such other forums as the Council approves, on an actual cost basis upon the production of receipts and duly authorised claims.

Sustenance and incidental expenses whilst on Council business outside Australia

Council will, in the case of approved Overseas Travel for councillors, pay an allowance equivalent to that applicable in tax ruling TR2003/7 for federal public servants (to be paid as if the councillors received a salary in the mid range) or any other document that should replace the above tax ruling.

Functions

Official Functions

Council will meet the costs of the Mayor and councillors and their spouse / partner when they attend Council-organised functions.

Community Functions within the Lachlan Shire

In those cases where the Mayor and councillors are invited to attend any official function that is of such a nature that the councillor's spouse / partner would normally be expected to accompany the

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councillor, any reasonable costs associated with the attendance of the spouse / partner will be met by Council. This includes instances where a councillor is representing the Mayor.

The payment of expenses for attending functions as permitted above will be limited to the ticket, meal and / or the direct cost of attending the function. Peripheral expenses incurred by spouses / partners / accompanying person such as grooming, special clothing and transport are not considered reimbursable expenses.

The Council will NOT meet any costs associated with attendance at fund-raising activities or rallies held by registered political parties or groups.

Training and Educational Expenses

Councillors will be provided with any necessary training / education in the use of equipment supplied by the Council or in sessions relating to issues like probity, pecuniary interests or other issues that has been authorised by Council resolution or approved under delegated authority by the Mayor or General Manager.

Council will meet the full cost of attendance of councillors at any of these sessions in the same manner as applicable to a Councillor's attendance at Conferences, Seminars and the like.

Care and other related Expenses

Councillors who require access to childcare, in order to attend Council meetings, events and activities will be provided with child care through a registered and accredited child care provider, at Council's expense.

In addition the reimbursement of the reasonable cost of other carer arrangements is also provided for. Carer arrangements include the care of elderly, disabled and/or sick immediate family members of councillors, to allow councillors to undertake their council business obligations.

Council will also reimburse the payment of other related expenses associated with the special requirements of councillors such as disability and access needs, to allow them to perform their normal civic duties and responsibilities. The payment of expenses for attending functions as permitted above will be limited to the ticket, meal and / or the direct cost of attending of the carer to attend functions to support the councillor. Peripheral expenses incurred by carers such as grooming and special clothing are NOT considered reimbursable expenses.

Councillors seeking to claim carer expenses are to provide sufficient documentation to support their claim. Councillors claiming the carer expense should not be subject to criticism for doing so.

Council will meet councillors' reasonable medical expenses associated with travel on approved Council business.

Insurance Expenses and Obligations

Council will effect and maintain Personal Accident Insurance and Professional Indemnity cover for councillors.

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Council will also take out full travel insurance, which includes personal effects, personal accident and travel accident or sickness insurance, where appropriate, for councillors involved in overseas, interstate or intrastate travel on Council business.

Council will effect and maintain insurance to cover any loss or damage to Council property in the possession or control of councillors.

At any time during the currency of this policy, additional insurance may be taken out to cover councillors, if and when it is identified.

Legal Expenses and Obligations

If the Mayor or a Councillor incurs legal expenses in an inquiry, investigation or hearing instigated by any of the following:

- Independent Commission Against Corruption
- The Office of the Ombudsman
- The Office of Local Government
- The Police
- The Director of Public Prosecutions
- The Local Government Pecuniary Interest Tribunal
- The Australian Securities Commission
- Any other person, body or authority approved by a resolution of Council
-

and the enquiry, investigation or hearing results from the Mayor or Councillor discharging their duty, or relates to the office of Mayor or Councillor, then the Council may, after considering this matter (and an estimate of the cost) resolve to pay such expenses incurred.

This assistance is on the basis that the costs do not vary substantially from the estimate considered by Council provided that:

- a) the amount of such reimbursement shall be reduced by the amount of any monies that may be or are recouped by the Councillor; and
- b) the enquiry, investigation, hearing or proceeding results in a finding substantially favourable to the Councillor; and
- c) The costs are only paid after the hearing, enquiry or investigation.

Council will not meet the legal expenses of proceedings initiated by the Councillor under any circumstance

PROVISION OF FACILITIES FOR COUNCILLORS

PROVISIONS

Each Councillor will be provided with:

- Business Cards

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- Diary
- Name badge

In addition councillors may be provided with ties/scarves and or corporate clothing for use when representing the Council up to a value of \$500 per term.

EQUIPMENT

Computers

Council will provide each Councillor with an Apple Ipad (or mobile tablet of similar quality) to assist in accessing Council information. Each device will be fitted with appropriate software to enable the Councillor to carry out his or her responsibilities.

Each device will be loaded with the current polices, plans and key documents of Council and will be able to store Council meeting reports and minutes.

Where Councillors reside outside normal mobile phone coverage areas Council will provide a suitable internet connection

Business papers will be provided by email, drop-box or similar or at Councils website.

Virus scanning processes will be set to automatically run when the machine is turned on.

All use is to be in accordance with Council’s current policies on email and Ipad use. The equipment and information held on it remains the property of the Council.

Reasonable technical support and training will be provided.

Emails

Each Councillor will be provided with an email address for official use. All emails received or sent will go through Councils official records management systems and will remain the property of Council

MEALS

Ordinary Meeting

Councillors shall be provided with a light meals on the days of Ordinary Meetings.

Committee, Briefings and Working Party Meetings

Councillors shall be provided with light refreshments at committee, briefing and working party meetings, commensurate with the time of day that the meeting is to be held, and the amount of business to be conducted at the meeting.

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PROVISION OF ADDITIONAL EQUIPMENT AND FACILITIES FOR MAYOR

It is recognised that the Mayor of the day has specific needs to adequately meet the demands of civic office.

Accordingly the Mayor, in addition to the facilities outlined elsewhere in this Policy, will be provided with the following facilities:

Office Facilities and Secretarial / Clerical Support

The Mayor will be provided with a fully furnished office and telephone as well as secretarial / clerical support, during normal office hours, for work directly associated with the official functions and duties of the office of Mayor.

Council will meet the cost of postage of correspondence forwarded by the Mayor in the conduct of official duties.

Mayoral Vehicle

Council will provide to the Mayor, at its cost, a registered, insured, maintained and fuelled vehicle for use by the Mayor on official duties and for private use.

The vehicle is provided on the following basis:

- The changeover of the vehicle is to occur in accordance with Council’s Motor Vehicle Policy or practices
- The Mayor is to be provided with a suitably equipped vehicle commensurate with the requirements of the Office of Mayor in accordance with Council’s Motor Vehicle Procurement Policy that is in place at the time of purchase. The standard of vehicle shall be equivalent to a Toyota Prado VX model.
- The Mayor is to enter into Council’s standard agreement for the use of the vehicle, which is the subject of this Policy.

Car Parking

Car parking will be available in the car park at the Council Administration Centre for use of the Mayor.

Mobile Telephone

A mobile telephone will be provided to the Mayor for use in relation to official functions and duties of the office of Mayor and the Council will meet the cost of maintenance, rental and calls. A call limit of \$1,500 per annum is to be applied.

Council’s Mobile Phone Policy shall be applied.

Mayoral Robes and Chains

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Mayoral chains, robes and other insignia of office will be provided to the Mayor to be worn at civic functions.

Gifts

The Mayor undertakes a range of civic, ceremonial and promotional activities.

In recognition of this the Mayor will be provided with mementos such as ties, scarves, cuff links and books for presentation to people who have made significant contributions to the community, dignitaries or guests who visit the area.

The Mayor at his/her absolute discretion may provide councillors with mementos for presentation, by the councillors, to people visiting the area who it is considered have made significant contributions to the community, are dignitaries or are guests who visit the area.

Photographs

The Mayor will be given an official framed photograph of himself/herself as a memento of his/her term in Office.

Credit Card

- The Mayor will be provided with a Corporate Credit Card to facilitate payment of incidental expenses such as attendance at functions, parking and sustenance in conjunction with discharging the functions of the Mayoral Office.
- The credit card will have a limit of \$3,000.
- The account is to be in the name of Lachlan Shire Council, the card being personally issued to the Mayor. The application form is to be signed by the Mayor.
- The credit card is to be used for Council-related business expenditure only.
- The credit card must not be used for obtaining cash advances.
- Upon completion of the Mayoral term, the credit card is to be returned to the General Manager on or prior to the date the term ceases.
- On-going use of the credit card by the Mayor will be in accordance with and subject to any other policy relating to the use of such credit facilities adopted by Council from time to time.

Community Functions

In those cases where the Mayor is invited to attend any official function that is of such a nature that the councillor’s spouse / partner would normally be expected to accompany the councillor either within or outside of the Council area, any reasonable costs associated with the attendance of the spouse / partner will be met by Council.

The payment of expenses for attending functions as permitted above will be limited to the ticket, meal and / or the direct cost of attending the function. Peripheral expenses incurred by spouses / partners / accompanying person such as grooming, special clothing and transport are NOT considered reimbursable expenses.

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The Council will NOT meet any costs associated with attendance at fund-raising activities or rallies held by registered political parties or groups.

PROVISION OF ADDITIONAL EQUIPMENT AND FACILITIES FOR DEPUTY MAYOR

It is recognised that the Deputy Mayor of the day has specific needs to adequately meet the demands of civic office and to assist the Mayor.

Accordingly the Deputy Mayor, in addition to the facilities outlined elsewhere in this Policy, may be provided with the following facilities:

Office Facilities and Secretarial / Clerical Support

The Deputy Mayor will be provided with secretarial / clerical support, during normal office hours, for work directly associated with the official functions and duties of the office of Deputy Mayor.

Council will meet the cost of postage of correspondence forwarded by the Deputy Mayor in the conduct of official duties.

Mobile Telephone

A mobile telephone will be provided to the Deputy Mayor for use in relation to official functions and duties of the office of Mayor and the Council will meet the cost of maintenance, rental and business calls. A call limit of \$1,200 per annum is to be applied.

Council’s Mobile Phone Policy shall be applied

PRIVATE USE OF EQUIPMENT AND FACILITIES

Councillors should generally not obtain private benefit from the provision of equipment and facilities, nor from travel bonus or any such loyalty schemes. However, it is acknowledged that incidental use of council equipment and facilities may occur from time to time. Such incidental private use is not subject to a compensatory payment.

OTHER MATTERS

Acquisition and Returning of Facilities and Equipment by Councillors

Equipment to Remain the Property of the Council

Any equipment or office machinery provided to councillors remains the property of the Council. It is to be returned to the Council, in good working order and condition having regard to the age of the equipment, within 21 days of the Councillor ceasing to hold office unless otherwise specified in this policy.

Councillors will be responsible for meeting the cost of repairs to any damaged equipment.

Special Circumstances

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If special circumstances arise where it is impractical for the strict terms of this policy to be applied the General Manager may authorise a one-off variation to the policy to meet those special circumstances.

Status of the Policy

This policy, once adopted, is to remain in force unless it is reviewed beforehand by the Council in accordance with the provisions of Sections 253 and 254 of the *Local Government Act 1993*.


Limits

In accordance with the guidelines issued by the Office of Local Government the following table establishes the reasonable limits for all expenses and facilities covered by this policy.

Expense or Benefit	Type	Relevant clause	Per Event
Travel expenses	Air fares	10.2.2.1	Standard charge applicable at the time
	Private vehicle	10.2.2.3	Rates as described in the Local Government State Award applicable at the time
Accommodation	Shires Conference	10.2.2.5	Standard room rate charged by the conference venue
	Other conferences and	10.2.2.5	Standard room accommodation up to a maximum of \$350 per night in capital cities and \$250 elsewhere
Sustenance	Conferences and functions	10.2.3.1	The charge levied by the conference organisers for the meals included in the conference
	Conferences	10.2.3.1	Up to a maximum of \$60 per head per meal – not including alcohol
	Conferences	10.2.3.1	Where receipts are not available \$35 may be paid per meal
Incidentals	Taxi fares, parking fees	10.2.3.2	Taxi fares up to a maximum of \$100 per day and parking fees up to \$70 per day
Sustenance	Community and Council functions within the	10.2.4.1	Cost of the ticket for the Councillor and partner
Mobile Telephone	Mayor	12.4	\$1,500per annum per month
	Deputy Mayor	13.2	\$1,200 per per annum
Carer Costs	Councillors		Maximum \$2,000 per annum
Clothing	Councillors		\$500 per annum
Meal at Council Meetings	Councillors		Maximum \$40 per head

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COUNCILLOR EXPENSE CLAIM FORM							
		COUNCILLOR:					
		ADDRESS					
		CREDITOR NO.					
		JOB NO.					
CLAIM FOR THE MONTH OF:							
TRAVEL EXPENSE CLAIM							
DEPART			ARRIVE			MEETING	
Date	Time	Place	Date	Time	Place	DETAILS	KM
TOTAL KM:							
Motor vehicle details							
Make/Model		Engine Capacity			Under 2.5L / Over 2.5L <small>(Cross out one that does not apply)</small>		
OTHER EXPENSES					JOB NO.		
FARES AND PARKING FEES (attach receipts)							
Details:					\$		
ACCOMMODATION (attach receipts)							
Details:					\$		
MEALS:		a) per attached receipts			\$		
) @ \$35			\$		
TOTAL CLAIM:							
\$							
Signature of Claimant:							
				/ /			
				Date			
Authorised for							
General Manager/Director							

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**COUNCILLOR
AUTHORITY TO TRAVEL**

DATE: _____ **COUNCILLOR:** _____

PURPOSE OF JOURNEY: _____

NB: Please attach copy of programs, registration form, agenda or relevant documentation.

DESTINATION: _____

Expected time of departure: _____ Date of departure: _____

Expected time of return: _____ Date of return: _____

TRANSPORT TO BE ORGANISED? Yes No
 (Air) (Bus) (Train) (Car)

ACCOMMODATION TO BE ORGANISED?

Check in date: _____ Motel preference: _____

Check out date: _____

Single Double Twin _____

REGISTRATION FEE AND FORM TO BE ORGANISED? Yes No
 Please attach completed registration form

HIRE CAR AT DESTINATION? Yes No

SPECIAL ARRANGEMENTS TO BE ORGANISED? Yes No
 Please supply details

BUDGET ALLOCATION NUMBER: _____ **CURRENT BALANCE:** _____
APPROVED BY:
 _____ and _____
 Mayor General Manager

DECLARATION: I confirm that actual details of my journey were undertaken as claimed above. (To be signed by Councillor on return)

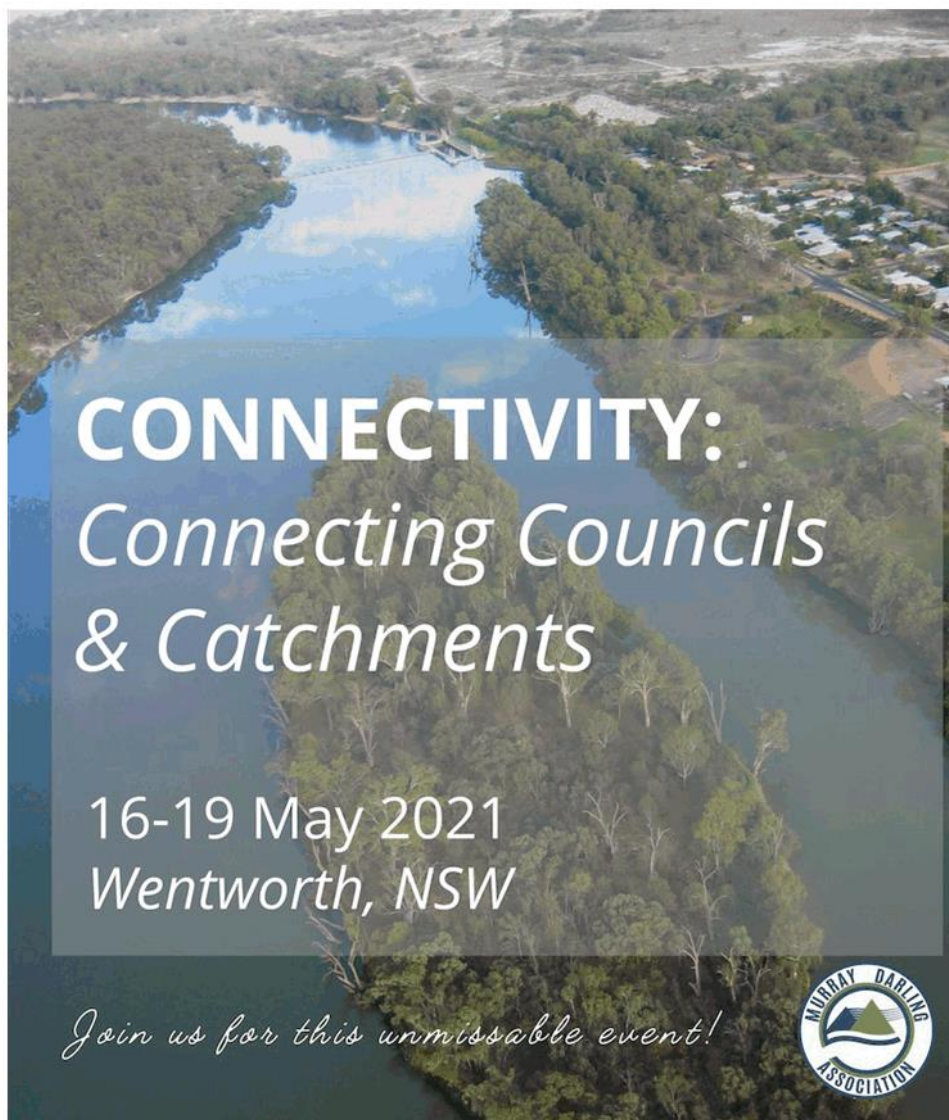
 Name Signature Date

Further Information: Lachlan Shire Council ☐ 0268951900 ☐ Email: council@lachlan.nsw.gov.au				Page 1 of 14
Version: 6	Commencement Date: Version 1 Nov. 2008	Last Review Date: May 2018	Next Review Date: September 2020	TRIM No.

Greg Tory

From: Emma Bradbury <admin@mda.asn.au>
Sent: Thursday, 25 February 2021 3:49 PM
To: Greg Tory
Subject: Reminder - Invitation to the 77th National Conference and AGM

EARLY BIRD OFFER - DON'T MISS OUT



Dear Greg

You've received this email because you influence outcomes related to water, infrastructure, regional communities, agriculture or the environment. Like all our members and partners, you contribute to decisions that impact how we protect and thrive from the Murray-Darling Basin and sustain these benefits into the future.

We'd love for you to join us in **Wentworth** on **16 - 19 May 2021** for our **77th National Conference & AGM**.

Hosted by Wentworth Shire Council, this year's conference experience includes a unique study tour to the Menindee Lakes, two-days of forward thinking conversation and the Annual General Meeting. The conference also includes a range of social events giving you the chance to connect with other Basin leaders, including the Civic Reception, Gala Dinner and an informal afternoon tea on the PS Ruby.

To thank you for being part of the MDA community, we are offering an **early bird offer** if you purchase your ticket by **31 March 2021**.

Don't miss out on this exciting event!

REGISTER HERE

LEARN MORE

Early Bird Passes



\$699*

Members

\$850*

Non-Members



\$405*

Members

\$450*

Non-Members



\$175*

Members

\$185*

Non-Members

** Early bird pricing available until 31 March 2021*

New Covid Impacted Event Response Policy.

If this event turns virtual due to emerging COVID-19 restrictions, in person ticket holders will be entitled to a refund of the difference between their in person package and a full conference pass virtual, less a 10% administration fee. The refund will be processed 1 week following the conference.

Ticket holders impacted will also receive a 10% discount on next year's fee.

If you need a COVID-19 ticket transfer, please call our friendly team on (03) 5480 3805.



Questions?

Please contact the MDA via:

Phone: (03) 5480 3805

Email: admin@mda.asn.au

If you no longer want to receive emails for this event, please [Unsubscribe](#)

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7.2 REMOTE ATTENDANCE BY COUNCILLORS AT COUNCIL MEETINGS

TRIM Number: R21/63

Author: General Manager

PURPOSE

To inform Council of a consultation paper that has been received from the Office of Local Government regarding proposed changes to the Model Meeting Code of Practice.

SUPPORTING INFORMATION

A copy of the Remote Attendance by Councillors at Council Meetings consultation paper is attached.

BACKGROUND

Temporary amendments were made to the Local Government Act 1993 in March 2020 in response to the COVID-19 pandemic allowing councillors to participate in meetings remotely by audio-visual link. The amendments allowing remote attendance are time limited and will automatically expire on 25 March 2021.

Some councils have called for the option of remote attendance to be made available to them on an ongoing basis to encourage greater diversity of representation. The Government agrees that allowing remote attendance by councillors at meetings may serve to remove some of the impediments that currently prevent underrepresented groups from serving on their local councils.

The Government is therefore proposing to amend the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code) to include non-mandatory provisions that allow councils to permit councillors to attend Council and committee meetings remotely by audio-visual link in certain circumstances.

ISSUES AND COMMENTS

While councils will be required to resume meeting in person from 26 March 2021, as an interim measure, the Local Government (General) Regulation 2005 will be amended to allow councils to permit individual (but not all) councillors to attend meetings remotely until 31 December 2021 pending the changes to the Model Meeting Code.

While the Government strongly supports the objective of encouraging greater diversity of representation on councils, this should be counterbalanced by the need to ensure communities are effectively represented by their elected councillors. The Government believes that to be effective local elected representatives, councillors need to live or work in the area and should exercise their duties diligently. Councillors should not, for example, be permitted to move interstate or overseas and attend every third meeting remotely to collect their fees. Councillors should also not be permitted to attend meetings while at work where their attention may be focussed on matters other than Council business.

To ensure this does not occur, the grounds on which councillors will be permitted to attend meetings by audio-visual link will be limited. Under the proposed new provisions, councils will only be able to give approval for individual councillors to attend a meeting remotely by audio-visual link where the councillor is prevented from attending the meeting because of ill health, disability, carer responsibilities, natural disaster or, on a limited number of occasions in each year, because they are absent from the local area due to a prior work commitment.

The Government recognises that remote attendance by councillors at meetings by audio-visual link may not be supported by all councils or may pose insurmountable logistical and technological challenges for some councils. For this reason, the proposed new provisions will not be mandatory, and councils can choose whether to include them in their adopted codes of meeting practice.

The Office of Local Government is seeking feedback from Council's on these proposed changes by close of business on 3 May 2021 and further information is available from the Office of Local Government's Governance Team on (02) 4428 4100 or via email at olg@olg.nsw.gov.au.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial implications identified as a result of Council approving remote audio–visual attendance at Council meeting for Councillors as Council already has the necessary technology for such access.

There may be some implications for Information Technology staff on Council meeting days to ensure the system operates correctly however this could be provided by the existing staff.

LEGAL IMPLICATIONS

Not applicable

RISK IMPLICATIONS

There may be reputational risk for Council if the community feel they are not being adequately represented when a Councillor joins a meeting via audio-visual means. The quality and reliability of internet service will also impact on a Councillor's ability to effectively participate in a meeting using audio-visual technology.

STAKEHOLDER CONSULTATION

Nil

OPTIONS

1. Council resolve to make a submission on the proposed changes to the Model Meeting Code of Practice.
2. Council decline to make a submission on the proposed changes to the Model Meeting Code of Practice.

CONCLUSION

The Office of Local Government are inviting Councils to make a submission on proposed changes to the Model Meeting Code of Practice to allow Councillors to participate in Council meetings remotely through audio-visual means, under specific circumstances.

Council should determine a position on the proposed changes and advise the Office of Local Government of that position.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP Outcome 4.2 Strong Effective and Responsive Council.

CSP 4.2.2 Council's decision making is equitable and ethical.

ATTACHMENTS

1. **Remote Attendance by Councillors at Council Meetings - consultation paper** [↓](#)

RECOMMENDATION

That:

1. The General Manager's Report No. R21/63 be received and noted.
2. Council determine a position on the proposed consultation paper and direct the General Manager to communicate that position to the Office of Local Government.

Remote Attendance by Councillors at Council Meetings

Consultation Paper

March
2021



Office of Local Government, Department of Planning, Industry and Environment
5 O'Keefe Avenue Locked Bag 3015 Phone 02 4428 4100 olg@olg.nsw.gov.au
NOWRA NSW 2541 NOWRA NSW 2541 TTY 02 4428 4209 www.olg.nsw.gov.au

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Produced by the Department of Planning, Industry and Environment

Overview

Temporary amendments were made to the *Local Government Act 1993* (the Act) in March 2020 in response to the COVID-19 pandemic allowing councillors to participate in meetings remotely by audio-visual link. The amendments allowing remote attendance are time limited and will automatically expire on 25 March 2021.

Most councils have successfully implemented remote attendance by councillors at meetings by audio-visual link during the pandemic. Some councils have called for the option of remote attendance to be made available to them on an ongoing basis to encourage greater diversity of representation.

The Government agrees that allowing remote attendance by councillors at meetings may serve to remove some of the impediments that currently prevent underrepresented groups from serving on their local councils.

The Government is therefore proposing to amend the *Model Code of Meeting Practice for Local Councils in NSW* (Model Meeting Code) to include non-mandatory provisions that allow councils to permit councillors to attend council and committee meetings remotely by audio-visual link in certain circumstances.

While councils will be required to resume meeting in person from 26 March 2021, as an interim measure, the *Local Government (General) Regulation 2005* will be amended to allow councils to permit individual (but not all) councillors to attend meetings remotely until 31 December 2021 pending the changes to the Model Meeting Code.

While the Government strongly supports the objective of encouraging greater diversity of representation on councils, this should be counterbalanced by the need to ensure communities are effectively represented by

their elected councillors. The Government believes that to be effective local elected representatives, councillors need to live or work in the area and should exercise their duties diligently. Councillors should not, for example, be permitted to move interstate or overseas and attend every third meeting remotely to collect their fees. Councillors should also not be permitted to attend meetings while at work where their attention may be focussed on matters other than council business.

To ensure this does not occur, the grounds on which councillors will be permitted to attend meetings by audio-visual link will be limited. Under the proposed new provisions, councils will only be able to give approval for individual councillors to attend a meeting remotely by audio-visual link where the councillor is prevented from attending the meeting because of ill health, disability, carer responsibilities, natural disaster or, on a limited number of occasions in each year, because they are absent from the local area due to a prior work commitment.

The Government recognises that remote attendance by councillors at meetings by audio-visual link may not be supported by all councils or may pose insurmountable logistical and technological challenges for some councils. For this reason, the proposed new provisions will not be mandatory, and councils can choose whether to include them in their adopted codes of meeting practice.

What is being proposed?

✔ **The proposed amendments will allow councillors to attend meetings by audio-visual link with the approval of the council in certain circumstances.**

“Audio-visual” link will be defined as “a facility that enables audio and visual communication between persons at different places”.

Under the proposed amendments, a councillor will be permitted to attend a meeting of the council or a committee of the council by audio-visual link with the prior approval of the council or the committee, or approval granted by the council or committee at the meeting concerned, where they are prevented from attending the meeting in person because of ill health, disability, carer responsibilities or natural disaster.

A councillor will also be permitted to attend a meeting of the council or a committee of the council by audio-visual link with the prior approval of the council or committee, or approval granted by the council or committee at the meeting concerned, where they are prevented from attending the meeting because they are absent from the local area due to a prior work commitment. However, a councillor will not be permitted to attend an ordinary or extraordinary meeting of the council or a meeting of a committee of the council by audio-visual link on these grounds on any more than three occasions in each year (inclusive of all ordinary, extraordinary and committee meetings attended by the councillor by these means).

Where a councillor is proposing to seek the council’s or a committee’s approval to attend a meeting by audio-visual link at the meeting concerned, they must first give the general manager at least 5 working days’ notice that they will be seeking the council’s or committee’s approval, to allow sufficient time for the necessary arrangements to be made for them to attend the meeting remotely, should the council or committee give its approval.

Where attending a meeting by audio-visual link, councillors will be required to do so from a location within NSW or within 100km of the NSW border.

✔ **As with decisions to grant a leave of absence under the existing provisions of the Model Meeting Code, the decision to permit a councillor to attend a meeting by audio-visual link is one that will be at the council’s or committee’s discretion.**

The council or committee will be required to act reasonably when considering whether to grant a councillor’s request to attend a meeting by audio-visual link.

However, the council or committee will be permitted to refuse a councillor’s request to attend a meeting by audio-visual link, where the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or comply with the council’s code of meeting practice on one or more previous occasions when they have attended a meeting by audio-visual link.

✔ **When attending meetings by audio-visual link, meeting rules and standards will apply to councillors in the same way they would if the councillor was attending the meeting in person.**

The council's adopted code of meeting practice will apply to a councillor attending a meeting of the council or a committee of the council by audio-visual link in the same way it would if they attended the meeting in person.

Councillors will be required to give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link.

Councillors will also be required to be appropriately dressed when attending meetings by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

Where a councillor has attended a meeting by audio-visual link, the minutes of the meeting must record the fact that the councillor attended the meeting by audio-visual link.

✔ **Councillors attending meetings by audio-visual link will be required to disclose and appropriately manage conflicts of interest.**

Councillors attending a meeting by audio-visual link will be required to declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct.

Where the councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the

councillor's audio-visual link to the meeting must be terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

✔ **Councillors attending meetings by audio-visual link will be required to protect the confidentiality of information considered while the meeting is closed to members of the public.**

Councillors attending a meeting by audio-visual link will be required to ensure that no other person is within sight or hearing of the meeting at any time that the meeting has been closed to the public under section 10A of the Act.

✔ **The proposed amendments will contain provisions that allow the chair to enforce compliance with meeting rules by councillors attending meetings by audio-visual link.**

Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson will be permitted to mute the councillor's audio link to the meeting for the purposes of enforcing compliance with the council's code of meeting practice.

If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson will be permitted terminate the councillor's audio-visual link to the meeting.

Have your say

We now want to hear from you.



Key questions to consider

✔ Do you support the proposed changes to the Model Meeting Code to allow councillors to attend meetings remotely by audio-visual link?

✔ Do you have any concerns about the proposed changes? What are your concerns?

✔ Do you have any suggestions for how the proposed new provisions could be improved?

Submissions may be made in writing by **COB 3 May 2021** to the following addresses.

Further information

For more information, please contact Office of Local Government's Council Governance Team on **(02) 4428 4100** or via email at olg@olg.nsw.gov.au.

POST:

Locked Bag 3015
NOWRA NSW 2541



EMAIL:

olg@olg.nsw.gov.au

Submissions should be labelled 'Remote attendance at council and committee meetings' and marked to the attention of Office of Local Government's Council Governance Team.





7.3 CLASSIFICATION OF LAND - 7 HAY STREET CONDOBOLIN

TRIM Number: R21/65

Author: General Manager

PURPOSE

To obtain a Council resolution for the categorisation of the soon to be acquired property at 7 Hay Street Condobolin.

SUPPORTING INFORMATION

Nil

BACKGROUND

At the Ordinary Council meeting on 9 December 2020 Council resolved to purchase the former state government property at 7 Hay Street Condobolin for redevelopment as a youth centre facility together with other possible community uses. A caveat on the property requires Council to hold the land for 15 years, for predominantly community use proposes, otherwise the state government have the option to repurchase the premise at the original sale price.

ISSUES AND COMMENTS

The Local Government Act 1993, Section 31 requires that before a Council acquires land, or within 3 months after it acquires land, a Council may resolve that the land be classified as community land or operational land.

As settlement for Council's purchase of the property at 7 Hay Street Condobolin is expected by late April 2021 it is appropriate that Council determine the classification of this property.

As the facility will be predominantly used for operational purposes, that is the provision of youth services through a youth centre, it is appropriate that the land be classified as operational land.

This classification provides Council with greater flexibility for future use of the site as other land use opportunities are identified.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial implications associated with the classification of the land.

LEGAL IMPLICATIONS

Section 31 of the Local Government Act 1993 requires Council to determine the classification of any land acquired within 3 months of acquisitions otherwise the Act places restrictions on Council's use of the land and Council's ability to dispose of the land in the future.

RISK IMPLICATIONS

If the land is unclassified, or classified as community land, Council's ability to deal with the land or permit some activities at the site in the future may be restricted.

STAKEHOLDER CONSULTATION

Nil

OPTIONS

1. Resolve to classify the land at 7 Hay Street Condobolin as Operational Land.
2. Resolve to classify the land at 7 Hay Street Condobolin as Community Land.

CONCLUSION

Council's acquisition of the former State Government property at 7 Hay Street Condobolin is nearing completion and Council should now determine the classification of the land as Operation Land.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP Outcome 4.1 Involved and Active Community Groups.

CSP Outcome 4.2 Strong Effective and Responsive Council

ATTACHMENTS

1. **Extract of Section 31 of the NSW Local Government Act 1993** [↓](#)

RECOMMENDATION

That:

1. The General Manager's Report No. R21/65 be received and noted.
2. Council classify the land being acquired at 7 Hay Street Condobolin as Operational Land.



New South Wales Consolidated Acts

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LOCAL GOVERNMENT ACT 1993 - SECT 31

Classification of land acquired after 1 July 1993

31 Classification of land acquired after 1 July 1993

(1) This section applies to land that is acquired by a council after the commencement of this Division, other than--

(a) land to which the [Crown Lands Act 1989](#) or the [Crown Land Management Act 2016](#) applied before the acquisition and continues to apply after the acquisition, and

(b) land that is acquired for the purpose of a road.

(2) Before a council acquires land, or within 3 months after it acquires land, a council may resolve (in accordance with this Part) that the land be classified as community land or operational land.

(2A) Any land acquired by a council that is not classified under subsection (2) is, at the end of the period of 3 months referred to in that subsection, taken to have been classified under a local environmental plan as community land.

(2B) While the land remains unclassified--

(a) the land may not be used for any purpose other than that for which it was being used immediately before it was acquired, and

(b) the council may not dispose of any interest in the land.

(3) A council must not resolve under this section that land be classified as operational land if--

(a) the land is classified as community land immediately before its acquisition, or

(b) the resolution would be inconsistent with any other Act, the terms of any trust applying to the land or the terms of any instrument executed by the donor or transferor of the land.

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7.4 DELIVERY PROGRAM AND OPERATIONAL PLAN STATUS UPDATE - 31 DEC 2020.

TRIM Number: R21/69

Author: Administration Coordinator - General Management

PURPOSE

To provide Council with an update on the status of the Delivery Program and Operational Plan as at 31 December 2020.

SUPPORTING INFORMATION

The Delivery Program and Operational Plan is attached.

BACKGROUND

It is a mandatory requirement to report to Council on the progress of the principal activities of the Delivery Program at least every 6 months.

ISSUES AND COMMENTS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Local Government Act 1993

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

Nil

OPTIONS

N/A

CONCLUSION

N/A

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong Effective and Responsive Council

ATTACHMENTS

- 1. Attachment A [↓](#)

<p>RECOMMENDATION</p> <p>That:</p> <ul style="list-style-type: none"> 1. The General Manager’s Report No R21/69 be received and noted.
--

Community Services

Outcome 1.1: Connecting with our Aboriginal Communities

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
1.1.1	Connecting with our Aboriginal Communities in Lake Cargelligo and Murrin Bridge.	<p>Consult with Aboriginal Advisory Committee to identify priority issues.</p> <p>Engage with State and Federal Government agencies to identify funding potential Aboriginal tourism and business opportunities.</p>	<p>Opportunities identified.</p> <p>Funding sources identified.</p>	<p>DCCS</p> <p>GO/DCCS</p>	<p>Two Aboriginal Advisory Committee meetings organised over the last 12 months have been cancelled due to inability of members to attend. Report to Council February 2020 re future directions.</p> <p>Ongoing discussions with key Aboriginal Organisations and community members to establish Aboriginal cultural events and develop Aboriginal tourism.</p> <p>Consultation and work commenced on the development of an Aboriginal Communication and Engagement Protocol.</p> <p>In February 2020, Council resolved to dissolve the current Aboriginal Advisory Committee and discuss options for engaging with the various Aboriginal communities following the Council elections.</p> <p>Aboriginal Advisory Committee to be re-established following September 2020 Mayoral and committee member elections.</p> <p>New Aboriginal Advisory Committee expressions of Interest issued in February 2021 along with media releases, website and Facebook posts to encourage membership.</p>

					<p>Communications Officer and DCCS held a zoom conference with 2 key stakeholders to discuss committee membership and meeting options.</p> <p>Ongoing inspections and maintenance works for water & sewerage services (under agreement with Department Primary Industries – Aboriginal Communities Program)</p> <p>A \$40,000 heritage grant has been secured to undertake a shire wide aboriginal heritage study. This study has been on public exhibition and further consultation has been taking place over the last three months.</p> <p>A draft Aboriginal protocol is being developed to acknowledge, consult and engage with Aboriginal people effectively, respectfully and with cultural sensitivity.</p> <p>New entry signs have been placed at Murrin Bridge</p> <p>A waste service is now being provided to Murrin Bridge by Council.</p>
1.1.2	Celebrating Aboriginal heritage and achievements	Support NAIDOC week Celebrations.	Successful event held	GM/DCCS	<p>2020 NAIDOC week celebrations deferred until November due to COVID-19.</p> <p>Previously events held in Condobolin. Several Councillors and GM attended Aboriginal flag raising and march to Memorial Park during NAIDOC week.</p>
1.1.3	Increase opportunities for indigenous employment in Council's workforce.	Increase the level of indigenous employment with Council.	<p>Council workforce is at least 10% indigenous.</p> <p>Reduction in the Aboriginal</p>	Human Resource Manager	Council's workforce currently has 18.2% indigenous employees

		Implement the provisions stated in the Aboriginal employment strategy. Develop strategies to maintain the level of Indigenous employment within Council.	unemployment rate by 2%.		Council continues to employ people of Aboriginal descent as opportunities arise.
1.1.4	Expansion of Community transport in Murrin Bridge	Apply for funding from the Department of transport or another provider to expand the amount of community transport offered from Murrin Bridge to other locations.	Community transport increased to a daily service from Murrin Bridge.	DCCS	Enquiries made with Griffith Bus Company, service not considered viable for private sector without subsidies. No opportunities for Government funding identified.

Outcome 1.2: Successful transition from school to training to employment

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
1.2.1	Offer employment opportunities to young people at Lachlan Shire Council	Host School based traineeships, work experience and offer work placement opportunities	4 traineeships or apprenticeships offered. Work experience and work place programs implemented.	Human Resource Manager	Trainee Water and Sewer operators working in Lake Cargelligo and Tottenham. Apprentice Mechanic employed in Condobolin. Trainee Administration Officer position commenced 22 March 2020.

					<p>Council has engaged with Schools offering to host students for work experience and work placement.</p> <p>Council has hosted work experience students as requests are received.</p>
1.2.2	Support a youth employment model targeting young people aged 17 to 24.	Support a model , like the green army, that will fill the gap	Reduction in youth unemployment rates in the Lachlan Shire	DCCS	<p>Water & Sewerage Trainee Operator at Lake Cargelligo and Tottenham filled. Apprentice Mechanic at the Condobolin.</p> <p>Finance and IT trainee role advertised but not able to be filled.</p>

Outcome 1.3: Council supported strategic education and training

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
1.3.1	Increase traineeships and cadetships in Council employment	Foster the growth of a local workforce through traineeship, apprenticeships and ongoing training.	Increased number of trainees	Human Resource Manager	<p>A 2 year Trainee Administration Officer position commenced on 22/3/2020.</p> <p>The apprentice Mechanic has completed year 2 of his Apprenticeship.</p> <p>The Gardener – Lake Cargelligo is undertaking a Certificate III in Horticulture.</p> <p>Two staff undertaking a Certificate III in Early Childhood Education & Care traineeship.</p>

<p>1.3.2</p>	<p>Work with schools to provide work experience in Local Government.</p>	<p>Work closely with regional high schools to host school based traineeships, work experience and work placement programs.</p>	<p>Participate in Careers in Local Government. School students undertake work experience and work placement with Council. Presentations in Local Government to local schools.</p>	<p>Human Resource Manager</p>	<p>Council did not host any work experience students in this period.</p> <p>Growing Lachlan is currently developing a strategy to encourage School Based Apprentice Training (SBAT). Council is playing a role supporting this. Discussion with Condobolin High School and Lake Cargelligo Central School regarding Council participation at a local High School Careers expo. Council attended the Lake Cargelligo Central School Expo.</p>
<p>1.3.3</p>	<p>Utilise library programs to encourage reading and literacy training.</p>	<p>Provide broadband for seniors.</p> <p>Continuation of the Early intervention reading program.</p>	<p>Number of seniors attending.</p> <p>Number of children attending.</p> <p>Number of books/ materials borrowed.</p>	<p>DCCS/Librarian</p>	<p>Completed. Broadband for seniors is available, Being used and proving extremely popular.</p> <p>LEAP program was implemented in February 2020 that provides technical assistance in the use of devices such as mobile phones, tablets laptops, to older members of the community by appointment only.</p> <p>Baby Rhyme Time, and Preschool Story Time are offered in house twice a week at Condobolin Library (Wednesdays and Fridays).</p> <p>The Library has entered into an Agreement with ALIA for 2021 for a Pilot program which covers copyright permissions to allow us to have an online Story. Time presence once a week via Facebook.</p> <p>Council participated in National Simultaneous Story Time.</p>

					More than 20,000 book loans in last 12 months. Library membership increase to 3,725.
1.3.4	Ensure targeted education and training is delivered across the Shire.	Lobby and advocate State Government on the need to retain skill-based training programs delivered at TAFE Campuses at Condobolin and Lake Cargelligo. Explore RTO options.	Advocacy undertaken Report on options completed.	Human Resource Manager	TAFE NSW is delivering courses from Condobolin and Lake Cargelligo and council currently assist with advertising on Facebook. Courses include, business administration, welding, leadership and management, community services and first aid.

Outcome 1.4: Childcare services and facilities that meet the needs of young families

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
1.4.1	Operate Preschool in Condobolin	Maintain accreditation of Condobolin Preschool at Lachlan Children Services. Investigate options for long day care services in Condobolin. Offer Preschool service on Wednesdays.	Pass accreditation Investigation completed 10% increase in enrolments Service operating on Wednesdays with average attendance of 16.	DCCS	Accreditation completed In January 2021. Complete - Funding has been provided by Council and the State Government to expand the existing Preschool in Condobolin. Preschool Hours of operation: Monday - Thursday 8:30am to 4pm 20 places offered. Average attendance above 16 children per day.

					<p>After school Care hours of operation: Mon-Friday 3pm to 6pm</p> <p>Vacation care offered throughout school holidays (Not Public holidays) Mon – Friday 8:30am to 5:30pm</p>
1.4.2	Provide mobile childcare services to remote communities	Complete a cost benefit analysis of providing the mobile childcare service to Lake Cargelligo, Tullibigeal, and Euabalong.	<p>Cost benefit analysis completed</p> <p>Enrolments in service to increase by 10%</p>	DCCS	<p>A Business Plan for the provision of mobile services to the Shire’s remote communities has been completed. Achieved - Tullibigeal and Lake Cargelligo mobile childcare now in operation.</p> <p>Current Mobile Venues and Hours of Operation</p> <p>Tullibigeal Mobile: Mon –Tues 8:30am to 3:15pm</p> <p>Lake Cargelligo: Wed – Thurs 8:30am to 3:15pm</p> <p>Cost benefit analysis completed – not financially viable for Euabalong.</p>
1.4.3	Make the mobile service financially viable.	<p>Apply for CCCF grant</p> <p>Investigate the restructuring of the service.</p>	<p>Grant successfully applied for</p> <p>Cost to Council to be restricted to \$50,000</p>	DCCS	<p>Complete - Grant application successful.</p> <p>Complete - Service costs less than \$50,000 per annum</p>

Outcome 1.5: Increase Community participation in arts and cultural activities

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as 31 December 2018
1.5.1	Support the Penrith Alliance in facilitating arts training for young people, sporting and cultural exchanges and staff training and exchanges with Lachlan	<p>Partner with the Penrith Performing and Visual Arts Inc., and Vincent Fairfax Family Foundation (VFFF) to deliver the three year "On the Road" project.</p> <p>Actively foster and support sporting and cultural exchanges. Promote staff training or exchanges.</p>	<p>Programs successfully Completed and participants satisfied.</p> <p>One exchange held per year.</p>	DCCS/GM	<p>On the road project communicated to the Condobolin HS. Contact made between the school and Penrith City Council</p> <p>Condobolin admin staff have attended Penrith CC to learn from staff there. Arrangements made for PCC environmental staff to visit LSC To gain rural work experience.</p> <p>PCC staff have also provided remote support to LSC staff for various Development Applications and general environmental advice.</p> <p>Condobolin Corporate services team have been networking with and exchanging resources with Penrith team.</p> <p>Ongoing discussions with PCC regarding supported services around asset management and financial services.</p> <p>PCC economic development staff attending Growing Lachlan and Lower Lachlan Business Forum in November 2019.</p>

						Tottenham Central School sent students to Penrith for work experience in 2018.
1.5.2	Support Arts Out West and local art competitions.	Maintain involvement and partner in Arts Out West activities. Support Waste to Art initiative	Number of Arts Out West activities in LSC. Waste to Art Exhibition held.	DETED		Arts Out West supported through Western Plains Regional Development which is funded by Council. Waste 2 Art Supported by Council and WPRD. Due to COVID-19 Waste 2 Art was cancelled for 2020 but is being held again in 2021.
1.5.3	Build Tourism precinct	Relocate Utes in the Paddock to Condobolin Sculpture Trail in collaboration with Forbes Shire Council Build Jockey's Memorial	Relocate by December 2018 Create Trail by December 2018 Build by December 2018	TO		20 Utes relocated. Growing Local Economies \$10.1m grant approval announced. The grant application for project funding for the sculpture trail has been approved. Rotunda and Jockey Memorial signage erected, landscaping work progressing. Road betterment works underway.

					Public Works Advisory (PWA) are project managing the delivery of the new Visitor Information Centre (VIC) and have recently run tender processes to engage a Head Design Consultant and to seek Expressions of Interest for builders of the new VIC.
1.5.4	Increase usage of Council's library service	<p>Report on the viability of increasing hours at Lake Cargelligo and Tottenham</p> <p>Increase hours at Tottenham Library by four hours per week. Increase hours at Lake Cargelligo library by four hours per week.</p> <p>Expand Condobolin Library</p>	<p>Hours Increased</p> <p>Increase of four hours per week. Increase of four hours per week.</p> <p>Expansion Completed</p>	Librarian	<p>Completed – September 2018</p> <p>Analysis complete-Statistics collected show insufficient numbers. Increasing number of borrowers utilising online services such as Borrow Books.</p> <p>Completed – September 2018</p>

Outcome 1.6: Improved health care for the community.

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
1.6.1	Support programs to attract and retain medical and allied health professionals.	<p>Facilitate annual bush bursary program.</p> <p>Support the creation of a Central West JO to lobby for improved health services.</p>	Ensure ongoing program support	DCCS / GM	<p>Bush Bursary Students completed placement in December 2018, January 2020 & January 2021.</p> <p>Central NSW Joint Organisation was proclaimed on 11 May 2018 Mayor and GM have met with representatives from Ochre Health, RaRMS and WNSWLHD to Discuss ongoing medical services.</p> <p>Brenshaw Medical recruited to operate medical services from the Melrose Street Medical Centre including allied health services.</p>
1.6.2	Central location for all Aged Services	<p>Apply for funding to establish a Multi service Outlet for the provision of all Aged services in Lake Cargelligo.</p> <p>Investigate the viability of moving the Lake Cargelligo HACC service to a central location in the centre of town.</p> <p>Investigate the viability of providing aged care services to smaller villages.</p>	<p>Application completed</p> <p>Cost /benefit analysis completed</p> <p>Services in smaller locations across the Shire.</p>	DCCS (DIAP)	<p>Opportunities for funding not yet identified.</p> <p>Client walk ins are not a feature of the Lake HACC service. There is no benefit to service users. Completed.</p> <p>Discussions with Hon Mark Coulton MP regarding possible funding models for Lake Cargelligo Retirement Home</p>

1.6.3	Advocate for visiting specialist health services to the shire.	Advocate for the provision of visiting specialists to the shire.	Dialysis offered in both towns.	DCGS (DIAP)	Preliminary research completed on the need for a Dialysis service. Some contacts established and issue discussed. Mayor and GM have met with representatives from Ochre Health, RaRMS and WNSWLHD to discuss Ongoing medical services. Corporate services team have been liaising with interagency meeting participants to investigate options. Discussion held with GM and WNSWLHD regarding dialysis services. WPRD letter requesting re-introduction of Dialysis service at Condobolin Hospital supported. Information provided to WNSWLHD regarding lack of Community Transport Services to transport Dialysis patients to Forbes Hospital.
1.6.4	Improved Mental Health Services	Advocate for a permanent and full time mental health worker in the shire.	Permanent mental health position in Condobolin or Lake Cargelligo.	DCCS (DIAP)	Council has supported the implementation of a Suicide prevention officer funded by Western Primary Health Network Service included in Drought Communities Program, project application. Funding obtained under SCCF3 for a Drought Support Worker employed through WPRD.
1.6.5	The Wellbeing of Carers	Apply for funding to offer respite care in Condobolin and Lake Cargelligo.	Respite care offered in Condobolin and Lake Cargelligo.	DCCS/HACC Coordinator (DIAP)	Respite care now offered in Condobolin and Tottenham.

<p>1.6.6</p>	<p>Optimise the efficiency of the HACC funding.</p>	<p>Review the allocation of spending on services between each town.</p>	<p>Review completed and resources re-allocated accordingly</p>	<p>DCCS/HACC Coordinator (DIAP)</p>	<p>HACC budget and spending allocation reviewed. Resources are allocated according to client needs in each community. Number of clients serviced have been increasing since late 2019 in both Condobolin and Tottenham.</p> <p>Emergency COVID-19 funding received from the Department of Health to maintain meal service delivery. Applied for and successfully received grant to support seniors in social isolation though COVID-19.</p> <p>Not yet commenced scheduled For 2019/20. Overview of HACC financial position well underway. Number of clients serviced have been increasing since late 2019 in both Condobolin and Tottenham. Emergency COVID-19 funding received from the Department of Health to maintain meal service delivery. Applied for and successfully received grant to support seniors in social isolation though COVID-19.</p>
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Outcome 1.7: Improved Social Outcomes for those with disabilities.

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
1.7.1	Advocate for the provision of aged care services across the Shire.	Engage with relevant Federal/ State agencies, RSL Life-Care, Lake Cargelligo All Care, Tottenham Welfare Council and NGOs to support aged services.	Maintenance of existing facilities and maximise opportunities for external funding.	DCCS/HAC C Coordinator (DIAP)	Implementing improvements from successful audit. Funding secured for the next two years. Existing facilities being maintained. Aged care services provided in Condobolin, Lake Cargelligo and Tottenham.
1.7.2	Recreational and learning facilities for people with disabilities.	Construction of a sensory playground at Bill Hurley Park Condobolin.	Construction of sensory playground by 31 December 2018.	DIS	Sensory Playground installed in Condobolin.
1.7.3	Disability access in all Council buildings.	Installation of hearing loops in major Council public buildings. Audit of disabled access to council buildings Installation of disabled toilets in Council buildings	50% of major buildings installed with hearing loops. Audit completed 50% of major buildings have disabled access.	DETED (DIAP)	Hearing Loops have been installed in the Condobolin Council Chamber. Funding is available in this year's budget (\$15,000) to install more hearing loops. . Quotation has been received to install a hearing loop in Lake Cargelligo Memorial Hall. The hearing loop will be installed by 30 June 2021. Disability access audit to Council buildings complete. 10 year maintenance and upgrade schedule close to completion. Subject to funding availability and when refurbishments occur

1.7.4	Community Transport Available when needed	Advocate for the re-introduction of a taxi Service in Condobolin	Subsidies investigated. Taxi service re-introduced.	DCCS/HAC C Coordinator (DIAP)	Taxi service opened in May 2018 in Condobolin. Community transport service provided in Condobolin, Tottenham and Lake Cargelligo.
		Monitor usage of bus service to Dubbo in Tottenham.	Bus service proven successful Statistic kept and reported.		Ongoing. Bus service used regularly. Car is being used regularly.
		Provide community car for Tottenham.	Bus Service introduced		HACC community care regularly being used in Tottenham for transport between Tottenham and larger service centres. Taxi service now in place.
		Advocate with Transport NSW for a circuit bus around Condobolin			
1.7.5	Advocate for the provision of Dialysis Services in the Shire.	Formally request the Department of Health to provide Dialysis Services in Condobolin and Lake Cargelligo hospitals.	Dialysis service in Condobolin & Lake Cargelligo	DCCS (DIAP)	Contact numbers have been established. No formal advocating done. Corporate services team have been liaising with interagency meeting participants to investigate options. Mayor and GM have raised the issues at meetings with WNSWLHD. Council is providing input to the Collaborative Care Pilot Project being undertaken by WNSWLHD.

Outcome 1.8 Wellbeing of Youth

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
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1.8.1	Development of a Youth Strategy	Support Life Without Barriers, WPRD and WCC in the production of a youth strategy.	Support and input given to the youth Strategy. Actions implemented.	DCCS	Youth Strategy underway. Stakeholder engagement completed January/February 2021. Draft Youth Strategy provided to Councillors and proposed to go on public exhibition after March 2021 Council meeting.
1.8.2	Increase awareness about youth programs offered	Advertise programs through social media and on council's website.	20% increase in participation in the programs	DCCS	School holiday programs and relevant programs for youth advertised regularly.
1.8.3	Support youth development programs within the shire.	<p>Support WPRD to provide youth program.</p> <p>Improve the standard of youth centres in Condobolin, Lake Cargelligo and Tottenham.</p> <p>Support Micro Music Festival</p> <p>Work with the police to get funding to Establish a PCYC.</p> <p>Support CDAT Committee initiatives</p>	<p>Funding of WPRD</p> <p>Funding of improvements to the youth centres in the three towns.</p> <p>Participation of local amateur talent</p> <p>Commitment from Police gained. Funding attained.</p> <p>All meetings attended.</p>	DCCS/DETED	<p>WPRD Funded.</p> <p>Updated Youth Strategy being developed to facilitate grant applications. Funding sources not yet identified. Council has approved the purchase of a property in Condobolin for use as a Youth Centre. Funding sought through LRCI#2 to make facilities suitable for youth services.</p> <p>Police informally advised that population does not meet current minimum requirement for establishment of a PCYC. WPRD staff have contacted PCYC to see if any options could be made available.</p> <p>Ongoing</p>

Tourism & Economic Development

Outcome 2.1: A vibrant tourism industry

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
2.1.1	Promote Lachlan Shire as tourist destinations.	<p>Work with Central NSW tourism to encourage visitors to the Central region of NSW to come west and visit our towns.</p> <p>Promote specific towns in Lachlan Shire as a tourist stop points.</p> <p>Investigate new branding options.</p>	<p>Visitor Numbers increase by 15%.</p> <p>Bed stays increased.</p> <p>Increased visitor numbers by 10% according to accommodation providers</p> <p>Investigation completed with new branding</p>	TO DETED	<p>Destination Management Plan is complete. Staff continuing to work on establishing priorities from the plan and also completing actions from the plan.</p> <p>Ongoing liaison with Destination NSW and Central West Tourism. Staff are trying to collect more information on visitor numbers so we can better understand our tourist market.</p> <p>Work currently underway. Council held a logo design competition which did not produce any suitable designs. Council are now embarking on re-branding exercise which will include the establishment of a tourism brand. Options for a new tourism brand have been presented to Council and Council will be requested to endorse the public exhibition of the options to allow the</p>

		Update Lachlan Shire brochures.	New brochures available		community to vote on a new tourism brand.
		Advertise locations within the shire as attractive camping spots.	Increased camping numbers by 20% per year		Significant work has been done on creating new brochures but they cannot be printed for distribution until the branding project has been completed.
2.1.2	Increase things to see and do for visitors to the shire	Build a truck stop and tourist precinct.	Precinct completed. Visitor numbers who come to the precinct. Investigation completed	TO/DIS/DETE D	Utes in the Paddock relocated. Grant Executed for Growing Local Economies program. Roads works complete on Forbes Road, with detailed Designs being completed for internal road works, the Murie and Smythes Corner Culvert structures.
		Investigate the viability painting of the Silos with rural characters on the Eastern	Visitor numbers who come to town to view the silos.	DETED	Stage 3 beautification works have commenced, with solar lights installed and further footpath works underway. The funding deed has been executed, and PWA are currently running a tender for a head design consultant to design the new Visitor Information Centre with works on the centre to begin in 2021.
				TO	Investigation completed. Silos at the entrances in Condobolin and Lake Cargelligo cannot be used for Art

		entrance to Condobolin and in Lake Cargelligo.		TO	purposes as they are still active work sites.
		Promote Farm Tours	Successful tours		Tourism Officer has started discussions with farmers.
		Create a list of Birds	List completed		New bird website up and running. Brochures are also being prepared.
2.1.3	Provide a visitor Information Centre	Investigate the options for a Visitor Information Centre in Condobolin both long and short term.	Development of a business plan for a VIC. Operation of a designated VIC in Condobolin.	TO DETED	Council have obtained a grant to construct the Visitor Information Centre in Condobolin and design works are now underway. Tourism and Economic Development Officer has been working with Western Plains Regional Development to improve signage and overall exposure of the current visitor information centre in Condobolin.
2.1.4	Participate in regional Promotion	Remain members of Central NSW Tourism and join the Newell highway Tourism committee.	Increased number of nights stayed in Lake Cargelligo and Condobolin	TO DETED	Ongoing. Council took part in the "we want you back" campaign (which is still ongoing). Council's Tourism Officer is very active in the Central NSW JO Tourism group.
2.1.5	Promote the Wiradjuri Centre as a location for Tourists to visit.	Install directional signage to the Wiradjuri Cultural Centre.	Signage installed.	DIS	Completed.
		Investigate a Bush Tucker/ Bush medicine shop	Investigation complete	DETED	Included in Council's Destination Management Plan.

		Promote the WCC as a tourist destination.	Increased visitor numbers to the WCC.		The WCC is included as an attraction in the Council's Destination Management Plan. Council officers are working with the WCC to promote the WCC as a tourist destination.
2.1.6	Improve the marketing of existing events.	Creation of a calendar of events.	Calendar of events created.	DETED	Event calendar has been created
		Events promoted on Facebook	Number of events listed on Council's face-book page.	CCE	Facebook is regularly used to promote local events.
		Creation of a text notification database which is used to promote events.	Database created and used for notification.		Community Engagement and Communications Officer is investigating options in this space as part of a communications audit.
2.1.7	Increase visitors to the shire	Create a Phone App for What's on in Town.	App created	CCE	Scheduled for 2021/22and is dependent on funding.
		Provide town parking for motor homes and caravans.		TO DETED	Will form part of the tourism precinct which has recently received funding and which is currently in the planning stage.
		Market premium free camping locations within the shire.	Value of receipts at Gum Bend Lake. Accommodation operator survey.		Council featured in the latest Caravanning Australia Magazine and the Free Camp Guide which is compiled every two years. Also featuring on free camping websites.

		Develop a Destination Marketing Plan	Plan Completed		Complete.
2.1.8	Development of a new event	Investigate the viability of different types of events.	Report on viability of new events completed.	DETED	<p>Council provides financial and in kind support to a number of events in the Shire. Condo 750, Condo Cookup, Novemberfest, Skyfest</p> <p>Council has recently received funding to conduct a live and local event which will focus on local musicians and local venues.</p> <p>Council has been successful in receiving a grant for a summer event, which is a movie night to be held in Renown Park, Condobolin. The grant funding has allowed Council to purchase equipment which can be used throughout the Shire which will allow more movie nights to be held following the initial event.</p>
2.1.9	Improve Caravan Park facilities in Lake Cargelligo, Burcher and Condobolin	Investigate the viability of leasing the caravan parks out to private operators with conditions attached for capital improvements.	Report completed Decision made	DETED	<p>Current Contracts for Condobolin and Lake Cargelligo Caravan Parks are in place until June 2021.</p> <p>The future management options have been or are being considered by Council and further consultation is being undertaken.</p>
		Upgrade Shower & Toilet facilities at Burcher	Toilets installed	DETED	Completed

2.1.10	Develop Forbes to Condo Sculpture Trail	Work with Forbes Shire Council to develop a sculpture trail from Forbes to Condobolin on Lachlan Valley Way	Funding Secured Sculptures Erected	DETED	Ongoing - ETED staff continue to work with the Forbes Art Society (FAS) and Forbes Shire Council to develop the sculpture trail. Council have committed \$100,000 towards the project over the next three (3) years. The FAS have advised that they are very close to installing the first sculpture in the Lachlan Shire LGA.
2.1.11	Support the Lake foreshore Development	Support the development of a licensed community club and function centre near the existing boat club and recreation ground.	Support given where possible. Application submitted.	DIS/TO	Foreshore sheltered bench constructed, sheltered seats constructed, irrigation upgrades complete underway at Recreation Ground complete, Pontoon complete. Future improvements suggested by community groups will be considered. No progress on licenced community club and function centre.
2.1.12	Support potential environmental and eco-tourism projects	Work with Department of Prime Minister and Cabinet to attain funding for the rehabilitation of Robinson Crusoe Island.	Application submitted.	DIS	Bird Hollows project underway.

Outcome 2.2: A diverse range of employment opportunities

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
2.2.1	Encourage residents to shop local	<p>Promote Why Leave Town Program</p> <p>Development of a Shop Local Retail Guide</p> <p>Hold the Christmas Fiesta in 2017</p>	<p>No of retail outlets accepting Why Leave Town Cards Guide Produced by Nov 2017.</p> <p>Shop local docket exceed \$220,000.</p>	DETED/TO	<p>Promoted through the Condobolin Chamber of commerce. Council made a financial contribution to the Why Leave Town promotion. Representations were also made by Council staff to Evolution Mining to support the program. Evolution Mining have now given the Condobolin Chamber of Commerce a substantial contribution towards the WLT program.</p> <p>A shop local retail guide will be prepared once a decision has been made about the branding of Council</p> <p>Council continue to support the Christmas Event and have provided both financial and in-kind support.</p>
2.2.2	A strong Retail sector	<p>Conduct a Retail operator and Shopper survey</p> <p>Development of Customer database</p>	<p>Survey completed and conclusions drawn from it.</p> <p>No of people on the database and times used.</p>	DETED/TO	<p>Survey has been completed. Results used for Mid Lachlan Alliance project.</p> <p>An email list of customers has been prepared.</p>

		<p>Assist and Facilitate an effective chamber of commerce in Condobolin and Lake Cargelligo.</p> <p>Facilitate the running of Retail Re-vamp workshops.</p> <p>Investigate the viability of a community Co-op.</p> <p>Facilitate the filling up of shops in the main Street.</p> <p>Support the Why Leave Town Program</p> <p>Pursue a tenant for the former Target building</p>	<p>Membership of the chamber of commerce increase from 14 to 25.</p> <p>Participation of ten retail businesses in the workshops Reduction in the number of vacant shops</p> <p>Empty Shops filled in main street with retail or human interest items.</p> <p>Increase in annual value of cards loaded from \$11,000 to \$13,000 in year 1 increasing by \$2000 per annum thereafter.</p>		<p>Assistance provided to Chamber where needed. Council Staff attend meetings. Council staff are investigating the possibility of a Lake Cargelligo Chamber of Commerce. The number of members t of the Condobolin Chamber of Commerce is currently 35.</p> <p>Not yet commenced, however, businesses in both Lake Cargelligo and Condobolin main streets have utilised funding under the Local Heritage Grant Fund to make improvements to their buildings.</p> <p>Not commenced yet.</p> <p>The Why Leave Town program is run by the Condobolin Chamber of Commerce.</p> <p>COMPLETE</p>
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		Investigate business open hours on Public holidays and weekends	Tenant secured and operating a retail business. Business hours open at business times on weekends to capture weekend visitors		Chamber of Commerce have approached businesses re weekend openings. Limited STATUS at this point.
		Develop 'Look Local' Campaign	Residents considering local business before leaving town		Suggested in Chamber meetings. Current campaign is being supported by the Condobolin Chamber of Commerce and the Why Leave Town Cards support this.

Outcome 2.3: Encourage Business Activity

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
2.3.1	Recognise Business excellence	Investigate the reintroduction of Lachlan Business Awards	Award ceremony conducted	DETED/TO	Council supported the Chamber of Commerce in Condobolin in running the first business awards in September 2020. The event was successful and the Chamber plan to hold the event each year.
2.3.2	Implement the Actions in the Economic Development strategy	Engage consultant to commence actions in Economic Development Strategy	Strategy completed	DETED/TO	Consultant engaged to discuss how Council can help businesses, Brethren and Wiradjuri Corp. Several actions from the Economic Development Strategy have been included in Council's Delivery Program.

2.3.3	Access to premium Industrial Land	Investigate the viability of converting the saleyards to an industrial sub-division. Sell existing Industrial Lots	Investigation completed. All industrial lots sold.	DETED/TO	Not yet commenced. Resistance from Agriculture sector and agents to removal of saleyards All blocks sold in Condobolin, and Lake Cargelligo. Consideration being given to create more industrial land in Condobolin and Lake Cargelligo
2.3.4	Encourage value added agricultural industries	Investigate the viability of a Cotton Gin in the Shire.	Investigation completed.	DETED/TO	Discussions held with some property owners however not financially viable at this time.
2.3.5	Attract new Industries/Businesses to the Shire	Investigate the viability of a solar farm in the shire Follow up on the possibility of starting a feedlot in the shire. Liaise with Graincorp to investigate the possibility of upgrading the Grain Receiving terminals at Lake Cargelligo and Condobolin.	Viability investigated Proponent contacted. Graincorp updating their terminals	GM/DETED	Discussions with two proponents in Lake Cargelligo. Proponent presented proposal to Council in February 2019. Council decided not to pursue proposal. A Development Application has been received for a solar farm on the outskirts of Condobolin. Lamb feedlot established at Kiacatoo. GrainCorp Regeneration Project in planning stage. Council supported request for closure of rail crossing at Silo Road. Joint application to NSW Fixing Country Roads for upgrades to intersections along Henry Parkes Way (at Silo Road & Kiacatoo Road)
2.3.6	Improve Marketing of businesses in the shire	Finance an annual training session on marketing.		DETED	Western Business Forum was held in 2019 through Growing Lachlan. Social Media Workshops have been held throughout the Shire, including

					during small business month in October 2020. More one-on-one training is also being facilitated by Council through Business HQ. More training workshops are to be held.
Access to residential Land	<p>Sell existing Randall St blocks</p> <p>Sell existing residential blocks in Lake Cargelligo</p> <p>Investigate the viability of a new residential sub-division for older people near the lake in Lake Cargelligo.</p>	<p>All blocks sold and being used One block sold per year. All blocks sold</p> <p>Investigation completed.</p>	GM/DETED	<p>All lots now sold</p> <p>Scott Street Subdivision planning & design completed. Interest in the Scott St sub-division. Investigations now being undertaken on how to develop Stage 1 of the subdivision.</p> <p>Four lots have now been sold.</p> <p>Land subject of Native Title claim and not available for subdivision until claim resolved.</p>	

2.3.7

	Support Mining operations in the Shire	Encourage and support the proposal of Platina Resources at Owendale and support Cleanteq at Fifield	Report on support required completed. Support given.	ELT	<p>Regular meetings and advice provided to Platina Resources and CleanTeq to support mining proposals and development.</p> <p>Engagement with Cleanteq/Platina/Mineral Hill/Rim Fire and Evolution is ongoing.</p>
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Outcome 2.4: Access to Reliable Current Technologies

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
2.4.1	Council to keep up to date with technological improvements and achievements	Digital radio coverage	Digital radio coverage available across the Shire	DETED	Scope of works and specification being developed for radio network upgrade. Upgrade of radio network not cost effective. Cel-Fi boosters have been installed in plant to improve mobile phone reception and tablets are being installed for use by staff. Submissions have been made for additional mobile phone towers to both the federal and state government
2.4.2	Advocate for complete mobile phone coverage throughout the Shire.	Liase with service providers and Federal Government for increased mobile coverage throughout the Shire.	Increased mobile coverage in Shire.	GM DIS COUNCIL	Announcement of Yellow Mountain tower to be constructed. Submission made to federal government for additional mobile phone towers.
		Advocate for NBN	NBN Operating prior to December 2017.	DCCS	NBN installed and operating. Letter sent to local federal MPs and NBN Co regarding connectivity in industrial areas.

Outcome 2.5: Improve the appearance of each town

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
2.5.1	Improve the appearance of the CBD's	<p>Develop a streetscape plan for the main streets in Condobolin and Lake Cargelligo.</p> <p>Implement Plans for Condobolin and Lake Cargelligo.</p> <p>Complete a Management Plan for each of the villages</p> <p>Encourage businesses to paint shop awnings</p>	<p>Plans Developed Community Agreement 80% Resident Satisfaction with end result</p> <p>Plans completed for each village.</p> <p>Business paint shop awnings</p>	<p>DIS</p> <p>DETED/DIS</p> <p>DETED</p>	<p>Foster Street detailed design completed. . Funding for Water Main and service relocation and part of the roadworks in FY2021. Work programmed for delivery over 2 years as funding becomes available.</p> <p>Applications for BBRF Round 5 is being prepared for Condobolin and Lake Cargelligo CDB Upgrades and Tourism Activation. Vision Concept complete for Bathurst Street Condobolin William, Busby, Lachlan Streets detailed design completed. Fixing Local Roads Funding announcement will enable the construction to commence. Denison Street concept design completed. Funding yet to be identified.</p> <p>Village enhancement plans done. Follow up consultation with community to be done with next Community Strategic Plan. Works are being carried out under the plan as funding becomes available.</p> <p>Council has painted three buildings in the main street Condobolin, as part of lease of former Target Building.</p>

					Local business owners are being encouraged to seek funding under Local Heritage Fund to undertake maintenance works such as painting shop awnings. One of the successful recipients under both last year's and this year's program is based in Foster Street, Lake Cargelligo and those works are being completed
2.5.2	Improve the appearance of town entries.	<p>Improve Parks at Condobolin Town Entrance</p> <p>Improve Lake Cargelligo town entrance</p> <p>New signage for all town entrances</p> <p>Appropriate Trees at the entrance of each town.</p>	<p>Parks appearance improved</p> <p>Town Entrances appearance improved</p> <p>New signage at town entrances</p> <p>Trees planted at town entrances</p>	DIS	<p>Lions Park upgrade is complete. Tottenham Memorial Park upgrade works complete.</p> <p>Entrance signs installed on all four entrances to Lake Cargelligo.</p> <p>36 trees planted along Canada Street entrance in Lake Cargelligo. 12 trees planted along Federation Street, Albert.</p> <p>Replanted the garden bed at the town entrance sign on Melrose Road, Condobolin.</p> <p>New entry signs have been installed in Derriwong, Fifield, Albert Tottenham, Tullibigeal Burcher and Murrin Bridge.</p> <p>16 trees planted on entrances to Tullibigeal.</p>

2.5.3	Improve the appearance of Council Buildings	Facelift of Condobolin Water Treatment Plant	Treatment Plant painted	DIS	Works packaged with upgrade/replacement to plant. Perimeter fencing has been replaced.
2.5.4	Improved signage in all towns	Directional signage to Burcher from West Wyalong	Signs placed at West Wyalong	DIS	Burcher sign completed. Condobolin and Tullibigeal completed – signs already at Lake and Tottenham.
		Install historical Signage throughout the Shire	Historical signage erected throughout Shire	DETED	Historical signage installed in Bathurst Street Condobolin and Pioneer Park Tullibigeal. Funding application for SCCF round 3 for signage in Lake Cargelligo was successful. Community consultation and final designs are underway.

Outcome 2.6: Attract new residents to the Shire

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
2.6.1	Promote the benefits of a rural lifestyle	Build houses at Condobolin & Lake Cargelligo (Spec homes)	Houses built	DETED/MTP	Residential property purchased in Condobolin. New dwelling in Lake Cargelligo completed. Council's Local Strategic Planning Statement has been completed. Council will need to undertake further studies to determine the need and impacts associated with creating more rural living lots as part of a rural and industrial land use strategy.

	Investigate Changing Council's LEP to allow for more Rural living lots.	LEP completed with provision for Rural Living blocks	DETED/MTP	Design completed. Development approval obtained. Construction plans and detailed estimate were prepared by consultant engineers. Investigations into carrying out Stage 1 are underway.
	Complete preparations for the Scott Street sub-division.	First stage of sub-division completed	DETED	A new prospectus pack will be prepared to provide to potential new businesses to relocate to the Shire, which will include the promotion of affordable housing in the Shire.
	Promote affordable housing in the Shire to external markets.	Increased resident numbers	DETED	

Transport

Outcome 3.1: Efficient transport networks that meet community and business needs

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
3.1.1	Implement road maintenance, renewals and improvements in accordance with Transport Asset Management Plan.	Complete annual maintenance, renewals and improvements program.	Reseal program completed. Grant funded programs completed, e.g. Roads to Recovery, Block, REPAIR, NDRRA. Complete works identified in AMP. Rest areas completed.	DIS	Reseal program for FY1920 complete. BLOCK grant works complete for FY1920, , and works underway for FY2021. Planning underway for resealing in FY2021. NDRRA application approved for storm damage sustained in April 2020. Fixing Local Roads, Fixing Country Roads, REPAIR, Roads to Recovery, and FAG funded works are being programmed for delivery.
		Reinstate flood damaged roads		DIS	
		Implement road sealing program		MR	
		Prepare and implement truck rest areas near each village.		MR	
3.1.2	Operate and maintain airports at Condobolin, Tottenham and Lake Cargelligo to meet statutory standards.	Complete Condobolin Airport Master Plan	Compliance with statutory requirements.	DIS	Masterplan done. Budget allocate made in 2021/22. No progress. Gravel resheet done. Grade water Roll complete 2020 Management plan done. Not yet adopted by Council.
		Reseal Condobolin Aerodrome			
		Reseal Tottenham Aerodrome	Resheet Lake Cargelligo Resheet Lake Airport runway		
		Resheet Lake Cargelligo			
Complete the Condobolin Airport Management Plan.	Management Plan				

		Implement the Actions in the Condobolin Management Plan	completed and adopted by Council. Management Plan action items implemented. Actions in plan implemented.		Not yet done, owing to lack of funding. Replacement and upgrade of PAALC at Lake Cargelligo Complete.
3.1.3	Progressively widen existing narrow seals in accordance with Transport Asset Management Plan.	Complete reconstruction and widening of segments as a progressive program.	Completion of projects identified in the AMP.	DIS	Narrow seals on MR57S Gipps Way, MR231 Wyalong Road, Fifield Road 57N and SR1033 Boreamble Road have been widened and reconstructed as required during FY1920.
3.1.4	Implement Rural Addressing	Map every rural entrance Notify all rural property holders of their address Install Signage	Rural Addressing completed.	DCCS GISO	Rural addressing completed.
3.1.5	Truck By-pass for Condobolin, Lake Cargelligo & Tottenham	Advocate to the Department RMS, for a truck by-pass of Condobolin and Tottenham and develop a truck bypass for Lake Cargelligo	Submission to Department of RMS completed.	DIS	Staged concept design for Lake Cargelligo done. Stage 1 bypass completed. Stage 1B detailed design done and Stage 2 detailed design underway. Funding for Stage 1B roadworks for secured and to commence in 2021 Detailed design for Condobolin bypass via Denison & Lachlan Streets done. Maitland Street, upgrade commenced. . . Grant application submitted for additional funding for roadworks in FY2021 . Tottenham bypass signage and line

					marking installed. Options assessment for Tottenham rail bridge completed. Grant application for funding for design and construction submitted.
3.1.6	Road Safety Program	Participate in the Local Government Road Safety Program in partnership with Parkes and Forbes Shires.	Completion of three year Road Safety Program.	DIS	FY1920 funding agreement with RMS executed.
3.1.7	Traffic calming and road safety in Lake Cargelligo, Tottenham and Condobolin	Intersection upgrades of William & Lachlan Streets, Lachlan Valley Way & Diggers Avenue Condobolin and intersection of Foster & Canada Streets, Rodeo Drive & Canada Streets, Rodeo Drive & Grace Streets, Narrandera Street & Rankin Springs Road Lake Cargelligo Main street improvements in Condobolin, Lake Cargelligo and Tottenham	Designs and costings completed. Grant programs identified grant applications submitted. Construction works underway. Main street masterplans are completed. Improvements completed	DIS	Designs completed for all intersections. Rodeo Drive HV upgrade completed including line marking. Condobolin not yet done. Detailed design completed for William, Busby & Lachlan Streets. Concept design completed for Denison Street. Foster Street detailed design done. Tottenham signage. Programing underway for service relocation in late 2020, with roadworks to follow.

Outcome 3.2: Improved pedestrian and cycle paths

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
3.2.1	Implement the Disability Inclusion Access Plan	Improve access for pedestrians and mobility aid users in areas lacking footpaths.	50% of Active Travel Plan completed Footpath and kerb & gutter	DIS (DIAP)	Installation of disabled parking and pedestrian ramp in Lachlan Street Condobolin. Further modifications required Footpath program amended.

		<p>Staged implementation of the Active Travel Plan (ATP) for Tottenham, Lake Cargelligo and Condobolin.</p> <p>Upgrade the footpath and include a cycleway along Bathurst St with Condobolin main street improvements.</p> <p>Deliver footpath and kerb and gutter replacement program</p> <p>Install pedestrian crossing at the intersection of Foster and Canada Streets, Lake Cargelligo.</p> <p>Install pedestrian lay-backs in key areas around the schools in Condobolin and Lake Cargelligo.</p> <p>Construct shared paths around recreational facilities at sites identified in the Active Travel Plan, including, Tottenham racecourse and cemetery, Gum Bend Lake, Lake Walkway Stage II.</p>	<p>replacement program underway. Pedestrian crossing completed with Lake Cargelligo main street improvements.</p> <p>Works underway.</p> <p>Designs and costings completed.</p> <p>Grant programs identified grant applications submitted.</p> <p>Construction works underway.</p> <p>Installations begun.</p>		<p>Additional Footpath and laybacks completed at Utes in the Paddock and William Street Condobolin but not Bathurst St.</p> <p>Additional footpath and layback completed in Napier Street, Canada, Uabba, Yelkin, Prior, Foster, Lake, Lorne, Grace, WalkerUmang, Merilba, Moondana, Bulbodney, Mogille and Meryula Streets.</p> <p>Footpaths and pram ramp upgrades completed in Condobolin, Tottenham and Tullibigeal with Drought Communities Program. Lake Cargelligo Works have been funded through Drought Stimulus Program.</p> <p>Canada Street crossing complete. Foster Street not done yet.</p> <p>Gum Bend Lake walkway – 510m of footpath works complete.</p> <p>1580m constructed - Lake Cargelligo Foreshore walkway stage 2. Funding secured for stage 3</p> <p>2 bubblers installed at Gum Bend Lake</p>
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		Install drinking stations along shared paths			
3.2.2	Develop disabled parking zones in all main towns.	Complete a map of disabled parking spots after consultation with the disabled community. Upgrade existing and install new disabled parking spaces. Disabled access ramp to Australian Standard AS2890	Map completed and parking spots re-located accordingly. Disabled car spaces and ramps constructed.	DIS (DIAP)	Condobolin library needs modifications to reduce grade, Condobolin Memorial Park done. Disabled parking included in design for Foster St, Lake Cargelligo pending funding FY2021.

Outcome 3.3: Upgrade Street Lighting

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	General Ledger
3.3.1	Conduct an audit of Street Lighting Requirements and develop street lighting works program.	Complete Audit and deliver works program including adjoining roads and caravan parks. Install street lights at the side of the Lake Cargelligo caravan park.	Audit done. Delivery program underway. Installation of new lighting.	DIS	LED streetlight replacement program developed with Essential Energy. To be rolled out across the entire shire in 2021.No progress.

Governance & Financial Control

Outcome 4.1: Involved and Active Community Groups

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
4.1.1	Support and develop the capacity of Council's S355 committees and other committees that manage Council facilities, events and initiatives.	<p>Ongoing liaison with committees.</p> <p>Provide point of contact and selected information and training opportunities.</p> <p>Correspondence regarding terms of reference and Financial Reporting.</p>	<p>S355 committees active and delivering on terms of reference.</p> <p>Compliance with the requirements of Sect 355 of the Local Govt Act and Council attendance at Sect 355 committee meetings.</p>	DCCS	<p>Committees have been contacted and given the Terms of Reference. Committee meetings have been attended upon request.</p> <p>The Administrative Officer – Corporate & Community Services has been established as the point of contact for the committees.</p> <p>Compliance requirements followed up for 2019 & 2020 external audits.</p>
4.1.2	Re-vamp Australia Day celebrations so that there is one main event in the shire	<p>Creation of an Australia Day Shire Wide Committee</p> <p>Run Australia Day as a Shire Wide event.</p>	<p>Committee created and working</p> <p>Attendance of 100 people at the Australia Day celebrations.</p>	GM	<p>Committee created.</p> <p>Achieved</p>

4.1.3	Encourage community events	<p>Develop a community Event approval process for community event holders.</p> <p>Notify event holders of their responsibilities for lodging documentation four months prior to the up-coming event.</p>	<p>Create an easier event application process with fast approval. Regular event holders notified.</p>	TO/DETED	<p>New approval process has been developed, along with an event management guideline.</p> <p>An ongoing issue – an event may need to be held to discuss the importance of lodging applications in advance as staff are often given 1-2 weeks and insufficient information with event applications.</p> <p>An event has been held to assist event planners to ensure an efficient process.</p>
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Outcome 4.2: Strong effective and Responsive Council

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
4.2.1	Council is financially sustainable and provides services at a level expected by the community.	<p>Complete quarterly reporting against budget</p> <p>Complete Statutory accounts</p> <p>Operate an effective Audit Committee</p>	<p>Quarterly budget review to Council within 2 months after the end of the quarter.</p> <p>Statutory Accounts completed by 31 October</p> <p>Implement recommendation</p>	<p>DCCS</p> <p>DCCS</p> <p>DCCS</p>	<p>Reports to Council occurring in accordance with Local Government (General) Regulation timelines</p> <p>2019 & 2020 statutory accounts completed within legislative timeframes Audit, Risk & Improvement Committee has commenced meeting regularly.. ARIC training attended by GM, DCCS and Audit Committee Chair.</p>

		Continue to implement FFTF reforms	s from the Audit committee		Asset renewals ratio benchmark not achieved in 2016-2017 or in 2017-2018 due to effects of flooding in 2016. Asset renewal ratio achieved in 2018-2019 but not achieved in 2019-2020.
		Review investment policy	Council meets the FFTF targets each year.	DCCS	
		Tender Council's Banking Service	Average return on Investment of 20 basis points above the Bank Bill Swap Rate. Saving total of \$20,000.	DCCS	Achieved 2016-2017 , 2018-2019 & 2019-2020
				DCCS	In 2020 the portfolio outperformed bank bills by 1.53%
					Bank Bill index 0.85% Council 2.37%
					In 2019 the portfolio outperformed bank bills by 0.94%
					Bank Bill index 1.97% Council 2.92%
					In 2018 the portfolio outperformed bank bills by 1.05%
					Bank Bill index 1.78% Council 2.84%
4.2.2	Council's decision making is	Training for Councillors	Councillor training plan developed &	GM DCCS	LGNSW events and training opportunities distributed. Code of Conduct, Meeting Code of Practice

	equitable and ethical.		training undertaken. Council's decision making and operational activities meet regulation compliance and community expectation.		delivered. Finance for Councillors training offered and several Councillors trained. Social Media training delivered to Councillors. Chairing Effective Meetings training deferred due to COVID-19.
		Ensure that policies are reviewed regularly.	95% of policies reviewed by due date.	HR Manager	Policies are progressively being reviewed.
4.2.3	Strengthen regional cooperation to the benefit of local residents	Council demonstrates strong leadership developing initiatives with Central West Joint Organisation, MLA and other strategic alliances such as Penrith City Council.	Reported to Council on activities held.	GM DCCS	Opportunities to work with other strategic alliances are acted on as these become available. Discussion with PCC GM regarding resource sharing, co-operative employment models and workforce capacity.
4.2.4	Customer Request system in place and operational	CRM's reviewed and reported to council regularly	95% CRM's tasked are completed in an established timeframe	GM DCCS	CRM training undertaken
		Community/Customer Satisfaction Survey undertaken to measure Council responsiveness and services.	Average STATUS of satisfactory or better.	DCCS	CRM system upgraded and Re-implemented. Reporting to ELT and Council commenced. Community Survey planned 3 rd quarter of FY2020/21
4.2.5	Council's exposure to risk is minimised.	Review Council's Enterprise Risk Management Plan and implement actions.	75% of actions implemented.	GM, DETED DIS, DCCS	Development of enterprise risk management plan delayed and rescheduled several times due to

					<p>COVID-19. Currently scheduled for October 2020. Business Continuity and Disaster Recovery Plans reviewed and adopted.</p> <p>Cyber security audit undertaken and Cyber Security Policy and Framework adopted. Lost time injuries less than 600hrs in 2018/19. 488 hours Lost Time for 2019/2020.</p> <p>On track to achieve this target with the current accepted claims.</p>
		Provide a safe workplace to all employees	Less than 600 hrs lost by Year 3.	HR Manager	
		Hold Health and Safety committee meetings	Meetings held quarterly with 80% attendance.	HR Manager	A Health and Safety Committee meeting for this period was not held.. Meeting schedule for 2021 prepared.
		Investigate the tendering of Insurance.	15% reduction in insurance cost from 16/17 level.	HR Manager	Complete.
		Workplace safety awareness training	Training provided to at risk staff.	HR Manager	WHS Induction training held on a regular basis. Return to Work Co-ordination action being delivered by WH&S Officer.
		Active management of staff who suffer Workplace incidents.	Return to work plans in place for all staff on Work-cover.	HR Manager	Return to work plans completed for staff on workers compensation

		Review Council's Salary Structure	New Salary Structure implemented	HR Manager	New Salary Structure Framework drafted with the assistance of Council Engagement Officer from OLG Draft documents distributed to staff and Unions in October 2020. A Meeting was held in December 2020 with the USU and LGEA delegates regarding the draft Framework. Unions to hold Meetings in early 2021 with staff.
4.2.6	Effective and efficient management of fixed assets	Implementation of the Asset Management System in Authority.	Improved ROI List of Surplus Assets developed.	DCCS	All assets now incorporated in Civica Authority data base. Asset lists are progressively being reviewed and updated. List of property being prepared for consideration.
4.2.7	Operational Buildings which enable Council to efficiently perform its functions.	Replace roof and Air conditioning at the Council Chambers	Replacement complete.	DETED	Air conditioning has been replaced. Works commencing on the replacement of the roof in March 2021.
		Construct new depot at Condobolin in the Industrial subdivision.	Completed Condobolin Depot.	DETED	Contract issued for construction of new depot. Works are set to commence in March 2021
		Relocate Lake Cargelligo depot	Relocation Complete of Lake Cargelligo Depot.	DETED	Air conditioning has been replaced. Works commencing on the replacement of the roof shortly. Council staff are working on finding a suitable location for the relocation of the Lake Cargelligo depot and suitable funding to complete the project
4.2.8	Ensure that Council has a skilled and competent workforce	Provide professional development, and required training to staff	80% of Training delivered as identified in staff training plans.	HR Manager	Training plans have been completed for 2020/2021. Training will be scheduled accordingly. Courses undertaken include – First Aid, Fraud Awareness, WHS Compliance, Code of

necessary to achieve its strategic outcomes.	Develop succession plans for crucial positions identified in the workforce Management plan.	100% of succession plans developed for critical positions.	HR Manager	Conduct, Integrated Planning and Reporting and Report Writing. Workforce Plan to be reviewed again in 2020/2021 Succession Plan to be reviewed.
	Promote Council as an employer of choice.	Review employee benefits brochure and included in recruitment packs and on Council's website.	HR Manager	Benefit brochure included in recruitment packs. Currently developing an Attraction and Retention Policy. LSC won the LGEA Employer of Choice Award 2020
	Conduct bi-annual employee opinion survey which measures employee engagement.	80% undertaking of survey Staff satisfaction levels increase by 10% from 2017. 90% permanent staff completion.	HR Manager	Staff Survey conducted in October 2019.96% of employees are moderately satisfied with their job which is 7% higher than the industry average and on par with previous results Exit Interviews conducted for exiting staff
	Conduct exit interviews on all exiting staff.		HR Manager	
	Ensure that staff have access to independent consultants to discuss personal issues.	Appointment of an employee assistance provider		Access available. Contract negotiated through Centroc 1/8/19 to 31/7/22.

4.2.9	Better staff engagement	Regular Staff meetings.	All staff meetings held six monthly.	GM	All staff meetings deferred due to COVID-19, all staff emails and GM BLOG used to distribute information. Monthly Depot meetings held in Condobolin and Lake Cargelligo. Quarterly Depot meetings held in Tottenham.
		Staff Newsletter	Bi-monthly staff newsletter issued with contributions from all Directorates.	HR	Newsletters are issued bi-monthly.
		Hold staff inductions	95% of new staff inducted within one month of starting.	HR	Staff inductions are undertaken.

Outcome 4.3: Enhance communication with Residents

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
4.3.1	Enhanced Communication with the Community	Re-vamp Council's Website Increase posts to Council's face-book page.	10% increase in hits to Council's web-page. 20% more friends to face-book page.	DCCS/D ETED/CE CO	Postponed until the evaluation of IT issues for the Mid Lachlan Alliance Fitness Grant has been completed. There has been a significant increase in the number of posts on Council's

		Construct community contact database	Implementation of Instagram platform. Database completed and communication of key events issued via text and e-mail.		Facebook in the last two years. Under development
		Run a monthly column in the local newspapers.	Newspaper column active.		Fortnightly column in local newspapers. Increased Media Releases being produced.

Outcome 4.4: Strategic Management of Villages and Crown Reserves

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
4.4.1	Develop Village Management Plans	Develop Specific Management Plans for Tottenham, Fifiel, Burcher and Derriwong.	Village Plans Completed.	DETED	Village management plans done. Improvement actions being incorporated into LTFP prior to further community consultation. Some of the identified works have been completed works using the funds associated with the Drought Communities Grant Programmes.
4.4.2	Develop plans of Management for all Crown Reserves.	Develop a Management Plan for the SRA Grounds. Develop a generic master plans for all crown reserves and then customise for each specific reserve	Management Plan completed. Masterplan completed.	DIS DIS	Draft Plan of Management for SRA and campgrounds submitted to the Department for assessment <ul style="list-style-type: none"> Draft Plans of Management for all Crown reserves are complete and awaiting assessment by Department of

					<p>Crown Lands. Condobolin SRA and campgrounds,</p> <ul style="list-style-type: none"> • Gum Bend Lake, • Tottenham Recreation Ground and Racetrack, • Tullibigeal Recreation Ground and Racetrack, • Lake Cargelligo Recreation and show grounds; and • Generic Plan of management the all other Crown Reserves
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People & Environment

Outcome 5.1: Modern waste management system

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
5.1.1	Review and implement Council's waste management strategy.	Implement Shire wide Waste Management Strategy.	Strategy implemented	DETED	Implementation underway. Fifield, Derriwong and Albert tips closed and remediated. Waste Management Strategy prepared for Condobolin and Lake Cargelligo Waste Facilities. Actions being implemented. Rehabilitation works for Albert and Fifield completed.

					<p>New landfilling sequence implemented and removal of legacy stockpiled waste at Condobolin Waste Facility. Lake Cargelligo enhancements completed, new waste cell installed, removal of hazardous waste stockpiles, improved operational layout and reduction in litter blown pollution. Review of strategy to be undertaken and performance measures.</p> <p>Regular servicing of stockpiles are reducing fire hazards and legacy issues.</p> <p>Netwaste Regional Contracts for scrap metal, e-waste and household chemical cleanout programs are diverting waste from landfill.</p> <p>Clean fill has been stockpiled for use as cover at the facilities.</p> <p>Review of Lake Cargelligo Waste Facility was undertaken to evaluate the most sustainable operation for Council. Three (3) options have been identified but are dependent on the acquisition of adjoining land and/or life of existing landfill.</p> <p>New Cell has been installed at the Burcher Waste Facility.</p>
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<p>5.1.2</p>	<p>Provide solid waste collection and disposal services.</p>	<p>Maintain effective collection and disposal services</p> <p>More street bins for villages</p> <p>Ensure that streets in the towns are free from rubbish</p>	<p>Number of complaints minimised and responded to.</p> <p>Favourable community satisfaction survey.</p> <p>Favourable community satisfaction survey.</p>	<p>DETED</p>	<p>Appointed new collection contractor. No complaints received Completed</p> <p>Ongoing</p> <p>Complaints about bin bank set up requesting skip bins for bulky items. Skip bins provided. Council staff will monitor the budget and if sufficient funds are available a bulky waste collection will be arranged for the main villages</p> <p>Front load skip bins are effective in providing waste disposal system at Albert and Fifield. Installation of 240 litre waste bin holders highlighted to assist servicing of units at these locations and reduce incidents</p> <p>Recent closure of facilities in Parkes Shire Council may impact bin bank systems at Fifield and Albert. These facilities are being monitored to ensure capacity is not exceeded and to ensure illegal dumping is not occurring.</p> <p>Kerbside waste collection service has been extended to Murrin Bridge.</p> <p>Design completed and Development Application lodged for the Condobolin Waste Transfer</p>
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					<p>Station, Penrith City Council undertaking assessment.</p> <p>A contractor has been appointed to commence the construction of the Waste Transfer Station in Condobolin. Construction will commence in March 2021.</p> <p>Council road works additional 1 week.</p>
5.1.3	Implement and maintain recycling services.	Implement Kerbside recycling	<p>Kerbside recycling, drop off bays at Waste Facilities where appropriate. Waste Action Plan adopted. Review kerbside collection programs as necessary.</p>	DETED	<p>Appointed new collection contractor. No complaints have been received.</p> <p>Completed</p> <p>Complaints about bin bank set up requesting skip bins for bulky items. Skip bins provided.</p> <p>Ongoing monitoring of skip system, one complaint received during Christmas period about facility not meeting excess waste demand during this period. Extra bins to be rolled out to accommodate waste demand over Christmas/new year period.</p> <p>Appointment of new Site Management contract for all Condobolin, Lake Cargelligo,</p>

					<p>Tottenham, Tullibigeal and Burcher Facilities.</p> <p>Formal instrument of agreement implemented for the processing of recycling with JR & ER Richards Pty Ltd, for the period of 2 years ending 1 July 2022.</p> <p>Recycling bin banks installed at Lake Cargelligo, Condobolin, Derriwong and Tottenham Waste Facilities.</p> <p>Council agreed to participate in the Netwaste regional scrap metal collection and recycling tender.</p> <p>5,000 chemical drums recycled through drum muster across LSC.</p> <p>The CRC shed has now been completed.</p>
<p>5.1.4</p>	<p>Develop and implement a trade waste policy.</p>	<p>Implement Policy through a joint project with Central West Joint Organisation/Utilities Alliance.</p>	<p>Policy in place.</p>	<p>DETED/DIS</p>	<p>Draft Policy prepared by DETED's team and with DIS for review.</p>

<p>5.1.5</p>	<p>Investigation into the viability of Tullibigeal and Burcher Waste Management Facilities.</p>	<p>Profit and loss summary for overall waste management</p>	<p>Investigation complete and recommendations made.</p>	<p>DETED</p>	<p>Completed Open unmanned – monitoring of tyres and asbestos to be continued Minimal disposal of asbestos and tyres, these waste removed from site immediately if disposed. Operational cost has significantly reduced and meeting environmental performance standards with regular maintenance.</p> <p>Current operations are satisfactory, no significant pollution events have occurred. Tullibigeal waste facility experiencing increase presence of litter blow pollution, increase in servicing and litter collection implemented upon request/complaint.</p> <p>Ongoing management of facilities is being undertaken to ensure waste is disposed of appropriately, stockpiles are managed and the risk of fire, vermin, and litter pollution are minimised. Trialling the utilisation of Lake Cargelligo waste attendant to service/undertake routine duties at Tullibigeal facility once a month or when required.</p> <p>Burcher and Tullibigeal Waste facilities operating within budget</p>
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					allocations, maintaining of stockpiles and disposal of waste continuing to minimise risk associated with landfills.
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Outcome 5.2: Care for our community land

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
5.2.1	Control weeds and feral pests.	<p>Conduct weed and feral pest inspections inspection program and control operations.</p> <p>Undertake pest and weed control program on Council managed reserved</p>	<p>Inspection program implemented. Weed control activities completed as programmed.</p> <p>Feral pest control program completed, % reserves sprayed, pest numbers caught controlled.</p>	<p>DETED/Weeds Officer</p> <p>(DIAP)</p>	<p>Ongoing All targets met or exceeded</p> <p>Ongoing Program conducted in accordance with the level of staffing and funding available. Positive feedback received from the general public.</p> <p>Ongoing, some complaints received regarding timeliness of spraying. Additional resources required if an increased level of service is to be provided.</p> <p>Increase in mosquito activity due to recent rain. Monitoring over the summer months.</p>

		Spraying program for footpaths	Paths free from weeds (DIAP)		<p>Officers undertaking weed control of footpaths, facilities and grounds in towns and villages. Recent rains have created increased cathead and Khaki weed in LGA.</p> <p>Biological control (Cochineal) used and extremely effective for control of Prickly Pear. A Rust used for control of Bridal Creeper was not as effective, possibly due to the drought.</p> <p>Officers undertaking weed control of footpaths, facilities, ground and red posts in towns and villages. Recent rains have created increased vegetation growth.</p> <p>New officer appointed and all positions filled.</p> <p>Application of mosquito control being applied to stagnate water and areas of increase activity including Gum Bend lake, Willow Bend and table drains.</p>
5.2.2	Work with the Local Land Services to implement natural resource management initiatives.	<p>Progress Lake Cargelligo Wetland Projects.</p> <p>Investigate options for funding a development officer to work with National Parks and Wildlife service.</p>	<p>Wetland constructed.</p> <p>Funding investigated and, if available, Development Officer employed.</p>	DETED	Ongoing discussions with DPI and LLS

<p>5.2.3</p>	<p>Develop initiatives to reduce Council's carbon footprint.</p>	<p>Develop initiatives to reduce Council's carbon footprint</p>	<p>Initiatives implemented e.g. LED street lighting, recycled plastic bins.</p>	<p>DETED/DIS</p>	<p>Ongoing within budget. Support for Southern Lights project through CNSWJO Exploring grant options and Office of Environment and Heritage are undertaking evaluation and recommendation for Council to improve energy consumption/sustainability.</p> <p>An Energy Sustainability Policy has been adopted and grant funding has been allocated for the installation of a minimum of 11 solar projects by 30 June 2021 .</p>
<p>5.2.4</p>	<p>Address weed and salt issues at Gum bend lake.</p>	<p>Put in place a salt bush planting program to alleviate salinity issues which have arisen due to the installation of the lake.</p> <p>Put in place a weed control program at Gum Bend lake</p>	<p>No of salt push plants planted 20% reduction in salinity levels present in the soil surrounding Gum Bend Lake 20% reduction in noxious weeds at Gum Bend Lake.</p>	<p>DIS/Weeds Officer</p>	<p>Herbicide program completed for aquatic weeds. Drought has emptied Gum Bend Lake and killed all aquatic weeds. Lake dredging and sealing works complete.</p> <p>400 salt tolerant species seedlings planted. Salt tolerant species seeds have been planted across salt affected area.</p> <p>Aquatic weeds temporary eliminated due to the dam being dry.</p>

					Weed management undertaken as part of going weed officer operation.
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Outcome 5.3: Ensure that animals are properly controlled

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
5.3.1	Provide animal management services and encourage responsible ownership.	Hold discounted micro chipping and de-sexing programs each year.	20% increase in animal registrations.	RO	<p>Services provided and considered successful Ongoing in conjunction with vets and RSPCA. Free microchipping held at drought assistance day, part of Rapid Relief Drought Assistance, In total 55 dogs microchipped.</p> <p>De-sexing Program held and processed cats and dogs for pensioners and low socio-economic households</p> <p>Increased focus on rehoming program with RSPCA and other rehoming organisations.</p> <p>Concept Plans for a new animal shelter are being developed and the construction of the new shelter will be</p>

					carried out as part of a successful grant application.
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Outcome 5.4 Community Safety

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
5.4.1	Management of Swimming Pools	100% compliance with swimming pool regulations		DIS	. Swimming Pool operations continue under contract. Toddler filtration upgrade works are currently being tendered
5.4.3	Management of Drug & Alcohol Issues	Support CDAT initiatives		DCCS	Not progressed as yet Council provides letters of support for projects. Meetings attended.
5.4.4	Mitigation of Crime	Installation of CCTV in Foster Street, Lake Cargelligo.	Approval of funding	DCCS	Grant applied for but unsuccessful. Will look for other grant opportunities. Funding allocated under the LRCI Program and installation to be completed by 30 June 2021 .
		Complete a Crime Prevention Plan.	Plan completed.		Not yet started

Outcome 5.5: Celebrating and Preserving our Heritage

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
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5.5.1	Promote and Celebrate Heritage and Achievements	Complete Heritage walks in Condobolin and Lake Cargelligo.	Walks completed.	DETED/DIS	Stronger Country Communities Grant application in place for Heritage signs in Lake Cargelligo was successful. Heritage signs in Condobolin and Tullibigeal completed.
5.5.2	Protect and Manage our Heritage	Update Council's LEP with significant local buildings. Adopt a Heritage Management Plan	Council's LEP updated. Heritage plan adopted and implemented.	DETED	Council was unsuccessful in a grant application to review the European heritage study and update schedule 5 of the Council's LEP. The findings of the Aboriginal Heritage Study will be incorporated into Schedule 5 of the LEP as appropriate. Council officers will continue to seek funding to update the heritage study/Council's LEP listings. Completed
5.5.3	Support our Natural and built heritage	Identify significant buildings and apply for grants under the Heritage Near Me Program.	Successful grant applications	DETED	Council is currently seeking funding through other funding streams being offered by NSW Government to support our natural and built heritage. Council was successful in obtaining a grant to undertake an Aboriginal Heritage Study and this process is currently underway.

Recreation

Outcome 6.1: Increased recreational use of lakes and rivers

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
6.1.1	Complete the Lake Cargelligo and Gum Bend Lake shared paths to improve access.	<p>Reseal shared path to Gum Bend Lake walkway.</p> <p>Extend Gum Bend Lake walkway around the lake.</p> <p>Level camping area and improve stormwater drainage at Gum Bend Lake</p> <p>Construct bushwalks at Mt Tilga, Wagoon and Tallinga.</p> <p>Signage for walkway Mt Tilga and directional signage</p> <p>Finalise Lake Cargelligo foreshore Walkway Stage II design and construct</p> <p>Improve access tracks and signage to bird hides.</p> <p>Implement Gum Bend Lake Committee 6 Year Improvement Plan including additional BBQ's at Gum Bend Lake and Lake Walkway</p>	<p>Gum Bend Lake walk way reseal completed.</p> <p>Signage erected.</p> <p>Lake Cargelligo Walkway Stage II completed.</p> <p>Survey, investigation, design and costing done and grant program identified for funding. Walkway complete.</p>	DIS	<p>Complete</p> <p>510m of concrete walkway constructed.</p> <p>Camping area drainage has been improved.</p> <p>Feature survey and design done.</p> <p>Multiple grant applications submitted. Funding unsuccessful.</p> <p>Stage II Lake Cargelligo Walkway 1580m of Construction complete. Funding secured for final 800m remaining to arrive at Deadman's point reserve. .</p> <p>Works being done progressively.</p> <p>Gum Bend Lake Play equipment upgrade is complete. 2 new Sheltered BBQ's completed. 4 new seats/shelters installed with Rotary, Donations box and additional signage completed</p>

			<p>New signs erected and create a safe path for users.</p> <p>Implement improvement plan.</p>		<p>near boat ramp. Dredging and sealing works have been completed while the Lake is dry.</p> <p>6 year plan is currently being updated.</p>
6.1.2	Secure a reliable water supply for Gum Bend Lake.	Lobby directly and participate in regional group meetings and provide information and submissions as applicable e.g. involvement and advocacy in development of next water sharing plan. Investigate ground water options	Lobbying has been undertaken. Participate in meetings, information is provided and submissions are made as determined.	DIS	<p>Ground water options were not investigated further as they were deemed not viable.</p> <p>Opportunity to purchase a high security licence through the Drought Communities program was rejected by the Grant body. Establishment of a reserve fund for the future purchase of a High Security Water licence.</p> <p>Ongoing lobbying with government officials and agencies.</p>
6.1.3	Develop feasibility study for water themed parks across the shire	<p>Apply for grants for waterparks at Memorial Park, Condobolin and Liberty Park, Lake Cargelligo.</p> <p>Deliver feasibility study</p> <p>Design water themed parks</p>	<p>Groundwater hydrogeological report completed.</p> <p>Design and estimates done for water themed parks</p> <p>Grant program identified and grant application submitted.</p>	DIS	<p>Proposal put to GM, Directors and Strategic Planning Meeting. Preference was to spend money improving parks and play equipment.</p> <p>Upgrade to Toddler pool filter systems will include some water play elements.</p> <p>Not required</p> <p>Not required</p>

Outcome 6.2 Upgrade Community Buildings

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
6.2.1	Upgrade Lachlan Shire Libraries	Increase the floor area of Condobolin Library to meet NSW State Library guidelines and install disabled toilets	Plans Drawn up for Condobolin Library. Investigation re the viability completed. Review Completed.	DCCS	Complete
		Investigate the options and viability of moving Tottenham library.			Library Strategic Plan to be developed before 30 June 2021 Has been tasked to the Librarian.
		Review opening hours of Lake Cargelligo Library and Customer Service Centre.	Expand opening hours for Council's office in Lake Cargelligo.	DCCS	Library Strategic Plan to be developed before 30 June 2021, has been tasked to the Librarian
6.2.2	Upgrade & Maintain Community Halls and facilities.	Upgrade Burcher with option to relocate museum within hall.	Museum re-located.	DETED/MBS/DIS	The Museum Committee have decided to move the museum to the hall. A schedule of works has been created and the works are scheduled to be completed by June 2021 and this process is currently being planned.
		Install toilets and showers at Kiacatoo hall.	Evaluation completed. Toilets installed.		Toilets installed – Showers are not considered to be a viable option
		Upgraded and Cleaner Public toilets.	User satisfaction increased from a 3.5 index to a 3.7 index, according to		New toilets at Burcher completed. Frogs Hollow toilet installed.

		<p>Increased maintenance at Memorial Hall, Lake Cargelligo</p> <p>Install curtains and hanging wire at Memorial Hall Lake Cargelligo.</p>	<p>the Micromex community survey.</p> <p>Usage increased by 10%.</p> <p>Curtains Installed</p>		<p>Building has been re-roofed. Kitchen currently being replaced and a new curtain is being installed with grant funding</p>
		<p>Parking on Western Side of Tullibigeal Hall</p>	<p>Car-park constructed.</p>		<p>Gravel car park constructed.</p>
		<p>Public toilets in Lake Cargelligo CBD</p>	<p>Evaluation completed. Toilets installed.</p>		<p>Not commenced-Existing toilets next to the VIC. A toilet for the skate park has been incorporated as part of the new amenities block for the Lake Cargelligo swimming pool.</p>
		<p>Public toilet in park next door to Lake Depot</p>	<p>Evaluation completed. Toilets installed.</p>		<p>Not commenced –funds not available</p>
6.2.3	Provide Swimming Pools in each main town	Effectively operate and maintain pools at each main town	Effective pool management contracts in place. Customer satisfaction rating	DIS	<p>Leak sealing and liner works completed, saving council around 18ML of water per year.</p> <p>Tottenham Amenities Block complete.</p>

		Deliver improvement works to meet current Department of Health requirements including filter separation	to increase from 4.3 to 4.4. Improvement works done		Lake Cargelligo Amenities Block funding secured through BBRF grant. Construction Tender process underway. Filter separation tender is underway. Works are planned for 2020 winter season. Contract for Pool Operations renewed for 2020-2023 seasons.
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Outcome 6.3: New and Visually appealing streetscapes

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
6.3.1	Programed a themed street tree replacement program.	Develop a plan of existing street trees and species list and implement a themed street tree replacement program.	Program developed	MREC	Planting complete in Condobolin, Lake Cargelligo, Tottenham, Albert and Tullibigeal and tree replacement planning continue Drought has caused the death of many street trees, with continued replacements ongoing.
6.3.2	Upgrade Foster Street Lake Cargelligo & Bathurst/William St Condobolin.	Design and implement streetscape upgrades.	Masterplan developed. Strategic upgrades implemented over 4 years	DIS/MREC	Foster St, Lake Cargelligo detailed design and cost estimate done. Partial funding is available to commence works in late FY2021 William, Busby & Lachlan Sts, Condobolin detailed design is being reviewed. Partial funding secured through Fixing Local Roads grant announcement. Works are being

					planned. Bathurst Street, Condobolin vision master plan completed and used for BBRF round 5 grant application.
6.3.3	Street tree Plan for all towns	Plant street trees according to streetscape plan. Tree maintenance and watering of all street trees.		MREC	Further tree plantings are being planned, pending suitable conditions. Drought has caused the death of many street trees. 66 new trees planted with the return of favourable weather conditions.

Outcome 6.4: Improved Parks & Gardens

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
6.4.1	Improved Infrastructure in Parks	Five year strategic plan developed for Parks and Reserves Works program developed including roll out of soft-fall at existing and new play equipment and repairs to entry way/gates at memorial Parks Re-new existing soft-fall in playgrounds	Strategic plan endorsed by council Works program underway. Soft-fall renewed to required Depths.	DIS	Crown Lands Management review is underway. New equipment completed at Memorial Park, Condobolin, Apex Park Lake Cargelligo and Memorial Park, Tottenham, Lions Park Condobolin Burcher Memorial Park Tottenham Racetrack and Gum Bend Lake Soft fall renewed. Ongoing maintenance continues.

		Install automated underground irrigation to all parks	Irrigation installed to all parks		Automated irrigation is complete at Maurice O'Connor Park, Buckland Park, Bill Hurley Park, Lake Cargelligo Skate Park, Lions Park Condobolin. Irrigation renewed for Pioneer park Tullibigeal and Memorial Park Tottenham.
6.4.2	Upgrade and Maintain recreational and sporting facilities	<p>Five year strategic plan for parks and reserves</p> <p>Management plans for sporting facilities</p> <p>Replace Pat Timmins Oval change-rooms & upgrade SRA Grounds Rugby League Oval</p> <p>Level car parking and extended areas of SRA grounds</p> <p>Improvements to Lake Cargelligo sporting facilities.</p> <p>Install watering systems at Lake Cargelligo oval</p> <p>Replace Amenities at Tullibigeal Racetrack</p> <p>Install Cricket nets at Lake Cargelligo Rec Reserve</p>	Strategic plan endorsed by council Management plans completed and capital improvement underway.	DIS	<p>Crown Lands Management review is underway.</p> <p>Draft Plans of Management have been developed for all crown reserves.</p> <p>Pat Timmins Oval upgrade complete.</p> <p>Car park levelling complete Car park sealing complete</p> <p>Lake Cargelligo Sporting upgrades complete.</p> <p>Stage 1 and 2 irrigation works complete</p> <p>Tullibigeal Amenities replacement complete</p> <p>Preferred site location has changed, with discussions continuing with the</p>

					Lake Cargelligo Central School to locate the cricket nets at "the Complex" on Yelkin Street.

Outcome 6.5: The provision of neat, accessible and respectful cemeteries

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
6.5.1	Improvements at Cemeteries	Upgrade toilet at Condobolin Cemetery Expand footpath network to the Condobolin Cemetery. Install seats at Condobolin cemetery.	Upgrade toilet Footpath to the cemetery completed. Seats installed	DIS (DIAP)	Cemetery Committee removed this from improvement list in the Plan of Management improvements including drainage, paths and kerb & gutter completed. Stage 1 and 2 complete. Irrigation installed at Lake Cargelligo Lawn Cemetery. Irrigation and signage planning underway for Condobolin Cemetery. plinth extension completed .

Outcome 6.6: Community Gardens in the towns

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
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6.6.1	Develop community Gardens in Lake Cargelligo and Condobolin.	Acquire Sites for community gardens	Investigate location for gardens and engage community interest for committee to manage gardens.	DIS	Potential for excess land within the Lake Cargelligo Swimming Pool Lot could be utilised for a community garden site. Not yet done.
		Construct community garden			Not yet done.
		Establish S355 committees			Not yet done.

Service Infrastructure

Outcome 7.1: Water, sewer and energy utilities meet best practice standards with up to date technology

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
7.1.1	Complete effluent reuse systems in the shire	Implement agreed option in accordance with grant conditions	Grant monies acquitted	MU	Scope of works has been revised after receipt of concept design, and costing. Additional \$2.65m funding required before proceeding. Public Works Advisory have been engaged to Project Manage the Effluent Project. Final design and Tender documents are being developed for Tottenham scheme as a priority.

7.1.2	Implement the asset maintenance and renewal program for water and sewerage services.	Complete annual maintenance and renewals program. Review Asset Management Plan and link with Long Term Financial Plan.	Kilometres of pipes renewed/ replaced. Number of sites receiving renewal or upgrading.	MU	Maintenance and renewals Ten Year Program being developed Draft Asset management plans completed. Officers Parade Sewer Pump Station upgrade complete.
7.1.3	Upgraded power Supplies	Upgrade power at Tullibigeal Caravan Park and Recreation reserve.	Power upgraded	DIS	Power upgraded at caravan park. Upgrade for Recreation Reserve completed is underway and will be completed in August 2020.
7.1.4	Plan and undertake a water mains renewal program	Implement a renewal program each year. Review Asset Management Plan and link with Long Term Financial Plan	Nominated renewal program completed.	MU	Ten Year Works Program being developed. 2.25km of water main at Tottenham has been constructed. Fire hydrants & stop valves replaced in Napier, Orange and Molong Sts, Condobolin.
7.1.5	Encourage the generation of alternate energy in the Shire.	Support & facilitate installation of renewable energy & energy projects within the shire.	Projects supported.	DETED/GM	Participation in OEH Sustainable Councils and Communities Program. Considering PPA proposal through JO. Potential for establishment of Micro Grids under review.
7.1.6	Council to improve energy efficiency of facilities and plant.	Progressive investigations & implementation of more energy efficient facilities & plant. Implement replacement of street lighting with energy efficient LED	Funded projects completed. Reduction in electricity costs associated with the provision of	DIS DETED	Variable speed drives installed progressively. Solar power arrays being scoped for large capex projects. Participating in JO Southern Lights LED project. Street lighting LED due FY2021/22.

			water and sewer services.		An Energy sustainability plan has been adopted and eleven (11) solar energy projects have been procured which will reduce Council's energy consumption.
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Outcome 7.2: Water Security for all towns and villages.

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
7.2.1	Progress the Bore Fields 2 Project	Implement project in stages	Stages are progressing satisfactorily & funding applied for.	MU	Three production bores have been constructed. Funding announcement was made for the construction of the bores and pipeline to Condobolin. Public Works Advisory have been engaged to project manage the delivery of this key infrastructure. WTP upgrade options report done. Scoping study for WTP done. WTP upgrade options report done. Scoping study for WTP done. Funding commitment has been advised from DPIE to progress the WTP upgrade project.
7.2.2	Complete Tottenham water security project	Implement agreed option in accordance with grant conditions	Grant monies acquitted	MU	B-Section Pipeline Collaboration Project underway. Discussion paper completed. Public Works Advisory have been

					engaged to project manage the Tottenham Water Security Project.
7.2.3	Upgrade Standpipes	Redesign and install standpipe at Tottenham.	New Standpipe installed.	MU	Upgrades to non-potable standpipes completed in Condobolin & Lake Cargelligo. Albert Standpipe upgraded
7.2.4	Water Availability at Tullibigeal	Up-grade water storage infrastructure to ensure water security for Tullibigeal.	Sufficient water availability for Tullibigeal.	MU	Tullibigeal bore and irrigation project underway. Non-potable water to the Recreation Ground is available.

Outcome 7.3: Adequate town drainage

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2020
7.3.1	Ensure that towns have adequate drainage	Design Drainage system for Tullibigeal. Implement Drainage system and Kerb & guttering in Tullibigeal.	Design & Survey completed.	MU	Two options investigated, unaffordable. Kerb & gutter with urban street sealing completed in Wooyeo St. Cargelligo St design completed, construction funding FY2021.

7.5 ACTIVE RESOLUTIONS AS AT MARCH 2021

TRIM Number: R21/70

Author: Administration Coordinator - General Management

PURPOSE

To provide Council with an update on Active Resolutions as at March 2021.

SUPPORTING INFORMATION

Active Resolutions are attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong Effective and Responsive Council

ATTACHMENTS

1. Attachment A [↓](#)

RECOMMENDATION

That:

1. The General Manager's Report No. R21/70 be received and noted.

ACTIVE RESOLUTIONS AS AT 24 MARCH 2021

**LACHLAN SHIRE COUNCIL
REPORT TO COUNCIL MEETING
TO BE HELD ON 24 MARCH 2021**

AUTHOR: GENERAL MANAGER

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 21	GM	<p>39/2021 OFFER TO PURCHASE LAND WALKER AND LOUGHNAN STREET LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>Council accept the offer to purchase Lots 1, 6, 7 and 10 Section 58 DP 758595 Walker and Loughnan Streets Lake Cargelligo at \$25,000 per lot.</p> <p>The General Manager engage Council's legal representative to prepare the contract documents and transact the sale.</p> <p>The Mayor and General Manager be delegated authority to sign the contract documents and affix the Council Seal.</p> <p style="text-align: right;">Harris/Rees</p>	<p>Purchaser advised of Council's decision and has agreed to purchase lots 1 and 7.</p> <p>Council's legal representative has been engaged and contracts are being prepared.</p>	MAY 2021
FEB 21	GM	<p>11/2021 ALGA CALL FOR NOTICES OF MOTION TO NATIONAL GENERAL ASSEMBLY 2021</p> <p>RESOLVED THAT</p> <p>Council determine any Notices of Motions it would like to submit to the Australian Local Government Association National General Assembly 2021</p> <p>That the General Manager submit the following motion to the Australian Local Government Association Nation General Assembly 2021.</p> <p><i>The National General Assembly calls on the Australian Government to invest in nation building projects where it can be established they will facilitate better road and transport connections between cities and with regions around Australia. The criteria for these projects should be based on the economic opportunities they create for freight and passenger movement, migration, service provision and business support, as these are known to contribute best to our national productivity.</i></p> <p style="text-align: right;">Phillips/Hall</p>	<p>Penrith City Council advised of Council's resolution and draft motion returned to PCC for completion and lodgment with ALGA.</p> <p>COMPLETE</p>	COMPLETE

FEB 21	GM	<p>10/2021 MURRAY DARLING ASSOCIATION – CHANGE OF NAME CONSULTAITON</p> <p>RESOLVED THAT</p> <p>The General Manager complete the online MDA survey and Council participate in the consultation process.</p> <p style="text-align: right;">Hall/Bendall</p>	COMPLETE	COMPLETE
FEB 21	GM	<p>9/2021 CONDOBOLIN'S SHED</p> <p>RESOLVED THAT</p> <p>Council offer the Condobolin Men's Shed long term accommodation at 7 Hay Street Condobolin.</p> <p>A suitable Memorandum of Understanding be developed to communicate the benefits, liabilities and obligations of the parties.</p> <p>The Condobolin Men's Shed members undertake grounds maintenance and minor building repairs at the site in lieu of rent for 3 years from the date of the first Memorandum of Understanding.</p> <p>The Mayor and General Manager be authorised to offer these arrangements to the Condobolin Men's Shed and negotiate the terms of the Memorandum of Understanding.</p> <p style="text-align: right;">Blewitt/Bendall</p>	Meeting held with representatives of the Condobolin Men's Shed on 12 March 2021 to discuss items for inclusion in the MOU. Draft MOU being prepared.	MAY 2021
FEB 21	GM	<p>8/2021 MEMBERSHIP COUNTRY MAYORS ASSOCIATION OF NSW</p> <p>RESOLVED THAT</p> <p>Council join the Country Mayors Association of NSW with the Mayor and General Manager, or their nominated delegate, as Council's representatives.</p> <p>That cost of membership be included in Council's future Operational Plan.</p> <p style="text-align: right;">Phillips/Hall</p>	COMPLETE	COMPLETE

FEB 21	GM	<p>7/2021 LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM EXTENSION 2</p> <p>RESOLVED THAT</p> <p>Council confirm the following list of priority projects for funding under the Local Road and Community Infrastructure Extension 2 Program.</p> <table border="1" data-bbox="562 359 1323 1074"> <thead> <tr> <th>Project Ranking</th> <th>Project Name</th> </tr> </thead> <tbody> <tr><td>1</td><td>Condobolin - Youth Centre renovation</td></tr> <tr><td>2</td><td>Lake Cargelligo - Foster St Upgrade</td></tr> <tr><td>3</td><td>Tottenham Swimming Pool Barbeque Area replacement</td></tr> <tr><td>4</td><td>Tullibigeal Recreation Ground AFL and Netball shed</td></tr> <tr><td>5</td><td>Albert - Barbeque and shade shelter in Park</td></tr> <tr><td>6</td><td>Tottenham Hall ceiling and insulation replacement</td></tr> <tr><td>7</td><td>Albert - Federation St shoulder sealing</td></tr> <tr><td>8</td><td>Condobolin- Netball Courts LED lighting</td></tr> <tr><td>9</td><td>Condobolin - SRA Ground LED lighting</td></tr> <tr><td>10</td><td>Tullibigeal - Gymkhana area yard extension</td></tr> <tr><td>11</td><td>Swimming Pool Improvement Projects – Lake Cargelligo, Condobolin, Tottenham</td></tr> <tr><td>12</td><td>Lake Cargelligo - Foreshore Irrigation</td></tr> <tr><td>13</td><td>Condobolin - SRA soccer ground irrigation</td></tr> <tr><td>14</td><td>Tullibigeal - Racecourse skillion roof extension</td></tr> <tr><td>15</td><td>Burcher - Old shower block renovation or camp kitchen</td></tr> <tr><td>16</td><td>Tottenham - Water Tank Mural</td></tr> </tbody> </table> <p>3. The priority projects be submitted to the Commonwealth Government for approval as soon as possible.</p> <p style="text-align: right;">Hall/Phillips</p>	Project Ranking	Project Name	1	Condobolin - Youth Centre renovation	2	Lake Cargelligo - Foster St Upgrade	3	Tottenham Swimming Pool Barbeque Area replacement	4	Tullibigeal Recreation Ground AFL and Netball shed	5	Albert - Barbeque and shade shelter in Park	6	Tottenham Hall ceiling and insulation replacement	7	Albert - Federation St shoulder sealing	8	Condobolin- Netball Courts LED lighting	9	Condobolin - SRA Ground LED lighting	10	Tullibigeal - Gymkhana area yard extension	11	Swimming Pool Improvement Projects – Lake Cargelligo, Condobolin, Tottenham	12	Lake Cargelligo - Foreshore Irrigation	13	Condobolin - SRA soccer ground irrigation	14	Tullibigeal - Racecourse skillion roof extension	15	Burcher - Old shower block renovation or camp kitchen	16	Tottenham - Water Tank Mural	Project proposals prepared and submitted to Department of Infrastructure. Awaiting approval	MAY 2021
Project Ranking	Project Name																																					
1	Condobolin - Youth Centre renovation																																					
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DEC 20	GM	<p>363/2020 7 HAY STREET CONDOBOLIN</p> <p>RESOLVED THAT</p> <p>Council acquire the property at 7 Hay Street Condobolin for use as a Youth and Community Centre at the value detailed in option 1 of the report.</p> <p>Funds for the purchase of the property be allocated from Council's CDRV and Capital Improvement reserves as per option 1 in the report.</p> <p>The Mayor and General Manager be authorised to sign the contract documents and affix the Council seal if required.</p> <p style="text-align: right;">Phillips/Harris</p>	<p>NSW DPIE – Property were advised of Council resolution to purchase this property. Contracts are currently being prepared and will be sent to Council's legal representative when available. Contract received and signed. Settlement expected mid-April 2021.</p>	APRIL 2021
FEB 21	ETED	<p>36/2021 CONTRACT EXTENSIONS - RIVERVIEW CARAVAN PARK AND LAKEVIEW CARAVAN PARK</p> <p>RESOLVED THAT</p> <p>The existing contract with P.R.O Management Pty Ltd for the operation and management of the Riverview and Lakeview Caravan Parks be extended from 28 February 2021 to 30 June 2021.</p> <p>The Mayor and General Manager be authorised to sign a deed/contract with P.R.O Management Pty Ltd (and affix the Council seal if required).</p> <p style="text-align: right;">Hall/Harris</p>	<p>Extension documents have now been signed. COMPLETE</p>	COMPLETE
FEB 21	ETED	<p>35/2021 CARAVAN PARK REVIEW AND OPTIONS</p> <p>RESOLVED THAT</p> <p>Council proceed with option 2 in relation to Riverview and Lakeview Caravan Parks.</p> <p>A further report be presented to Council in relation to the master plans for both parks, following community consultation, to allow Council to consider what master plans are advertised with the tenders to enter into a long term lease to operate and manage the two (2) parks.</p> <p>Council proceed with option 6 in relation to State Centre (Tottenham) Caravan Park and authorises the General Manager to commence an investigation into this option, including community consultation.</p>	<p>Master plans for Lakeview and Riverview are on exhibition. Plans are being prepared to allow the community consultation for State Centre (Tottenham) Caravan Park to commence.</p>	MAY 2021

		A further report be presented on the costs, savings and potential offsets associated with option 6 following community consultation and feedback. Harris/Bendall		
FEB 21	ETED	24/2021 SHIPPING CONTAINER POLICY RESOLVED THAT That the Shipping Container Policy be readvertised for a further 28 days to allow for public comment and highlight potential additional cost and restrictions. Phillips/Harris	A fact sheet has been prepared and the re-advertising will commence shortly.	MAY 2021
FEB 21	ETED	23/2021 RURAL AND INDUSTRIAL LAND USE STRATEGY RESOLVED THAT Council endorse the preparation of a Rural and Industrial Land Use Strategy (RILS) including the seeking of quotations from appropriately qualified and experienced consultants to prepare the strategy. Council be provided with regular updates regarding the preparation of the RILS. Phillips/Hall	The consultant brief is being prepared and quotes will be sought from appropriately qualified and experienced consultants to prepare the strategy shortly.	MAY 2021
DEC 20	ETED	368/2020 FORBES ART SOCIETY RESOLVED THAT Council proceed with Option 2 as detailed in the report. Harris/Phillips	A draft funding agreement has been prepared and has been sent to the Forbes Art Society.	APRIL 2021

DEC 20	ETED	<p>348/2020 DRAFT BUSH FIRE PRONE LAND MAP</p> <p>RESOLVED THAT</p> <p>Council adopt the recommendations of the report prepared by Integrated Consulting, as attached to this report.</p> <p>Following the completion of the tasks, recommended in Integrated Consulting’s report, the draft Bush Fire Prone Land map be placed on public exhibition for a minimum period of 28 days (which will be extended over the Christmas period in accordance with the Community Participation Plan) and public submissions be invited on the draft map.</p> <p>A further report be presented to Council, following the completion of the public exhibition period, detailing any submissions received during the public exhibition period and to allow Council to consider the adoption of the plan prior to it being sent to the Commissioner of NSW RFS for review and certification.</p> <p style="text-align: right;">Harris/Bendall</p>	<p>The draft Bush Fire Prone Land Map (BFPLM) is on public exhibition until 7 April 2021.</p>	<p>APRIL 2021</p>
DEC 20	ETED	<p>346/20 DRAFT LACHLAN ABORIGINAL CULTURAL HERITAGE STUDY</p> <p>RESOLVED THAT:</p> <p>The draft Lachlan Aboriginal Cultural Heritage Study be placed on public exhibition for a minimum period of 28 days and public submissions be invited on the draft Study. During the exhibition period, further consultation be undertaken with the Aboriginal community in accordance with the recommendation of the Study, prepared by OzArk Environment and Heritage.</p> <p>A further report be presented to Council in February 2021, following the completion of the public exhibition period and further consultation, detailing any submissions received during the public exhibition period and to allow Council to consider the adoption of the final study.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>A series of workshops have been held in Condobolin and Murrin Bridge as part of the consultation process. Some changes have been suggested as part of these workshops and a number of subsequent discussions have taken place. A report will be presented to the Council meeting in April seeking the adoption of the final study.</p>	<p>APRIL 2021</p>

OCT 20	ETED	<p>310/20 NOTICE OF MOTION - 6 TOWNSEND STREET LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>Dr Bardawil be offered a 2 year residential lease for 6 Townsend Street, Lake Cargelligo.</p> <p>The rent for the property be set as per the amount proposed in the background information with this report.</p> <p>The tenant will be responsible for all grounds maintenance.</p> <p>At the expiry of the 2 year lease Council review the need to retain 6 Townsend Street for doctor housing.</p> <p>Should Dr Bardawil not sign a new 2 year lease for 6 Townsend Street, by 30 November 2020, a further report be presented to Council to reconsider the sale of the property.</p> <p style="text-align: right;">Phillips/Hall</p>	<p>Lease sent to Dr Bardawil 11/2/21. Awaiting signed document back.</p>	<p>APRIL 2021</p>
OCT 20	ETED	<p>308/20 TENDER 2020/10 - PROPOSED COUNCIL WORKS DEPOT CONDOBOLIN</p> <p>The revised tender of Hines Construction to construct the Condobolin Works Depot in accordance with the amount specified in Option 1 of this report be accepted.</p> <p>That \$537,715 be allocated from the Depot Improvements Reserve and \$620,201 be allocated from the Capital Improvements Reserve to fund the shortfall in the project budget.</p> <p>The Mayor and General Manager be authorised to engage Hines Construction and sign the contract documents. The Mayor and General Manager be authorised to sign and execute all loan documents necessary to obtain the loan facility required for the Depot Construction Project.</p> <p style="text-align: right;">Hall/Phillips</p>	<p>The contract has been signed and works have now commenced. COMPLETE</p>	<p>COMPLETE</p>

OCT 20	ETED	<p>PLANNING PROPOSAL - AMENDMENT TO LACHLAN LOCAL ENVIRONMENTAL PLAN 2013 TO ALLOW AN ANIMAL SHELTER AT THE CONDOBOLIN SEWERAGE TREATMENT PLAN SITE</p> <p>RESOLVED THAT</p> <p>Council endorse the preparation and lodgement of a planning proposal to amend Lachlan Local Environmental Plan 2013, to include the words “animal shelter” as a purpose shown on Sheet LZN_010A for the SP2 portion that is currently only identified for “Sewerage Systems”.</p> <p>Council approve the Planning Proposal for public authority consultation and public exhibition in accordance with any conditions imposed under the Gateway Determination.</p> <p>Council seek authority from the Department of Planning, Industry and Environment to exercise the delegation of all functions of the relevant local plan making authority under Section 3.36 of the Environmental Planning and Assessment Act 1979 to make the local environmental plan to put into effect the Planning Proposal.</p> <p>Authority be delegated to the General Manager to make any minor variations to the Planning Proposal, following receipt of the Gateway Determination.</p> <p>A further report be brought back to Council following the public exhibition of the Planning Proposal detailing any submissions received during the public exhibition period.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>The planning proposal has been prepared and was sent to the Department of Planning, Industry and Environment (DPIE). A gateway determination has been issued and the matters to be addressed prior to public exhibition are currently being addressed.</p>	MAY 2021
SEPT 20	ETED	<p>275/20 EXCLUSIVE USE LICENSE - WILLOW BEND SPORT CENTRE - DEPARTMENT OF EDUCATION SCHOOL INFRASTRUCTURE NSW</p> <p>RESOLVED THAT</p> <p>Council enter into a ten (10) year license agreement with the Department of Education for a fee not less than \$35,000 per year inclusive of GST, plus annual CPI increases for use of the facility of up to 800 hours per year.</p> <p>The Mayor and General Manager be authorised to sign the license agreement and affix the Council seal.</p>	<p>New license is now with the Minister for signing</p>	APRIL 2021

		Harris/Brady		
SEPT 20	ETED	<p>PLANNING PROPOSAL-AMENDMENT OF LACHLAN LOCAL ENVIRONMENTAL PLAN 2013 TO INCLUDE MURRIN BRIDGE</p> <p>RESOLVED THAT</p> <p>Council endorse the preparation and lodgement of a planning proposal to amend Lachlan Local Environmental Plan 2013 to include the Murrin Bridge area.</p> <p>Council approve the Planning Proposal for public authority consultation and public exhibition in accordance with any conditions imposed under the Gateway Determination.</p> <p>Council seek authority from the Department of Planning, Industry and Environment to exercise the delegation of all functions of the relevant local plan making authority under Section 3.36 of the Environmental Planning and Assessment Act 1979 to make the local environmental plan to put into effect the Planning Proposal.</p> <p>Authority be delegated to the General Manager to make any minor variations to the Planning Proposal, following receipt of the Gateway Determination.</p> <p>A further report be brought back to Council following the public exhibition of the Planning Proposal detailing any submissions received during the public exhibition period.</p> <p>Hall/Phillips</p>	The documentation associated with the planning proposal is currently being prepared.	MAY 2021

<p>JULY 20</p>	<p>ETED</p>	<p>184/20 FORBES ART SOCIETY – SCULPTURE TRAIL</p> <p>RESOLVED THAT</p> <p>Council support the sculpture down the Lachlan sculpture trail and provide \$33,300 in funding towards the project every year over the next three financial years, subject to all necessary approvals being obtained.</p> <p>Council authorise the Mayor and General Manager to enter into a funding agreement with the Forbes Art Society and affix the Council seal (if required).</p> <p style="text-align: right;">Carter/Brady</p>	<p>Council officers have met with representatives from the Forbes Art Society on a number of occasions and had several phone discussions with the FAS as well. Documentation has been received seeking the necessary approvals and a draft funding agreement has been prepared and sent to the FAS.</p>	<p>APRIL 2021</p>
<p>MAY 20</p>	<p>ETED</p>	<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>A further application will not be required. A process is being completed to issue the subdivision certificate to subdivide 123 Officers Parade Condobolin from Council's current land holding.</p>	<p>Ongoing</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 and Murrin Bridge. The feedback received has been extremely positive, with community members praising this initiative.</p> <p>A draft protocol is presented within the business paper seeking Council endorsement to place the draft protocol on public exhibition.</p> <p>COMPLETE</p>	COMPLETE
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>Office of Local Government has confirmed application has been received and is under assessment. Additional information was requested and provided in early April 2020.</p> <p>Now awaiting Ministerial approval.</p>	APRIL 2021

		<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>		
JULY 19	ETED	<p>180/2019 Notice of Motion – Honour Roll Board 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 April Council meeting.	APRIL 2021
FEB 18	ETED	<p>28/18 LAKE CARGELLIGO WASTE FACILITY – LAND ACQUISITION 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>	APRIL 2021

			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:</p> <p>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.</p> <p>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 in May 2020. Draft Plans</p>	2021– Progressive delivery and completion.

			for Albert, Tottenham, Tullibigeal and Fifield have been provided by the Heritage Advisor and are being reviewed by Council Officers.	
FEB 21	C&CS	<p>13/2021 DONATIONS RESOLVED THAT</p> <p>RESOLUTION 2021/1</p> <p>Moved: Cr Peter Harris Seconded: Cr Melissa Blewitt</p> <p>i. Condobolin and District Historical Society - that Council donate the rates as requested for a twelve month period.</p> <p style="text-align: right;">CARRIED</p> <p>RESOLUTION 2021/2</p> <p>Moved: Cr Mark Hall Seconded: Deputy Mayor Paul Phillips</p> <p>ii. Condobolin Clay Target Club inc – that Council donate \$1000.00.</p> <p style="text-align: right;">CARRIED</p> <p>Cr Blewitt recorded her vote against the motion.</p> <p>RESOLUTION 2021/3</p> <p>Moved: Deputy Mayor Paul Phillips Seconded: Cr Brian Nelson</p>	<p>Condobolin & District Historical Society – letter advising sent on 04/03/2021. Advised Council’s Revenue Officer.</p> <p>COMPLETED</p> <p>Condobolin Clay Target Club – Email advising sent on 04/03/2021 Paid 8/3/821 COMPLETED</p> <p>Tottenham Swimming Club – Email advising sent on 04/03/2021 Waiting on bank account details for payment.</p>	<p>COMPLETED</p> <p>COMPLETED</p> <p>IN PROGRESS</p>

		<p>iii. Tottenham Swimming Club – that Council donate \$300.00</p> <p style="text-align: right;">CARRIED</p> <p>RESOLUTION 2021/4</p> <p>Moved: Cr Mark Hall Seconded: Deputy Mayor Paul Phillips</p> <p>iv. Down the Track Program – that Council make a donation up to \$2000.00 and consider a further donation request next financial year.</p> <p style="text-align: right;">CARRIED</p>	<p>Down the Track Program – Letter sent on 04/03/2021 COMPLETED</p>	<p>COMPLETED</p>
FEB 21	C&CS	<p>12/2021 POLICY REVIEW – RELATED PARTIES DISCLOSURE POLICY RESOLVED THAT The revised Related Parties Disclosure Policy be adopted as presented.</p> <p style="text-align: right;">Bendall/Hall</p>	<p>Financial Accountant reformatted. COMPLETED</p>	<p>COMPLETED</p>
DEC 20	C&CS	<p>357/20 UNDETECTED WATER LEAK – ASSESSMENT 1003210 RESOLVED THAT Council conduct a site inspection to consider options to relocate the water meter and defer the report to the February Council meeting.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Report will be submitted to March 2021 council meeting.</p>	<p>In progress</p>
DEC 20	C&CS	<p>344/20 ABORIGINAL ADVISORY COMMITTEE - PROPOSED EXPRESSION OF INTEREST FORM, PROPOSED ADVERTISEMENT, REVIEWED TERMS OF REFERENCE AND UPDATE TO COUNCIL RESOLVED THAT Council review the attached documents and provide feedback to the Director Corporate and Community Services. Authorise advertising inviting nominations for appointment to the Aboriginal Advisory Committee to commence in late January 2021.</p> <p style="text-align: right;">Harris/Rees</p>	<p>Advertised & documents distributed. Nominations closed 26 February 2021. Seeking Council permission to extend date as only 5 applications received.</p>	<p>In progress</p>

SEPT 20	C&CS	<p>240/2020 DONATION REQUESTS</p> <p>RESOLUTION 2020/5</p> <p>Moved: Cr Dennis Brady Seconded: Cr Dave Carter Condobolin Public School swimming program.</p> <p>Defer the decision until the school provides further information including confirmation of their co-contribution.</p>	<p>29/9/20 Communication sent to Condobolin High School notifying of outcome.</p>	<p>IN PROGRESS-REFER TO RESOLUTION 2020/107</p>
FEB 21	IS	<p>38/3021 TENDER ASSESSMENT - CONDOBOLIN AND TOTTENHAM TODDLER POOL FILTRATION UPGRADE</p> <p>RESOLVED THAT</p> <p>Council resolve to accept the revised Tender from Consenth Solutions for the Condobolin Toddler Pool upgrade and resurfacing of the Toddler pool for \$175,250.</p> <p>Council resolve to accept the revised Tender from Consenth Solutions for the Tottenham Toddler Pool upgrade for \$184,545.</p> <p>Council submit the Toddler Pool upgrade works as one additional project to the Local Road and Community Infrastructure Program. \$60,000 for Condobolin, \$35,000 for Tottenham and \$95,000 for Lake Cargelligo.</p> <p>The Mayor and General Manager be authorised to sign the contract documents and affix the Council Seal.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Contract sent for execution.</p> <p>Seeking confirmation and sample of surface material and finish</p>	<p>APRIL 2021</p>
FEB 21	IS	<p>34/2021 CLEANTEQ PIPELINE AGREEMENT UPDATE</p> <p>RESOLVED THAT</p> <p>The General Manager be authorised to issue a consent to Clean TeQ Holdings Ltd for the construction of a water pipeline to the Sunrise Mine project site under Section 138 of the Roads Act 1993.</p> <p style="text-align: right;">Phillips/Hall</p>	<p>Letter and Consent documentation sent</p>	<p>COMPLETE</p>

FEB 21	IS	<p>29/2021 AERODROME WATER STORAGE TANK – USER CHARGES UPDATE</p> <p>RESOLVED THAT</p> <p>Council implement fees for accessing the water storage tanks :-</p> <ul style="list-style-type: none"> (a) Aerodrome treated water access fee per day - \$55.70 (b) Aerodrome treated water use per kL- \$9.84 <p>Council place a limit of 50kL per day to be taken from the tank. Use of water from the tank remains at the discretion of the Director Infrastructure Services or their delegate.</p> <p>Council install appropriate signage at Condobolin, Lake Cargelligo and Tottenham Aerodromes regarding use of the water storage.</p> <p>Council review the fees on an annual basis in association with annual budget process.</p> <p>Council consider funding options for the replacement of the Tottenham Aerodrome tank in the 2021/2022 Budget Process.</p> <p style="text-align: right;">Harris/Hall</p>	Underway	JULY 2021
FEB 21	IS	<p>28/2021 FY2021 UTILITIES MONTHLY UPDATE FOR DECEMBER/JANUARY</p> <p>RESOLVED THAT</p> <p>Water restrictions be reduced in Condobolin back to Level 1 from 3 March 2021 until further notice.</p> <p style="text-align: right;">Harris/Blewitt</p>	Media Release issued and signage updated	COMPLETE
AUG 20	IS	<p>211/2020 GRANT DEEDS-FIXING COUNTRY ROADS</p> <p>RESOLVED THAT</p> <p>The General Manager be delegated authority to execute the Fixing Council Road Funding Deeds and affix the Council seal for projects RNSW2468 (Bogan Way), RNSW2469 (Tullibigeal Rd) and RNSW2471 (Gipps Way Nerathong Bridge).</p>	Further grant application to be submitted under the Federal HVSP next year.	AUGUST 2021

		<p>The Director Infrastructure Services be directed to request a project variation from the funding body to reduce the extent of work for project RNSW2470 (Palesthan Rd) to approximately 7.2km.</p> <p>Subject to a suitable reduction in the extent of work for project RNSW2470 (Palesthan Rd) being negotiated, and approved by the funding body, the General Manager be authorised to execute the amended Fixing Council Road Funding Deed and affix the Council seal.</p> <p style="text-align: right;">Harris/Phillips</p>		
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. Awaiting executed documents to be returned.</p>	APRIL 2021
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>This matter has been progressed to the Director of Strategic partnerships within Dept ET. All parties remain committed to this project.</p>	APRIL 2021
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>	JUNE 2021

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 September Council meeting.</p>	JUNE 2021
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8 CORPORATE AND COMMUNITY SERVICES

8.1 CUSTOMER SURVEY - INFORMATION FOR COUNCILLORS AND COMMUNITY

TRIM Number: R21/48

Author: Director - Corporate and Community Services

PURPOSE

To provide Council with a copy of the customer survey questions and to provide a timeline for the next survey.

SUPPORTING INFORMATION

See attached.

BACKGROUND

Council's Delivery Plan notes a Satisfaction Survey should be undertaken to measure Council's responsiveness and services.

ISSUES AND COMMENTS

A Community survey was previously undertaken in March 2017 and it is noted in the Delivery Plan as being due again in the 2021 financial year.

A copy of the survey from the 2017 year was obtained and shared internally to ensure the proposed content was relevant and accurate.

A couple of changes have been made to the 2017 survey questions and these are listed below:

- Part B - Q2c Tourism and youth services were added
- Part C - Q.4 & 5 were added to seek feedback on the best way to engage with the community
- Part E - Q 10. Murrin Bridge and Derriwong were added as locations

A professional and experienced market research company called Micromex have been engaged to undertake the survey on Council's behalf. This is the same company that was utilised in the 2017 survey.

This company has previously been engaged by other councils such as Cessnock and Penrith as well as Federal Government agencies. They are exempt from the "Do Not Call Register" as they are not telemarketers. They have to purchase the phone numbers.

Micromex have advised they have access to about 2,500 phone numbers including 1,000 mobiles in the Lachlan Shire. They are seeking to complete up to 200 surveys and will commence calling in the week beginning 3 May 2021.

Anyone called will have the option of telephoning an 1800 number to verify Micromex. My name and title as well as the Council's Condobolin office phone number will be given out if the survey respondent asks. All of the survey respondent's details will be kept strictly confidential.

An awareness campaign will be conducted in the week before 3 May utilising Media contacts, Facebook, local papers and Council's website. All Council staff and Councillors will be notified.

All call respondents' will be asked if they are a Council employee or a Councillor as they are ineligible to participate.

FINANCIAL AND RESOURCE IMPLICATIONS

The cost has been quoted as being between \$14,850 including GST for a 12-15 minute survey and \$18,150 including GST for up to a 20 minute survey.

LEGAL IMPLICATIONS

None identified.

RISK IMPLICATIONS

There is a risk that residents receiving a call will be dissatisfied with the survey process but this is mitigated through the awareness campaign.

In addition, there is reputational risk for Council in that the survey results could be positive or less favourable.

STAKEHOLDER CONSULTATION

OMT & ELT were asked to provide feedback on content.

OPTIONS

N/A

CONCLUSION

Once the customer survey results are obtained, a further report will be provided to Council.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Outcome 4.2.4 Strong effective and Responsive Council - Community/Customer Satisfaction Survey undertaken to measure Council responsiveness and services.

ATTACHMENTS**1. Customer Survey questions [↓](#)****RECOMMENDATION**

That:

1. The Director Corporate & Community Services Report No. R21/48 be received and noted.

Lachlan Shire Council
Community Research
March 2021

Good morning/afternoon/evening, my name is and I'm calling on behalf of Lachlan Shire Council from a company called Micromex. We are conducting research with residents on a range of local issues. Would you have some time to assist us please?

Firstly, is your household in the Lachlan Shire Council area? [IF NOT, TERMINATE INTERVIEW]

Are you or anyone in your household a Councillor or employed by any local Council? [IF YES, TERMINATE INTERVIEW]

I just have to inform you that my supervisor may monitor this call for quality control purposes and all of your details will be kept strictly confidential.

Part A – Importance of, and Satisfaction with, Council Services and Facilities

Q1a. In this section I will read out different Council services or facilities. For each of these could you please indicate that which best describes your opinion of the importance of the following services/facilities to you, and in the second part, your level of satisfaction with the performance of that service? The scale is from 1 to 5, where 1 is low importance and 5 is high importance and where 1 is low satisfaction and 5 is high satisfaction. *Prompt*

Note: Satisfaction only asked if Importance score is 4 or 5.

Infrastructure

	Importance					Satisfaction					N/A
	Low				High	Low				High	
	1	2	3	4	5	1	2	3	4	5	
Unsealed roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sealed roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Footpaths	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Water supply	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sewerage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kerb and gutters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council buildings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Recreation and culture

	Importance					Satisfaction					N/A
	Low				High	Low				High	
	1	2	3	4	5	1	2	3	4	5	
Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Playgrounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Swimming pools	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sports grounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Library	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lakes and foreshores	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Festivals and events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Regulatory services

	Importance					Satisfaction					N/A
	Low				High	Low				High	
	1	2	3	4	5	1	2	3	4	5	
Town planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development approvals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Animals, weeds and pest management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Food safety	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Road safety	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rubbish	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council customer service	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Community services

	Importance					Satisfaction					N/A
	Low				High	Low				High	
	1	2	3	4	5	1	2	3	4	5	
Public toilets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cemeteries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Children's services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Aged and disabled services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Youth services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Indigenous services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cultural services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Economic support

	Importance					Satisfaction					N/A
	Low				High	Low				High	
	1	2	3	4	5	1	2	3	4	5	
Industry support	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tourism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Caravan parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Airports	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Town and village appearance

	Importance					Satisfaction					N/A
	Low				High	Low				High	
	1	2	3	4	5	1	2	3	4	5	
Order and cleanliness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Signage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nature strips	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Attractiveness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CBD main streets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q1b. Overall, for the last 12 months, how satisfied are you with the performance of Council, not just on one or two issues but across all responsibility areas? Prompt

- Very satisfied
- Satisfied
- Somewhat satisfied
- Not very satisfied
- Not at all satisfied

Part B – Future Priorities

Q2a. Thinking of the next 10 years, what do you believe will be the highest priority issues within the local area?

.....

Q2b. In order to develop a delivery program, Council is looking to understand what the community perceives to be the priority areas for the Shire. I will read out a list of different topics and would like you to nominate the ones you think should be prioritised by Council, you can say as many or a few as you like. Read out – Randomise.

Q2c. What do you believe Council's level of investment (i.e. resourcing/financial) into that area should be?

	Priority	Investment		
		More	The same	Less
Economic development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural resource management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development assessment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Compliance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strategic land use planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Water supply services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sewerage services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stormwater and drainage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Roads, bridges, and transport	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parks, sports, and recreational facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Place making/community place	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cultural development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Library services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Customer interactions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tourism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Youth services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

EXPLANATIONS (if asked)

- **Customer interaction** - i.e. this service is often the first and only point of contact between Council and the community and includes customer service centres at two offices. This service provides information and processes applications, takes bookings, retrieves files, and manages visitors
- **Compliance** – i.e. ensure community safety by investigating and resolving unauthorised activities and legislative matters in the areas of food and public health premises, environmental pollution, onsite sewage management, building regulation, parking, and companion animals
- **Cultural development** – i.e. this service is a collaboration between artists and the community to encourage community participation in artistic practices and pursuits
- **Development assessment** – i.e. provide development and planning advice, assess applications for development, and undertake building inspections
- **Economic development** – i.e. to work with industry and business to build up the economic capacity of the area to create a diversified and resilient regional economy
- **Library services** – i.e. promote and support recreation, lifelong learning and literacy through access to a balanced collection of quality information, recreational, and educational resources
- **Natural resource management** – i.e. protect and restore natural areas and assets, and provide the community with access to enjoy the natural environment
- **Parks, sports & recreational facilities** – i.e. provide a network of parks, reserves, trails, waterways, and sports facilities that are appropriately located, fairly accessible, and considerate of future needs
- **Place Making / Community Place** – i.e. working with the community to create a series of well planned, connected, and unique places throughout the area that the community is proud of
- **Roads, bridges & transport** – i.e. provide a safe and effective transport network that includes the formal road structures and anything relevant to the road boundary including the design, construction, maintenance, and management of footpaths, cycleways, kerb and guttering, road related drainage, bridges, and culverts, roadside vegetation, street lighting, and open spaces within road reserves as well as medians and traffic islands
- **Strategic land use planning** – i.e. plan for the future growth of the area, develop, and maintain planning guidelines for the use of land including new developments,
- **Sewerage supply services** – i.e. provide a sewerage system to convey sewage from residential, commercial, and industrial areas through a network of pipelines and pumping stations that is reliable, safe, and cost effective
- **Stormwater and drainage** – i.e. operate and maintain the stormwater drainage network to ensure efficient and safe collection of stormwater flows that reduce flooding, improve water quality, and reduce the potential for damage to infrastructure
- **Waste management** – i.e. best practice waste management and recycling that is value for money, and minimised landfilling
- **Water supply services** – i.e. provide water supplies to the urban areas and rural villages of the area in a reliable, safe, clean, efficient, and cost effective manner



Part C – Living in Lachlan Shire

Q3a. What do you value most about living in the Lachlan Shire area?

.....

Q3b. Overall, how would you rate the quality of life you have living in the Shire?

- Excellent
- Very good
- Good
- Fair
- Poor
- Very poor

Q3c. How strongly do you agree or disagree with the following statements, on a scale of 1 to 5 where 1 is strongly disagree and 5 is strongly agree? Prompt

	Strongly disagree			Strongly agree	
	1	2	3	4	5
Lachlan Shire is a good place to live	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel a part of my local community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lachlan Shire is a harmonious, respectful and tolerant community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Housing in the area is affordable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have enough opportunities to participate in arts and cultural activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have enough opportunities to participate in sporting or recreational activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Our town centres are vibrant and economically healthy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council offers good value for money	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have enough opportunities to participate in council's community consultation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q4. When the Lachlan Shire Council wants to get your opinion on an issue, how effective would the following methods be in engaging and communicating with you, on a scale of 1-5 where 1 is not at all effective and 5 is very effective? Prompt

	Not at all effective			Very effective	
	1	2	3	4	5
Print media	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media (e.g. Facebook)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reference groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Survey	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Libraries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council's website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council offices and facilities, i.e. pools, community centres, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Telephone call	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community workshops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community newsletters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Radio advertising/announcements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q5. What, if anything, would encourage you to participate more in Lachlan Shire Council consultation opportunities?

.....



Part D – Disability inclusion planning

Q7a. Do you identify as having a disability?

- Yes
- No

Q7b. How strongly do you agree or disagree with the following statement, on a scale of 1 to 5 where 1 is strongly disagree and 5 is strongly agree? Prompt

	Strongly disagree				Strongly agree
	1	2	3	4	5
Council's services and programs are accessible and easy to use for everyone including those with a disability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q7c. In order to understand the environmental or social barriers that may hinder a person's full participation in the community on an equal basis, we would like to find out more on how Council can make improvements to assist people with a disability.

What sort of improvements do you think Council needs to make in this area? (e.g. improved footpaths, signage, etc.)

- Specify.....
- None
- Not sure/Don't know

Part E - Demographics

I will now ask you some questions about you...

Q8. Please stop me when I read out your age group. Prompt

- 18 – 34
- 35 – 49
- 50 – 64
- 65+

Q9. Which of the following best describes the house where you are currently living? Prompt

- I/We own/are currently buying this property
- I/We currently rent this property
- I/we are provided rent free housing with my/our employment (e.g. farm manager residence)

Q10. Where do you live?

- Albert
- Burcher
- Condobolin
- Derriwong
- Fifield
- Lake Cargelligo
- Murrin Bridge
- Tottenham
- Tullibigeal
- Other (please specify).....

Q11. Gender (by voice)

- Male
- Female

Thank you for your time and assistance. This market research is carried out in compliance with the Privacy Act, and the information you provided will be used only for research purposes. Just to remind you, I am calling from Micromex Research on behalf of Lachlan Shire Council (if respondent wants our number, it is 02 6895 1900 – Council Contact is Karen Pegler).



8.2 2018-2023 IT STRATEGIC PLAN UPDATE

TRIM Number: R21/23

Author: Information Services Manager

PURPOSE

The purpose of this report is to inform Council of the progress on the 2018-2023 IT Strategic Plan.

SUPPORTING INFORMATION

This plan forms part of Council's overall planning framework. It aligns with achievement of Council's key deliverables as outlined in its 2017/2018-2026/2027 Community Strategic Plan and the 2017-2021 Delivery Plan. Information contained in the plan is used to support the anticipated IT expenditure in Council's long-term financial plan.

BACKGROUND

Council has become increasingly dependent on a broad range of technologies to manage and maintain business activities. Therefore, an integrated and comprehensive approach to the governance of IT and its resources is becoming critical. The IT Strategic Plan establishes the actions and guidance for the development and delivery of IT services for the Lachlan Shire for the next five (5) years. The plan focuses on the key elements vital to the successful implementation and ongoing operation of IT services for use by the Council staff and community.

The IT Strategic Plan has been developed around five key elements. These elements are essential to maintain the existing IT systems and also to enable it to grow in a sustainable manner. This will ensure that IT continues to be an enabler of continuous improvement in service delivery.

The five key elements can be categorised into:

- Governance
- Infrastructure & Technology
- Business Systems and Applications
- Service Improvement Opportunities
- Business Continuity, Security & Cyber Risk.

ISSUES AND COMMENTS

The updated IT Strategic plan has a column on the right side of each table which describes whether or not targets have been achieved. Where targets have not been met, an explanation is provided. Additional projects and estimated costs have also been added to the bottom of each table.

The IT Strategic Plan has also been updated with all actions from the Cyber Security Action plan created in June 2020.

FINANCIAL AND RESOURCE IMPLICATIONS

Details of updated operating and capital works expenditure from 2021/2022 to 2022/2023 are included within the document.

LEGAL IMPLICATIONS

There are no legal implications.

RISK IMPLICATIONS

The absence of an IT Strategy can lead to the ad hoc expansion of IT systems that are not well integrated and can be difficult to maintain.

Financial risk in that technology does not drive efficiencies in service delivery.

STAKEHOLDER CONSULTATION

IT team.

OPTIONS

This report is for information purposes only. Reporting to Council will continue to be twice yearly.

CONCLUSION

Council note the status of the 2018-2023 IT Strategic Plan

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

2.4: Access to Reliable Current Technologies

2.4.1: Council to keep up to date with technology improvements and achievements

ATTACHMENTS

1. **IT Strategic Plan Update March 2021** [↓](#)

RECOMMENDATION

That:

1. The Director Corporate and Community Services Report No R21/23 be received and noted.
2. Council note the revised 2018-2023 IT Strategic Plan.

IT Strategic Plan 2018 – 2023

Lachlan Shire Council

Adopted 29 August 2018

Updated 9 March 2021



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Executive Summary

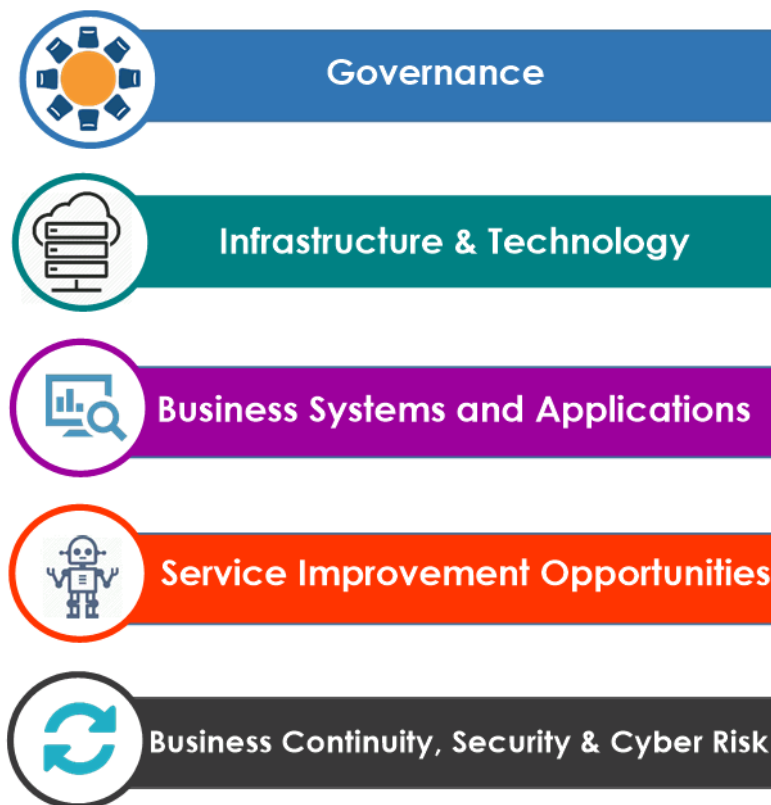
This Information Technology (IT) strategic plan establishes the actions and guidance for the development and delivery of IT services for the Lachlan Shire for the next five (5) years.

The plan focuses on key elements vital to the successful implementation and ongoing operation of IT services that will be used by the Council's staff and community.

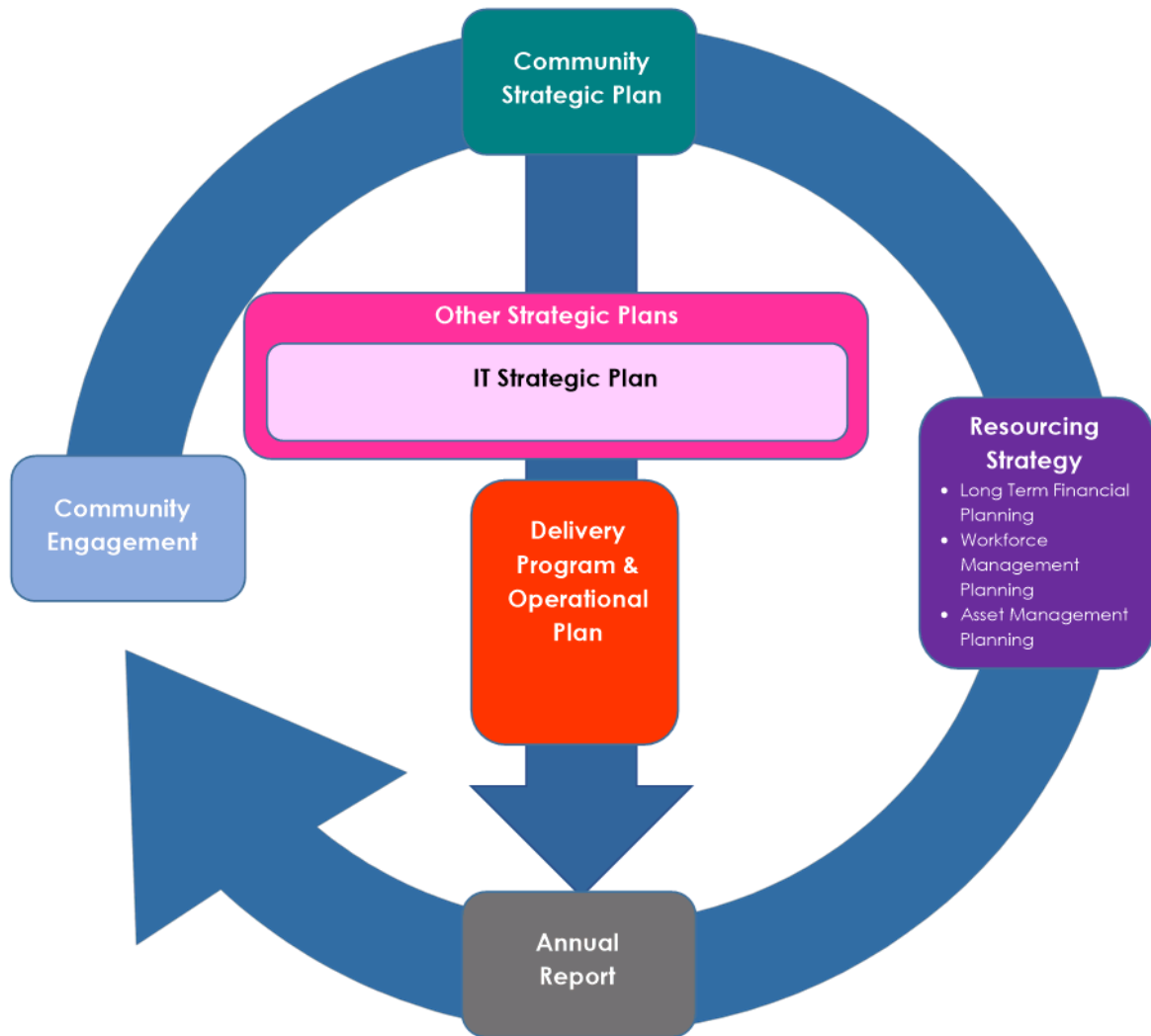
A number of consultation sessions with key staff have been undertaken to determine both their existing IT needs and also their future work plans where new and innovative ways of working will require a strong IT system, comprising infrastructure, software applications and policies and procedures to support the safeguarding and development of IT systems.

This strategy has been developed around five key elements which Council believe are essential to maintain its existing IT systems and also to enable it to grow these in a sustainable manner to ensure IT continues to be an enabler of Council's continuous improvement in service delivery.

These five key elements can be broadly categorised as:



This plan forms part of Council's overall planning framework and aligns with achievement of Council's key deliverables as outlined in its 2017/2018 -2020/2021 Delivery Plan and its 2019-2020 Community Strategic Plan. Information contained in this plan will be used to support anticipated IT related expenditure as outlined in Council's long term financial plan



Purpose

Information technology is a core requirement in all aspects of Council operations. Effective planning for future IT needs is essential if Council is to achieve its vision of providing services that promote and facilitate enjoyment of a rich and diverse lifestyle by its community. The plan will contribute to this by developing IT systems that drive operational excellence, are innovative and add value to users in implementing continuous improvement of service delivery.

VISION

Council's Vision –

That everyone in Lachlan Shire receives the services that they need to enjoy a rich and diverse lifestyle

IT Vision –

Driving operational excellence, innovation and delivering customer satisfaction

Governance

Current Situation

Policies and Procedures

Council has a number of IT related policies and procedures in place to support operations of its IT area. These policies and procedures are progressively being reviewed and updated to ensure they continue to reflect Council's risk appetite and are appropriate for safeguarding and effectively managing the delivery of IT services to Council.

Staffing Resources

Council's IT team consists of three permanent staff – a Manager, a Technical Officer, GIS Officer, A Temporary IT Project Officer with support from a Corporate Projects Officer and external contractors as required.

Name of contractor	Support levels	Job No	Annual cost
Hitech Support	Available 24 hours, 5 days a week and Weekends on Request	3140.355	\$12,800

Service Management

Council currently has a Service Request Management system that has recently being updated. This system allows logging of IT incidents and improves proactive maintenance to Council's infrastructure and business systems.

The Way Forward

The current and future use of IT at the Lachlan Shire will be directed and controlled by a formalised governance framework that will ensure IT decisions are made in alignment with strategic business priorities. The development of a governance framework ensures a comprehensive understanding of the value and impact of IT investments allowing enhanced service delivery to staff and stakeholders.

Improved governance processes will assist in identifying opportunities for IT use across the organisation, making decisions visible and transparent, minimising risk, increasing benefit realisation and encouraging compliance and policies and standards

.....

Strategy: Improved IT planning and performance reporting									
Actions	Job No	Indicative Budget	Estimated Time to Complete	Timeframe/Frequency					Progress March 2021
				2018-19	2019-20	2020-21	2021-22	2022-23	
Develop IT strategic plan		Internal resources	2 months	July/August					IT Strategic Plan reviewed March 2021
Review and update IT policies and procedures		Internal resources	2 months	August/September	Annually	Annually	Annually		All IT Policies updated in 2020. IT Security policies currently being reviewed .
Provide annual contribution to Plant and Equipment Asset Management Plan and Expenditure Requests		Internal resources	Ongoing	April	April	April	April	April	Asset Register regularly maintained in PDQ.
Document and regularly review all IT controls, including spot audits of user access to systems		Internal resources	Ongoing	September/Quarterly	Quarterly	Quarterly	Quarterly	Quarterly	Authority User access control audits regular conducted, Active Directory reports created weekly
Review and regularly test disaster recovery plans for all IT systems		Internal resources	Ongoing	Annual	Annual	Annual	Annual	Annual	IT Disaster Recovery Plan developed February 2020, Testing still needs to be conducted.
Strategy: Skilled and Capable IT workforce									
Actions	Job No	Indicative Budget	Estimated Time to Complete	Timeframe/Frequency					Progress March 2021
				2018-19	2019-20	2020-21	2021-22	2022-23	
Clarify and standardise IT position descriptions		Internal resources	1 month	November					IT position descriptions reviewed using LG Capability framework in 2019
Document and implement training strategy to address ICT skills shortages		Internal resources	1 month	November					Training has been provided when appropriate for staff members
Ongoing training to support IT Staff adapt to changing technologies	3100.310	\$6,000 p.a.	Ongoing	When appropriate training available	When appropriate training available	When appropriate training available	When appropriate training available	When appropriate training available	Training provided when available. Training provided as part of Authority 7.1 Upgrade, Training to be provided in Microsoft 365 Rollout in 2021
Total	3100.310	\$6000.00		\$6000.00	\$6000.00	\$6000.00	\$6000.00	\$6000.00	

Strategy: Maximise benefits through collaborative relationships and strategic procurements									
Actions	Job No	Indicative Budget	Estimated Time to Complete	Timeframe/Frequency					Progress March 2021
				2018-19	2019-20	2020-21	2021-22	2022-23	
Develop and refine best practice IT procurement policies in line with overall Council procurement framework		Internal resources	1 month Ongoing	December	Review December	Review December	Review December	Review December	IT staff follow Lachlan Shire procurement policy, use Local Government Procurement contracts, and tenders where needed. Also engage in JROC contracts to ensure best value for money.
Ensure maximum organisational value is achieved through effective contract management.		Internal resources	Ongoing	As required	As required	As required	As required	As required	Use LGP Contracts when available, always use tender and quote thresholds in Lachlan Shire Purchasing & Procurement Policy
Review licencing provisions for all Microsoft and other software licencing.		Internal resources	Ongoing	Annually	Annually	Annually	Annually	Annually	Microsoft licencing reviewed in September each year. Microsoft 365 currently been investigated for implementation in September 2021
Work collaboratively with Mid Lachlan Alliance Councils, JROCs and Authority Special Interest Groups to maximise operational and financial benefits		Internal resources	Ongoing	As required					Staff regularly attend JROC (online) IT meetings, Staff attend Authority SIG Meetings when held.

Costs					
Job No	2018-19	2019-20	2020-21	2021-22	2022-23
3100.310	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
3140.355	\$12,800	\$12,800	\$12,800	\$12,800	\$12,800

Infrastructure and Technology

Current Situation

In terms of the key IT infrastructure, systems and components, the Lachlan Shire has, over the past five years increased the total number of end-user devices (e.g PCs, tablets, telephones), while maintaining a similar level of physical infrastructure in terms of servers, storages and switches. Improvements in software, virtualisation technology, networking and storage have contributed to better IT services over this period.

Personal Computing

There are approximately 110 Personal Computers (PCs) running Windows 10 Operating System. A breakdown of PCs can be seen in the following two figures, one indicating Desktop PCs compare with laptops, while the other shows the distribution of PCs across sites. Since the beginning of the COVID pandemic, the number of laptops has increased significantly to ensure staff can work remotely when needed. Council will aim to rollout laptops to most staff in the future to allow a smooth transition if staff are required to work from home.

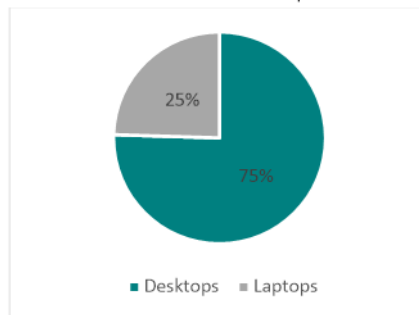


Figure 1: Distribution of Desktops and Laptops throughout Lachlan Shire Council's Network

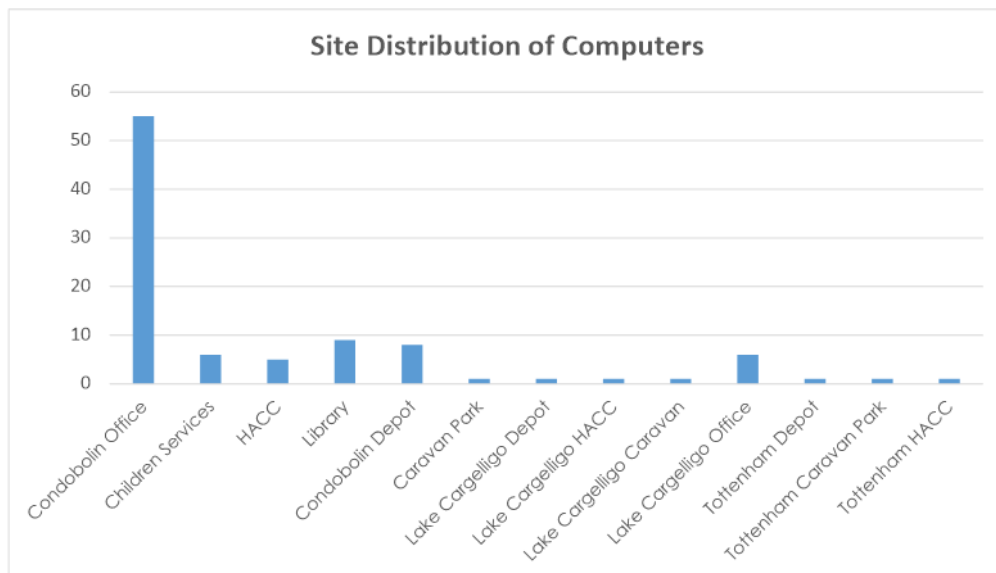


Figure 2: Distribution of Computers throughout Lachlan Shire Council's Network

Council has also issued tablet devices for senior staff and Councillors. Apple iPad tablets have been supplied to Councillors and the Executive Management team to allow for paperless access to Council minutes and agendas.

Other tablet models include:

- Motion Tablets – Asset Management
- XSLATE B10 rugged tablet for Weeds and Asset Management
- Samsung Tab A 10.1 – Tablets for remote workers

It is expected that the number of tablets will increase significantly over the next five years as more mobile processes and solutions are developed. Purchases and issues of tablet computing devices will be in accordance with Council’s Mobile Devices Policy.

Data Centres

Council currently operates two production data centres. A total of two racks of infrastructure consisting of the following hardware are installed in each of the data centres.

Description of Hardware	Year of Purchase	Location of Hardware	Storage capacity where applicable	Installed Software	Due for replacement	Progress March 2021
Dell PowerEdge R710 Server	2011	Depot Server Room	4X450GB 15K	Hyper-V, Failover Cluster Manager	2019 Replace from old	Replaced November 2019
Dell PowerEdge R710 Server	2010	Depot Server Room	6X146GB 15K	Hyper-V, Failover Cluster Manager	2019 Replace from old	Replaced November 2019
Dell PowerEdge R710 Server	2010	Depot Server Room	6X300GB 15K	Hyper-V, Failover Cluster Manager	2019 Replace from old	Replaced November 2019
Dell PowerVault MD3200 SAN	2011	Depot Server Room	12X300GB 15K		2019 Replace from old	Replaced November 2019
Dell PowerVault MD1200 SAN	2011	Depot Server Room	7X300GB 15K 5X1TB 7.2K		2019 Replace from old	Replaced November 2019
Dell PowerVault MD1200 SAN	2013	Depot Server Room	12X2TB 7.2K		2019 Replace from old	Replaced November 2019
Dell PowerEdge R730XD Server – Condobolin Depot	2015	Server Room	8X4TB 7.2K	CCTV Software	To be installed after Depot replacement	No Progress
Dell PowerEdge R720XD Server – Town CCTV	2013	Server Room	6X3TB 7.2K	CCTV Software	2021	In progress of replacing
Dell PowerEdge R630 Server	2015	Server Room	5X300GB 15K	Hyper-V, Failover Cluster Manager	2019	Replaced from old November 2019
Dell PowerEdge R630 Server	2015	Server Room	5X300GB 15K	Hyper-V, Failover Cluster Manager	2019	Replaced from old November 2019
Dell PowerEdge R630 Server	2015	Server Room	5X300GB 15K	Hyper-V, Failover Cluster Manager	2019	Replaced from old November 2019
Dell SC4020 SAN	2016	Server Room	10X2TB SSD		2019	Replaced from old November 2019
Dell SC200 SAN	2016	Server Room	12X6TB 7.2K		2019	Replaced from old November 2019
HP Proliant DL360 Server	2015	Server Room	2X300GB 10K	Elastix\Asterisk PBX	2018	Replaced November 2019

APC SRT5KRMXLI UPS	2016	Server Room			2020	Replaced January 2020
Dell PowerEdge Rack Console 15FP Console	2010	Server Room			2018	Replaced February 2020

This hardware, and associated software, is used to provide network, business systems and data storage services. Further details of software are outlined below.

Data Centre 1 (DC1) is the primary data centre and is located at the Lachlan Shire Council main Administration office. Data Centre 2 (DC2) is the secondary data centre and is located 3 kilometres away at the Condobolin Depot. DC2 provides a degree of redundancy and will ultimately form the main Disaster Recovery solution as part of Lachlan Shire Council’s Business Continuity Process.

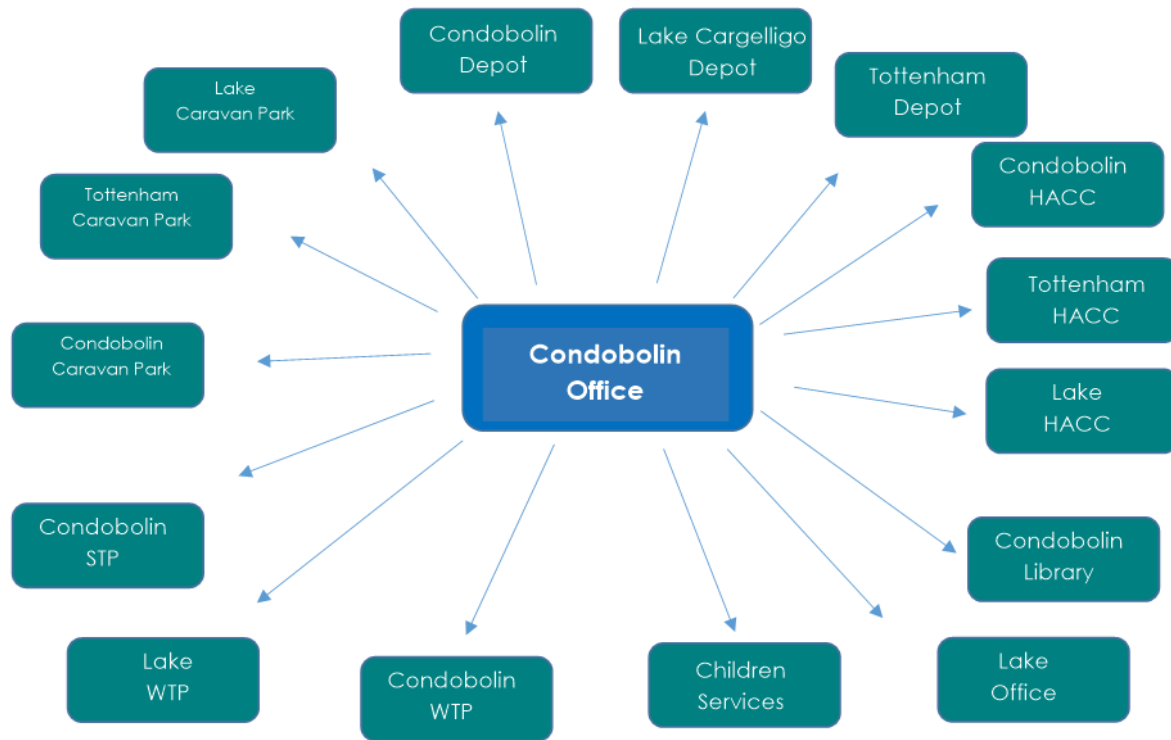
In terms of data storage capacity, 75 terabytes of network storage capacity is installed in DC1 and 25 Terabytes capacity in DC2. Data that is deemed important is replicated automatically between DC1 and DC2.

Data Communication Network

Council operates both a local area network at its main Council administration building and also a wider area network to encompass its remote sites. The local area network consists of Cat 5 cabling throughout the building, 140 data points and a two routers and two switches to support the distribution of data between desktop computing and the servers

Type of router/switch/cabling	Manufacturer	Year of purchase	Date due for replacement	Estimated cost of replacement	March 2021 Progress
Cisco SG300-28P Switch	Cisco	2013	2016	\$1,000	Due to be replaced with CCTV rollout
Dell N4032F Switch x 2	Dell	2016	2020	\$14,000	Moved to DR Site
Aruba 2920-48G J9729A Switch X 4	HP	2016	2020	\$25,000	Still under warranty, Still no end of life date
HP ProCurve 2510G-48 Switch	HP	2011	Replace from Old	Replace from Old	Decommissioned
DLINK DSL-526E ADSL Modem	DLINK	2017	2021	\$100	Replaced 2019
DLINK DSL-526E ADSL Modem	DLINK	2017	2021	\$100	Replaced 2019
Ruckus Zone Director 1100 WiFi Controller	Ruckus	2015	2019	\$1,500	Still under warranty . still no end of life date
HP 1910-8G PoE+ JG350A Switch	HP	2013	Replace from Old	Replace from Old	Decommissioned
Dell SonicWall NSA 3600 Firewall	Dell	2016	2020	\$8,000	Still no end of life date. Sonicwall has no issues

Council has over 15 office locations directly connected to the computer network with multiple remote sites, which are connected via Virtual Private Network (VPN) or Remote Desktop Services. Over the last three years, Council has added three new remote locations to the network including Tottenham Home and Community Care (HACC) offices, Lake Cargelligo HACC offices and the Condobolin Sewerage Treatment Plant.



New Wireless Radios have been installed at the Condobolin Depot and separately at the Condobolin Community Centre, Condobolin Police Station, Condobolin NAB Bank & Condobolin Hotel to facilitate the Condobolin town CCTV Network. A total of eight (8) Ubiquity Air fibre Radios have been installed to support this radio network.

With an area of 14973 km2 in the Lachlan Shire, providing economical, fast and reliable ICT services to all office locations and users is a sizeable challenge. In the last four years NBN has been installed at almost all sites in Condobolin, Lake Cargelligo and Tottenham. This has provided a more stable connection and therefore has improved the level of service provided to Lachlan Shire Staff.

Printing, Scanning and Fax

Network-connected Xerox Multi-Functional Devices (MFDs) were deployed throughout the organisation in 2017. MFDs have been deployed at Lachlan Shire Council Administration Offices and larger remote sites. A combination of smaller Brother & HP Laser Jets have been deployed for smaller remote sites. All MFDs are due for replacement in 2021.

Council's total stock of printer hardware is

Type of printer	Manufacturer	Year of purchase	Date due for replacement	Estimated cost of replacement
FX ApeosPort-VI C3371	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-VI C2271	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-VI C2271	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-VI C3371	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-V C7785	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-VI C2271	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-VI C2271	Xerox	2017 (Leased for 4 years)	2021	Leased
FX ApeosPort-VI C2271	Xerox	2017 (Leased for 4 years)	2021	Leased
HP LaserJet 400	HP	2016	2021	\$1000
HP LaserJet 400	HP	2016	2021	\$1000
HP LaserJet 400	HP	2016	2021	\$1000
Brother MFC 9140CDN	Brother	2017	2021	\$1000
Brother MFC 9335CDW	Brother	2017	2021	\$1000
Brother MFC 93330CDW	Brother	2017	2021	\$1000

Closed Circuit Television (CCTV)

In 2013, council installed 12 Closed Circuit Television (CCTV) cameras throughout Condobolin's main Central Business District. Since this time, Council has installed an additional two cameras in the CBD, five cameras at the Condobolin Council Office Building, 8 cameras at the Condobolin Depot, an additional five cameras at the Condobolin Swimming Pools and on premise CCTV solutions at the SRA Hall, Condobolin Library and the Condobolin Water Treatment Plant. In early 2021, Council received funding for a CCTV system for the Lake Cargelligo CBD which will be installed in May 2021

Type of hardware	Manufacturer	Location	Date due for replacement	Estimated cost of replacement
8 x Fixed Cameras	Avigilon Fixed Cameras	Condobolin CBD CCTV	2019	\$16,000
4 x PTZ Cameras	Avigilon PTZ Cameras	Condobolin CBD CCTV	2019	\$12,000
3 x Fixed Camera	HIKVISION	Condobolin CBD CCTV	2021	\$6,000
4 x Fixed Cameras	HIKVISION	Council Chambers	2022	\$8,000
8 x Fixed Cameras	Avigilon	Condobolin Depot	2021	\$2,000
6 x Fixed Cameras	HIKVISION	Condobolin Swimming Pool	2021	\$2,000
8 x Switches	Cisco SG300-28P Switch	CCTV Network	2020	\$16,000

Telephony

Council Telephony system has remained static in the last 5 years. Approximately 60 Yealink phones were deployed in 2019 when the Asterix Phone system was upgraded.

Lachlan Shire Council currently has approximately 70 Mobile phone services and handsets. Preference is currently for Apple iPhones.

Council purchases phone and data services from Telstra, as its main provider.

Power use and Emissions – Green Computing

Lachlan Shire Council has no current Green Computing policy however the following energy initiatives have been implemented

- Purchasing small form factor low energy consumption Pcs that are Energy Star Compliant, incorporated solid-state disk drives and other power saving hardware
- Leasing of Energy efficient Multi-Function devices for printing, scanning and fax that have energy saving settings enabled as standard
- Expanding use of Virtualisation software for servers, while using a smaller number of energy efficient physical servers as hosts
- Replacing network switches with newer more energy efficient units.

The Way Forward

Personal Computing

Council is committed to ensuring its Personal Computer network is of a standard that allows its staff to work efficiently and effectively, is up to date with current software, including virus and malware protection software. To achieve this Council's preference is to replace of all personal computers and laptops on a four year cyclical basis at an estimated cost of \$100,000. Funding of this work is dependent on budget.

Council is investigating moving the majority of PCs to laptops to allow staff to work remotely if required. This may require a larger budget

Data Centres

An annual assessment will be made of hardware and associated infrastructure located in Council's data centres to ensure these assets continue to meet the needs of IT users and operate in a way that maximises productivity.

A detailed expenditure plan will be prepared by the IT Manager on an annual basis to identify hardware and associated infrastructure to be replaced, which will inform capital budgets. As a rule of thumb it is expected these assets will be replaced as part of a four year rolling asset replacement plan.

Data Communications Network

The disbursement of Council offices over a significant area provides a number of challenges for IT in terms of access and also network speeds for uploading and downloading data. In addition to this, a number of Council outdoor staff work in the field and require access to fast and reliable technology to send data to and from the main servers. Council's IT team will continue to work with users to identify opportunities to implement a radio wireless network

across the Shire to facilitate remote working and opportunities to streamline work processes through the use of technology.

Printing, Scanning and Fax

Council IT staff will continue to explore options for reducing costs associated with the printing and scanning of documents. In 2021, Council is implementing new Multi-Functional Devices to reduce the costs of hardware required to complete multiple tasks. It is expected these devices, or similar will be replaced on a four year rolling cycle. Smaller printers and scanners which are used by individual functions will be replaced on a four year rolling cycle or when required depending on cost, serviceability, and options for replacement. Prior to replacement the IS manager shall initiate a full service review of these devices to identify opportunities for cost savings.

Closed Circuit Television (CCTV)

Council is committed to ensuring the safety and security of its assets and its community. To assist with this Council will continue the rollout of CCTV in areas where it is deemed appropriate to do so.

Council's existing CCTV infrastructure will be reviewed on an annual basis. Funding for replacement and /or upgrade of this will be requested as part of the annual Plant and Equipment Capital Needs budget.

Telephony

Council's telephone systems form an important part of its communications network both internally, between council work sites and also with its community. Council will continue to work with its main service provider to identify opportunities to improve the quality of its phone services and any new technologies that may assist in improving service delivery.

Summary of Infrastructure Expenditure Requirements									
Actions	Job No	Indicative Budget	Time to complete	Timeframe/Frequency					Progress March 2021
				2018-19	2019-20	2020-21	2021-22	2022-23	
Replace Physical Servers	W924.385	\$50,000	2 years		August 2019				Physical servers replaced in December 2019.
Replace PC Fleet	W920.385	\$100,000	4 years			December 2020	December 2021		25% has been replaced in 20/21 Financial year, the rest to be completed in 21/22 Financial year to be in line with warranty periods. Increase in budget to allow IT team to predominately purchase Laptops for most staff members
Upgrade Photocopier Fleet (leased replace 2021)		In operating budget	4 years			May 2021			Request for Quote issued in March 2021, replacement due May 2021
Replace Storage Area Network	W924.385	\$60,000	2 years		August 2018				Completed December 2019
Replace Switches & Modems and Network Hardware	W924.385	\$40,000	2 years			August 2020			Completed December 2019
Move all Council sites from ADSL 2+ to NBN	3140.355	\$2000	1 year	August 2018					Completed February 2019.
Replace Council Phone System	W922.385	\$15,000	1 year	Oct 2018				July 2022	Completed May 2019
Replace Records Scanner	3140.355	\$10,000	3 years			February 2021			Current model has no issues and timeframe for replacement pushed out till 2022
Investigate the use of VOip phones at external sites in Condobolin		Internal Resourcing	2 years	May 2019					Project pushed out till January 2023. No issues with phone arrangements at external council sites
Identify and rationalise environmental impacts of IT operations <ul style="list-style-type: none"> Reduce print impacts Consolidate equipment to reduce energy consumption Reduce paper use and waste Ongoing analysis of energy consumption Asset disposal 		Internal resourcing	Ongoing	Annually	Annually	Annually	Annually	Annually	Paper cut printing system implemented for staff to keep track of printing costs, currently investigating automated shutdown of PC Fleet overnight, Photocopiers low power mode activated overnight
Implement wireless point to point links at Condobolin Remote Sites to improve user connectivity	W922.385	\$20,000	2 years		May 2020	December 2020			No Progress. Currently Investigating options on point to point links in the town of Condobolin
Investigate integrating Council's phone system with desktops		Internal resourcing	2 years	Ongoing	Ongoing				No Progress, Not a priority at this time
Assist Infrastructure Services with the move from Analogue Radio Technology to Digital Radio Technology		Internal resourcing	2 years	Ongoing	Ongoing				Council has decided on Cell Fi Technology instead of moving to Digital Radio Technology. Cell Fi rolled out in 2020 to the majority of Council Vehicles
Seek grant funding to expand wireless radio network		Internal resourcing	Ongoing	As Available	As Available	As Available	As Available	As Available	No grant funding has been available, still actively researching.

Additional Infrastructure Projects									
Actions	Job No	Indicative Budget	Time to complete	Timeframe/Frequency					Progress March 2021
				2018-19	2019-20	2020-21	2021-22	2022-23	
Replace all non-adjustable and 19 inch computer monitors with 24 inch monitors	W920.385	\$8,000	1 year			September 2020			Completed December 2020
Replace CCTV Server and network infrastructure	W2980.385	\$38,000	2 years		June 2020	June 2021			In Progress, quotes received for replacement of Server & Cameras.
Rollout new ipads for new term of Councillors	3020.375	\$10,000	6 months				September 2021		New term of Council set to be September 2021
Purchase new projectors for Council Meeting rooms including Council Chambers & Committee Room	W920.385	\$5,000	1 year			September 2020			Completed March 2021
Replace existing firewalls that have become end of life	3140.355	\$10,000	yearly			July 2020	July 2021		Completed July 2020. Additional Firewalls to be replaced in July 2021
Install Cell Fi units in all Council Vehicles to boost mobile coverage available	Costed to individual Plant Nos		6 months			July 2020			Completed throughout 2020
Purchase and rollout new fleet of phones for all Council vehicles as part of the Cell Fi roll out	New Work Order	\$15,000	6 months						Tablets to be rolled out instead of phones. 6 Tablets are being trialled with Overseers and lone staff members. After trial, the rest of the tablets will be rolled out.
Purchase Communication devices for new depot	New Work Order	\$30,000	1 year				March 2022		New Project
Install Video Conferencing equipment at Tottenham Community Hall	3140.355	\$5,000	3 months			November 2020			In Progress, waiting for Committee Approval

Costs					
Job No	2018-19	2019-20	2020-21	2021-22	2022-23
3140.355	\$2,000		\$8,000	\$10,000	
3020.375				\$10,000	
W922.385	\$15,000		\$20,000		\$15,000
W924.385		\$110,000	\$40,000		
W920.385			\$43,000	\$105,000	
W2980.385		\$38,000	\$38,000		
W2322.385				\$30,000	
New WO			\$15,000		
Total	\$17,000	\$148,000	\$159,000	\$155,000	\$15,000

Business Systems and Applications

Current Situation

Standard Operating Environments (SOE) have been developed for all Lachlan Shire Council PCs used by staff, while a separate SOE has been developed for the Public PCs deployed at the Libraries. The consistency of PC configuration, along with the ability to automatically deploy applications to PCs has contributed to a reduction in the number of incidents relating to PCs and reduced the effort involved in resolving PC-related Service Requests.

This SOE consists of Windows operating system, Microsoft Office products, Civica Authority including Add Ins, HP Trim, Adobe Reader

Council currently operates the following software to ensure and maintain the effective operations of its network, in addition to specific purpose applications:

Name of software	Brief description of system	Job No	Supplier/Vendor	Annual licence fee	Period of licence, eg no years	Next licence renewal date
Authority	Core Business System with modules including Finance, Rates, Purchasing, HR, Customer Request Management, and Asset Management. Integrated with TRIM and Intramaps	3140.355	Civica	\$75,000	Annual	September 2021
Trim	Electronic Document and Records Management System	3140.355	Information	\$15,000	Annual	June 2021
Microsoft Licencing	Provides suite of Microsoft Products		Data #3		Annual	September 2021
		3140.355		\$45,000		
	Other Microsoft licensing (External sites) costs	W92.263		\$5025		
		W94.263		\$1,120		
		W93.263		\$1,120		
		W88.263		\$2,235		
		W1060.263		\$1,120		
		W145.263		\$1,675		
		W53.263		\$5,025		
		W54.263		\$3,350		
		W1705.263		\$560		
		W683.285		\$1,120		
		W74.263		\$560		
		W75.263		\$560		
Intramaps	Geographical Information System (GIS) providing information including Land Cadastre, Road Centre Lines, Assets and Aerial Photography	3140.355	Chartis Technology	\$10,558	Annual	January 2022
FME	GIS Script	W1692.176		\$858		December 2021
Internet / Website	Externally hosted public information system	3140.355	WEB123	\$1,100	Annual	March 2021
Datafuel	Fuel Management System used as part of Engineering operations of fleet and heavy machinery at the Depot and external fuel tankers	3140.355	Datafuel Financial Systems	\$5054	Annual	March 2021
	Other Plant No costs	W92.118		\$389		
		P1249		\$389		
		P256		\$389		
		P257		\$389		
		P258		\$389		
		P259		\$389		
		P275		\$389		

		P276		\$389		
		P277		\$389		
		P278		\$389		
		P279		\$389		
		W93.115		\$389		
		W94.118		\$389		
RMS	Provides bookings management for Caravan Park Facilities		RMS	\$3,900	Quarterly	July 2021
		W74.263		\$1,950		
		W75.263		\$1,950		
Libero	Library Management System		Insight Informatics	\$20,553	Annual	July 2021
		W53.263		\$7,600		
		W54.263		\$7,600		
Service Desk Plus	Service Request & Knowledge Management System	3140.355	Manage Engine	\$7,900	Annual	May 2021
InfoCouncil	Council Business Paper Management System	3140.355	Infosphere	\$10,675	Annual	July 2021
Big Tin Can Hub	Provides Councillors access to Business Papers via Mobile devices	3140.355	Task Exchange	\$6,005	Annual	April 2021
Fulcrum	Asset Management Capture Application for mobile and desktop devices	3200.370	Spatial Networks Incorporated	\$1,000	Monthly	June 2021
Roam	Weeds Management Capture Application for mobile and desktop devices	W144.192	Chartis Technology	\$3,300	Annual	October 2021
Authority BIS	Authority BIS allows for quick and easy analysis of data from Council's Corporate System	3140.355	Civica	\$7500	Annual	July 2021
Redman Solutions Email Archiving	Email Archiving Software	3140.355	Redman Solutions	\$1,300	Annual	June 2021
Additional Software purchased	Brief description of system	Job No	Supplier/Vendor	Annual licence fee	Period of licence, eg no years	Next licence renewal date
PDQ	Software Deployment	3140.355	PDQ	\$1,300	Annual	March 2021
Exclaimer	Email Signature Deployment	3140.355	Task Exchange	\$340	Annual	March 2021
Add to Exchange	Copies contacts to all users so they have an up to date version of Councils contacts on their device	3140.355	Did it Better	\$1,400	Annual	April 2021
Nuance PowerPDF	PDF editing software	3140.355	Nuance	\$250	Annual	February 2022
Civilcad	Design and documentation solution for civil engineering		Civil Survey Solutions	\$6,550	Annual	February 2022
Autocad			Civil Survey Solutions	\$550	Annual	February 2022
Manage Engine MDM	Mobile Device Management System	3140.355	Manage Engine	\$5,000	Annual	October 2021
OP Manager		3140.355	Manage Engine	\$930	Annual	January 2022
Pulse Project Management Software	Project Management Software	3140.355	Pulse	\$7920	Annual	February 2022
Pulse Corporate Reporting Module	Corporate Reporting Software for Community Strategic Plan, Fees & Charges, Delivery & Operational Software	3140.355	Pulse	\$7920	Annual	To be implemented
ELMO	Online HR, Recruitment & Performance Management Software (to be implemented)	3140.355	ELMO Solutions	\$20,006	Annual	October 2021
Mimecast Email Security Software	Incoming & Outgoing Email Protection	3140.355	Mimecast	\$9,449	Annual	May 2021
Mimecast User Awareness Portal	Cyber Security User Awareness portal	3140.355	Mimecast	\$3300	Annual	May 2021

Webroot / CrowdStrike	Antivirus Software	3140.355	Crowd Strike	\$20,000	Annual	June 2021
Tenable	Vulnerability Checking Software	3140.355	Tenable	\$10,000	Annual	June 2021
Vault	Work Health & Safety Software	Nil Cost	Damstra Technology	Nil	Annual	To be implemented
Maps made Easy	Drone Software	Costed to projects	Maps made easy	Costed to each project	Per Project	Per Project
Adobe Acrobat Pro	Document Editing Software	3140.355	Data #3	\$1,000	Annual	To be implemented
Adobe Indesign	Document Editing Software	3140.355	Data #3	\$1,000	Annual	December 2021
IT Policy Lite	IT Security Policy	3140.355	Kaon Security	\$3,840	Annual	November 2021
Website / Intranet	New Website / Intranet CMS	3140.355	To be advised	\$50,000	Annual	To be implemented
TOTAL		3140.355		\$328,747		

The Way Forward

In line with the IT principle to maximise investment in existing solutions, work will continue to develop Civica Authority so it delivers maximum effectiveness for the business. This will involve developing capabilities around integration, automation, online services and reporting. Best of breed software utilised for specific business unit requirements will be tailored to ensure integration with core Authority modules and other business systems where relevant.

The current SOE will be upgraded to ensure it stays current and is able to produce documents that can be easily used by others that may be on different versions of Microsoft products.

Work to be undertaken on the upgrade and implementation of business applications and systems during the course of this plan include:

Actions	Indicative Budget	Job No	Time to complete	Timeframe/Frequency					Progress March 2021
				2018-19	2019-20	2020-21	2021-22	2022-23	
Authority Business System:									
Upgrade to Civica Authority V7 & continuously update to latest version	\$72,000	W3130.385	Ongoing			November 2020		November 2022	Civica Authority 7.1 Upgraded completed in December 2020
Conduct a Health Check of all modules	\$20,000	3140.355	3 months	October 2018		April 2021			No Progress, this will be completed, once all 7.1 upgrade issues resolved
Develop and implement staff training based on the results of the Authority Health Check conducted	\$30,000	3140.355	2 years	Ongoing	Ongoing	June 2021			No Progress, this will be completed, once all 7.1 upgrade issues resolved
Implement BIS reporting for all Authority Modules	\$7,000	3140.355	Ongoing	1 module Annually	1 module Annually	1 module Annually	1 module Annually	1 module Annually	BIS reporting available for GL/WO, CRM & Payroll.
Implement Online timesheets for all staff	\$25,000	3140.355	2 years (depending on availability)	Ongoing	May 2020				Project due to start in April 2021. Online timesheets has not been available to date.
Implement an Asset Management System that integrates with financial data, Intramaps, Mobile devices and allows managers to analyse and model data	\$50,000	3200.361	3 years		Ongoing	Ongoing			No Progress
Improve and develop integration of Civica Authority with core business systems including Trim, InfoCouncil and Intramaps	\$10,000	3140.355	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	No Progress as no additional integration available at this stage.
Email:									
Upgrade to Exchange Server 2016	\$28,000	3140.355	Internal Resource		March 2020				Completed March 2020
Operating Software:									
Upgrade virtual servers to latest Windows Server Operating System (Assistance from consultants)	\$15,000	3140.355	Internal Resource	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Server upgrades ongoing.
Other Software:									
Investigate / implement project management software	\$20,000	3140.355		December 2018		December 2020			Pulse Project Management Software currently being implemented. Due to complete May 2021
Records Management:									
Upgrade to Trim Content Manager V9	\$29,000	3140.355		December 2018			January 21		Upgraded February 2019. New Version available and due to rollout January 22

Additional Business System & Applications projects	Indicative Budget	Job No	Time to complete	Timeframe/Frequency					
				2018-19	2019-20	2020-21	2021-22	2022-23	Progress March 2021
				Replace Sysaid with Service Desk Plus	\$7,900	3140.355	1 year		
Implement Authority E-Services which includes a portal for customers for Rates, Water, Development Application, Customer Request self service	\$12,000	W3130.385	1 year			April 2021			Project commencing April 2021
Implement Authority Actus App which allows Customer Requests, Applications, Registers tasks to be opened, actioned and completed in the field	\$17,000	W3130.385	1 year				September 2021		No Progress
Upgrade Council's website, Integrated Staff Intranet & Community Engagement Software	\$50,000	W3129.385	1 year			March 2021	Ongoing	Ongoing	RFQ to go out March 2021
Implement Authority Procure to Pay module	\$27,000	W3130.385					March 2022		No Progress
Implement Pulse Project Management Software	\$27,720	3140.355	New Project			May 2021			Working with OMT Project Management on Configuration. Due to implement in May 2021
Implement Pulse Corporate Reporting Software	\$17,820	3140.355	New Project				August 2021		New Project
Implement link Pulse link to Authority	\$5,940	3140.355	New Project				August 2021		New Project
Implement ELMO Content Manager & Authority Integration	\$10,000	3140.355					August 2021		

Job No	2018-19	2019-20	2020-21	2021-22	2022-23
3140.355	\$116,000	\$87,000	\$174,000	\$451,227	\$410,747
3200.361		\$50,000	\$50,000		
W3130.385			\$50,000	\$44,000	\$72,000
W3129.385			\$50,000		

Service Improvement Opportunities

Council is committed to a culture of continuous improvement whereby it is continually looking for ways to improve its service delivery and reduce costs to its community for these services. Technology is an important tool in driving efficiencies in service delivery.

Key Council staff were asked to identify ways they see that IT can assist with improving their service delivery. Many of the items discussed have been identified in this document. However, other items which will be explored in more detail over the next three years include:

Improved system integration, for example between asset condition management, asset identification on mapping software and financial data;

- *Improved data management and reporting capabilities*
- *Improved Internet speeds*
- *Investigation of Cloud based storage to improve access to data and reduce costs*
- *Improved data security to protect data and ensure privacy of personal information*
- *Management of network and data in the event of an emergency shutdown*
- *Integration of remote devices, eg tablets in the field with core business systems*
- *Implementation of Smart City Technology*
- *Implement Online Development Application System*
- *Implement Intranet Public Maps*
- *Incorporate Authority E Services into Council's website to allow Customers to lodge CRMs, Pay rates & water, Lodge Development Applications*
- *Implement a Lachlan Shire Council tourism website*
- *Upgrade Council's website to a more modern interface & to meet Accessibility guidelines*
- *Ensure Council Website / online services are accessible from traditional and developing platforms including smartphones and mobile devices.*
- *Implement a staff intranet*
- *Use of drone technology to assist with data capture for asset management*

In addition to these identified opportunities for service improvement Council's IT staff will continue to monitor emerging technologies and evaluate these against a service improvement culture.

The use of Cloud technology to improve service delivery and reduce costs will be advanced through

- Development of a Cloud Policy ensuring assessment of and transition to cloud services is controlled, compliant and well managed.
- Ensuring cloud services are evaluated for suitability when existing ICT infrastructure or business systems are replaced and when new ICT infrastructure or business systems are procured.
- Investigating opportunities to migrate business systems and applications.

IT Business Continuity, Security and Cyber Risk

Business continuity, information and Cyber security represent three critical organisational risks.

From an IT perspective business continuity involves disaster recovery planning and contingency planning, data recovery, risk management, backups, redundancy, replication and emergency response. Effective business continuity planning allows an organisation to continue to operate during a serious incident or crisis and to recover appropriately following such an incident.

As implied information security deals with risks associated with securing digital information on the Shire's corporate network and public facing systems. As a government agency we are required to ensure that our digital information and IT assets are secured effectively.

Cyber security is becoming an increasing risk and Council must establish effective cyber security policies and procedures and embed cyber security into risk management practices. As there are new cyber security threats emerging regularly, Council will never totally be immune to attacks. However, implementing a Cyber Security action list and following the essential eight maturity model will minimise the risk of cyber-attack.

In June 2020, a Cyber Security Action plan was created as part of the Cyber Security Framework. The IT Strategic Plan has been updated and all actions from the Cyber Security Action Plan have been incorporated into IT Strategic Plan.

Work to be undertaken to minimise identified risks include:

Action	Indicative Budget	Job No	Time to complete	2018/19	2019/20	2020/21	2021/22	2022/23	Progress March 2021
Review and Develop Lachlan Shire Council's Business Continuity Process <ul style="list-style-type: none"> Disaster Recovery Plan Implementation funding options Testing Process and Procedures Risk Register 	Internal Resources		3 Months	Sept 2018					Business Continuity Plan & IT Disaster Recovery Plan updated in February 2020, Risk Register and Cyber Risk Register developed in November 2019, Testing due to take place in June 2021.
Ensure effective IT business continuity and disaster recovery processes Annual IT business continuity and disaster recovery audit	Internal Resources		Annually	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Audit complete and action list developed in February 2020. All actions completed by July 2020.
Implement a third offsite backup location	\$10,000	3140.355	3 months	September 2018					Solution changed from third offsite backup location to an offline backup solution where daily backups are stored on premise but offline. Hardware purchased.
Investigate Cloud backup capabilities	Ongoing		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	No Progress, all on premise solution at the moment. Not currently investigating cloud solutions due to bandwidth available in Condobolin
Develop and Implement a periodic (6 monthly) procedure for failover testing of core business systems.	Internal Resources		2 months	September 2018					Failover procedure updated February 2020,
Investigate UPS technologies at remote sites to reduce time out after power loss.	\$20,000	W922.385	3 years			July 2020			No progress, still investigating options and whether UPS technologies will reduce time outages
Implement robust incident management reporting and response systems	Internal Resources			January 2019					Cyber incident register created in November 2019 & updated regularly
Engage IT security specialist to conduct annual vulnerability assessment to maximise security and integrity of IT systems	\$20,000	3140.355	2 years		January 2020				Content Security engaged through JROC to conduct Cyber Security Audit in March 2020.
Enhance, develop and implement improved remote access facilities	\$10,000	3140.355	2 years		March 2020				Two Factor Authentication VPN Access implemented in January 2020.

Investigate implementing two factor authentication / single sign on across all business systems and It services to maximise accessibility and security	\$5,000	3140.355	2 years		March 2020				Two Factor Authentication not currently available for major corporate systems including Authority and CM9.
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Additional Business Continuity & Security Actions

Action	Indicative Budget	Job No	Time to Complete	2018/19	2019/20	2020/21	2021/22	2022/2023	Progress March 2021
Purchase 4G DLink modems which will allow Council to failover to 4G network in case of NBN Failure	\$1,600	3140.355				July 2020			Completed February 2021
Purchase and configure additional firewall for easy DR recovery at Councils Depot	\$6,500	3140.355	1 year			July 2020			No Progress
Install Internet NBN Connection into Condobolin Depot	\$1,200 per year	3140.355	Ongoing			Ongoing	Ongoing	Ongoing	No Progress
Purchase external Hard Drives to weekly offline backups	\$3,600	3140.355				July 2020			Completed March 2021
Purchase CrowdStrike to replace our existing Antivirus (Webroot)	\$20,000	3140.355	1 year				October 2021		New Project
Purchase Tenable.io to conduct regular vulnerability scanning	\$10,000	3140.355	1 year				October 2021		New Project
Engage Consultant to perform Penetration Testing every two years	\$30,000	3140.355	1 year				March 2022		New Project

Cyber Security Actions

Action	Indicative Budget	Job No	Time to Complete	2018/19	2019/20	2020/21	2021/22	2022/2023	Progress March 2021
Allocate Roles & Responsibilities for Cyber Security	Internal Resourcing					July 2020			Draft Roles and Responsibilities document created. IS Manager to send to ELT & Council to review
Create a governance Committee to be accountable for Cyber Security including risks & plans and meeting requirements of the NSW Cyber Security Policy	Internal Resourcing					September 2020			IT Steering Committee instead of Governance Committee Suggested. IS Manager still to create draft terms of reference to be sent to OMT & ELT to review.
Develop a plan to manage Councils Cyber security risks, integrated with business continuity arrangements	Internal Resourcing					August 2020			Business Continuity Plan has already been formulated. Cyber Security Risks still need to be integrated and revised Business Continuity Plan to go to OMT, ELT & Council.
Include Cyber Security threats in Council's Overall Risk Management Framework	Internal Resourcing					August 2020			IT Risk register (including Cyber Security Risks) sent monthly to ELT. Enterprise Risk Management Framework yet to be formulated.
Develop a Supplier & Third Party Management IT Security Policy which will ensure IT Service providers are accountable for cyber risks. This will include them notifying Council quickly of any suspected or actual security incidents.	Internal Resourcing					July 2020			Draft Supplier & Third Party Policy document created. IS Manager to send to Council to Review
Implement regular Cyber Security education for all employees and contractors	\$3,300 yearly	3140.355	Ongoing			March 2021	Ongoing	Ongoing	Signed Agreement, Commencing configuration and planning for Monthly instalments of Education for Staff members

Action	Indicative Budget	Job No	Time to Complete	2018/19	2019/20	2020/21	2021/22	2022/2023	Progress March 2021
Increase awareness of cyber security risk across all staff including the need to report cyber security risks	Internal Resourcing		1 year			March 2021	Ongoing	Ongoing	In May 2020, Council implemented Mimecast Email Security Software which has an user awareness function. Mimecast User Awareness module in the process of being implemented
Forster a culture where cyber security risk management is an important and valued aspect of decision-making and where cyber security risk management processes are understood and applied.	Internal Resourcing		1 year			January 2021			No Progress as yet
Ensure that people who have access to sensitive or classified information or systems and those with privileged system access, have access removed when they no longer need to have access or their employment is terminated.	Internal Resourcing		1 year		June 2020				Draft Information Management Policy created to be in line with 27002 IT Standard. IS Manager to send to OMT, ELT & Council to review
Share information on security threats and intelligence with Cyber Security NSW and cooperate across NSW Government to enable management of government-wide cyber risk	Internal Resourcing		Annually		August Yearly	August 2020	August 2021	August 2022	Reporting to Cyber Security NSW when required. For example patching status after threats identified and August yearly in the annual report
Implement a Change Management System for all System changes	Internal Resourcing		1 year						Implemented Change Management Procedures in line with new Service Desk Management System. Electronic approvals of all IT changes. Draft Change Management Policy created. IS Manager to send to ELT, OMT, Consultative Committee & Council for approval.
Implement an Information Security Policy which is compliant with an ICT/OT Standard	\$4,225.00	3140.355	Ongoing			July 2020	Ongoing	Ongoing	IT Security Policy system purchased. Policy Workshop conducted in February 2021 with IT Staff. Draft IT Security Policies created and to be sent to ELT, OMT, Consultative Committee & Council for approval
Implement an Information Security Procedures	Internal Resourcing		1 year						Draft Information Security Procedures created.
Implement the ACSC Essential 8 Maturity Model	\$20,000		3 years			December 2020	July 2021, August 2021	Ongoing	Implementation of ACSC has commenced. Group Policy on Macros has been enabled, other measures to meet Maturity Level 1 still to be implemented.
Create an Information Classification System where information is classified according to importance.	Internal Resourcing		1 year			August 2020			No Progress.
Ensure Cyber Security Requirements are built in to Council procurement & included in the early stages of Council's projects	Internal Resourcing		1 year			September 2020			Cyber Security requirements built into new Project Management Software Pulse. Cyber Security Requirements still to be included in procurement process.
Ensure new IT systems include processes for audit trails and activity logging to assess accuracy and integrity of data including processes for internal fraud detection	Internal Resourcing		1 year			December 2020			Audit Trails available for Civica Authority 7.1. Activity logging on the network to be implemented by December 2021. Activity Logging already available on Council's firewalls

Action	Indicative Budget	Job No	Time to Complete	2018/19	2019/20	2020/21	2021/22	2022/2023	Progress March 2021
Create a current Cyber incident response plan that integrates with Incident Management Process and the NSW Government Cyber Incident Response Plan	Internal Resourcing		1 year			September 2020			No Progress
Test our cyber incident response plan with OLT, ELT, Communications Officer & Council's IT team	Internal Resourcing		1 year			December 2020			No Progress
Deploy tools to allow adequate Cyber incident identification and response	\$30,000	3140.355	1 year			September 2020			No Progress. Tenable and Crowd Strike to be implemented next Financial year
Report Cyber Security Incidents to Cyber Security NSW	Internal Resourcing		1 year			As occurring	As Occuring	As occurring	No Progress
Report on compliance with this framework to Cyber Security NSW	Internal Resourcing		Annually			August Annually	August Annually	August Annually	No Progress.
Report Maturity against the ACSC Essential 8 to Cyber Security NSW Report Cyber Security Risks with a residual rating of high or extreme to Cyber Security NSW	Internal Resourcing		Annually			August Annually	August Annually	August Annually	Cyber Security NSW updated on patching status when required in relation to emerging risks. No progress on reporting on Essential 8 Maturity.

Costs					
	2018/19	2019/20	2020/21	2021/22	2022/23
3140.355	\$10,000	\$35,000	\$12,900	\$54,500	\$24,500
W922.385			\$20,000		
Total	\$10,000	\$35,000	\$32,900	\$54,500	\$24,500

Updated IT Budget & Anticipated Expenditure					
Job No	Budget 2018/19	Budget 2019/20	Budget 2020/21	Budget 2021/22	Budget 2022/23
3140.355	\$311,245	\$305,245	\$373,145	\$528,527	\$448,047
3100.310	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
3140.356					
3020.375				\$10,000	
W920.385			\$43,000	\$105,000	
W922.385	\$15,000		\$40,000		\$15,000
W924.385		\$100,000.00	\$40,000		
W2980.385			\$15,000		
New WO Cell Fi WO			\$15,000		
W3130.385			\$50,000		
Additional Software costs	\$74,236	\$74,236	\$74,236		
TOTAL IT Expenditure	\$406,481	\$485,481	\$592,145	\$649,527	\$469,047

8.3 INVESTMENTS AT 28 FEBRUARY 2021

TRIM Number: R21/42

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 28 February 2021 is \$1,631,627.

Investments held at 28 February 2021 totalling \$50,727,595 are set out in Attachment 1.

Please note that not all pages of the report are included in the attachment 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 28 February 2021, 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 February 2021, Council's portfolio is compliant across its counterparty and credit quality limits. Over the past 12 months, the portfolio, excluding on call cash, returned +1.65% p.a., outperforming bank bills by 1.44% p.a.

The official cash rate remains at 0.10%. This low rate will have a negative impact on Council's interest income. The expectation is that the Reserve Bank will not raise rates again until there is a sustained recovery and both of the economic objectives of full employment and target inflation are met. Returns of 0.40% to 0.70% p.a. can be expected 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.

ATTACHMENTS

1. Investment Reports as at 28 February 2021 [↓](#)

RECOMMENDATION

That:

1. The Director Corporate and Community Services Report No. R21/42 be received and noted.



Lachlan Shire
Your Ultimate Bush Experience

Investment Report

01/02/2021 to 28/02/2021



Portfolio Valuation as at 28/02/2021

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
WAW Credit Union	Unrated	TD	GENERAL	Annual	27/02/2019	02/03/2021	3.0000	500,000.00	123.29	123.29
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2021	2.8500	1,000,000.00	6,558.90	2,186.30
Macquarie Bank	A+	TD	GENERAL	At Maturity	24/03/2020	23/03/2021	1.7500	1,000,000.00	16,397.26	1,342.47
NAB	AA-	TD	GENERAL	At Maturity	27/05/2020	30/03/2021	1.0300	900,000.00	7,060.44	711.12
NAB	AA-	TD	GENERAL	At Maturity	03/12/2020	13/04/2021	0.4500	500,000.00	542.47	172.60
AMP Bank	BBB	TD	GENERAL	At Maturity	14/04/2020	13/04/2021	1.8500	500,000.00	8,134.93	709.59
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	Annual	03/05/2019	03/05/2021	2.6000	1,000,000.00	21,441.10	1,994.52
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	05/05/2020	04/05/2021	1.5000	1,000,000.00	12,328.77	1,150.68
AMP Bank	BBB	TD	GENERAL	At Maturity	05/05/2020	04/05/2021	1.5500	1,000,000.00	12,739.73	1,189.04
NAB	AA-	TD	GENERAL	At Maturity	22/05/2020	25/05/2021	1.0600	2,000,000.00	16,437.26	1,626.30
Westpac	AA-	TD	GENERAL	Quarterly	27/05/2020	25/05/2021	0.9100	2,000,000.00	149.59	149.59
Bendigo and Adelaide	BBB+	TD	GENERAL	At Maturity	09/06/2020	08/06/2021	1.2500	500,000.00	4,537.67	479.45
ING Direct	A	TD	GENERAL	Quarterly	11/06/2020	15/06/2021	1.0000	750,000.00	1,643.84	575.34
Auswide Bank	BBB	TD	GENERAL	At Maturity	15/06/2020	15/06/2021	1.0000	1,000,000.00	7,095.89	767.12
BOQ	BBB+	TD	GENERAL	Annual	30/06/2020	06/07/2021	1.0500	1,000,000.00	7,019.18	805.48
Auswide Bank	BBB	TD	GENERAL	At Maturity	12/08/2019	10/08/2021	1.9500	1,000,000.00	30,291.78	1,495.89
Westpac	AA-	TD	GENERAL	Quarterly	26/08/2020	26/08/2021	0.8000	1,000,000.00	65.75	65.75
Bank of Sydney	Unrated	TD	GENERAL	Annual	08/09/2020	08/09/2021	0.9300	500,000.00	2,216.71	356.71



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	20/10/2020	20/10/2021	0.6300	500,000.00	1,139.18	241.64
Westpac	AA-	TD	GENERAL	Quarterly	22/10/2019	26/10/2021	1.6000	1,000,000.00	1,665.75	1,227.40
AMP Bank	BBB	TD	GENERAL	Annual	27/05/2020	23/11/2021	1.4500	1,000,000.00	11,043.84	1,112.33
Community First	Unrated	TD	GENERAL	At Maturity	25/11/2020	30/11/2021	0.6500	500,000.00	854.79	249.32
Community First	Unrated	TD	GENERAL	At Maturity	03/12/2020	07/12/2021	0.6500	1,000,000.00	1,567.12	498.63
ING Direct	A	TD	GENERAL	Annual	06/02/2020	08/02/2022	1.6500	500,000.00	474.66	474.66
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	09/02/2021	09/02/2022	0.5900	500,000.00	161.64	161.64
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	20/02/2019	22/02/2022	3.0500	500,000.00	292.47	292.47
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2022	2.9500	500,000.00	3,394.52	1,131.51
BOQ	BBB+	TD	GENERAL	Annual	06/05/2020	10/05/2022	1.4500	500,000.00	5,939.04	556.16
AMP Bank	BBB	TD	GENERAL	Annual	24/11/2020	23/05/2022	0.7500	1,000,000.00	1,993.15	575.34
BOQ	BBB+	TD	GENERAL	At Maturity	27/05/2020	24/05/2022	1.3000	1,000,000.00	9,901.37	997.26
AMP Bank	BBB	TD	GENERAL	Annual	11/06/2020	14/06/2022	1.4000	750,000.00	7,565.75	805.48
AMP Bank	BBB	TD	GENERAL	Annual	22/12/2020	21/06/2022	0.7500	750,000.00	1,063.36	431.51
BOQ	BBB+	TD	GENERAL	Annual	23/06/2020	28/06/2022	1.2500	1,000,000.00	8,595.89	958.90
BOQ	BBB+	TD	GENERAL	Annual	22/07/2020	26/07/2022	1.0000	600,000.00	3,649.32	460.27
Auswide Bank	BBB	TD	GENERAL	At Maturity	18/08/2020	23/08/2022	0.9000	500,000.00	2,404.11	345.21
Auswide Bank	BBB	TD	GENERAL	At Maturity	27/08/2020	29/08/2022	0.9000	750,000.00	3,439.73	517.81
Westpac	AA-	TD	GENERAL	Quarterly	26/08/2020	30/08/2022	0.8200	1,000,000.00	67.40	67.40
BOQ	BBB+	TD	GENERAL	At Maturity	26/08/2020	30/08/2022	0.9500	1,000,000.00	4,867.12	728.77





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Westpac	AA-	TD	GENERAL	Quarterly	08/09/2020	08/09/2022	0.7800	1,500,000.00	2,660.55	897.53
NAB	AA-	TD	GENERAL	Annual	08/09/2020	08/09/2022	0.8000	1,500,000.00	5,720.55	920.55
NAB	AA-	TD	GENERAL	Annual	08/09/2020	13/09/2022	0.8000	1,500,000.00	5,720.55	920.55
WAW Credit Union	Unrated	TD	GENERAL	Annual	08/09/2020	13/09/2022	1.0500	500,000.00	2,502.74	402.74
BOQ	BBB+	TD	GENERAL	Annual	20/10/2020	20/10/2022	0.8000	500,000.00	1,446.58	306.85
NAB	AA-	TD	GENERAL	Annual	27/11/2020	29/11/2022	0.6300	500,000.00	811.23	241.64
NAB	AA-	TD	GENERAL	Annual	10/12/2020	13/12/2022	0.6300	500,000.00	699.04	241.64
Warwick Credit Union	Unrated	TD	GENERAL	Annual	10/02/2021	13/02/2023	0.6500	1,000,000.00	338.36	338.36
Warwick Credit Union	Unrated	TD	GENERAL	Annual	09/02/2021	14/02/2023	0.6500	500,000.00	178.08	178.08
NAB	AA-	CASH	GENERAL	Monthly	28/02/2021	28/02/2021	1.2100	4,720,209.92	4,377.47	4,377.47
Macquarie Bank	A+	CASH	GENERAL	Monthly	28/02/2021	28/02/2021	0.5000	6,007,385.04	2,303.37	2,303.37
TOTALS								50,727,594.96	251,623.26	38,863.74



Counterparty Compliance as at 28/02/2021

Long Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Commonwealth Bank	Long	AA-	500,000.00	0.99	25.00	-	12,181,898.74
✓	Westpac	Long	AA-	6,500,000.00	12.81	25.00	-	6,181,898.74
✓	NAB	Long	AA-	12,120,209.92	23.89	25.00	-	561,688.82
✓	Macquarie Bank	Long	A+	7,007,385.04	13.81	20.00	-	3,138,133.95
✓	ING Direct	Long	A	1,250,000.00	2.46	20.00	-	8,895,518.99
✓	Bendigo and Adelaide	Long	BBB+	1,500,000.00	2.96	15.00	-	6,109,139.24
✓	BOQ	Long	BBB+	5,600,000.00	11.04	15.00	-	2,009,139.24
✓	AMP Bank	Long	BBB	5,000,000.00	9.86	15.00	-	2,609,139.24
✓	Newcastle Permanent	Long	BBB	2,000,000.00	3.94	15.00	-	5,609,139.24
✓	Auswide Bank	Long	BBB	3,250,000.00	6.41	15.00	-	4,359,139.24
✓	Warwick Credit Union	Long	Unrated	1,500,000.00	2.96	5.00	-	1,036,379.75
✓	WAW Credit Union	Long	Unrated	1,000,000.00	1.97	5.00	-	1,536,379.75
✓	Bank of Sydney	Long	Unrated	2,000,000.00	3.94	5.00	-	536,379.75



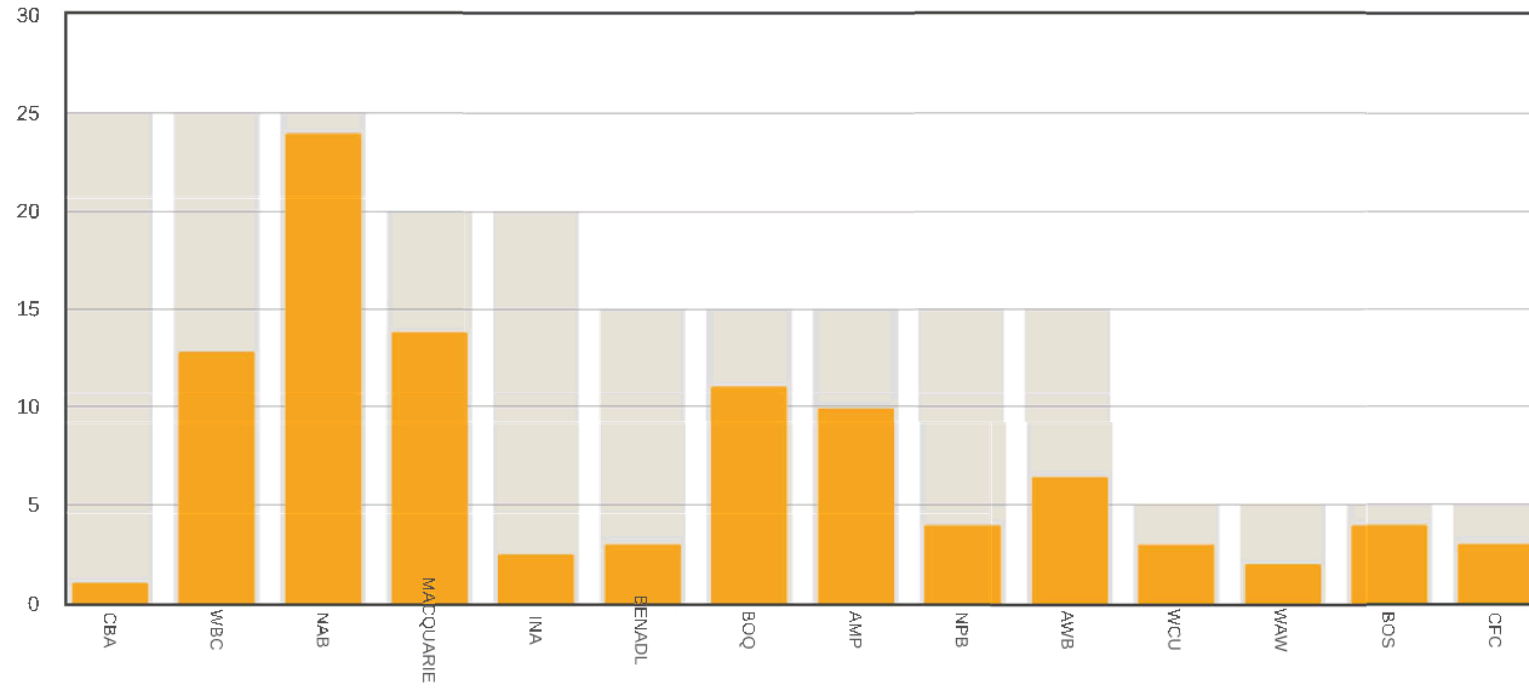


Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Community First	Long	Unrated	1,500,000.00	2.96	5.00	-	1,036,379.75
TOTALS				50,727,594.96	100.00			





Counterparty Compliance - Long Term Investments



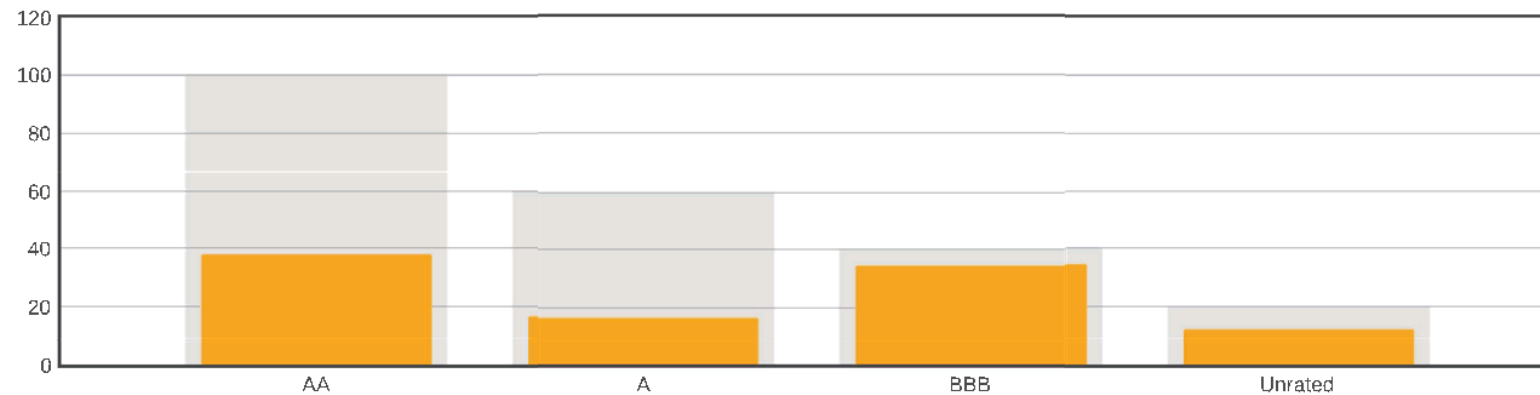


Credit Quality Compliance as at 28/02/2021

Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AA	19,120,209.92	37.69	100.00	31,607,385.04
✓	A	8,257,385.04	16.28	60.00	22,179,171.94
✓	BBB	17,350,000.00	34.20	40.00	2,941,037.98
✓	Unrated	6,000,000.00	11.83	20.00	4,145,518.99
TOTALS		50,727,594.96	100.00		

Credit Quality Compliance - Long Term Investments

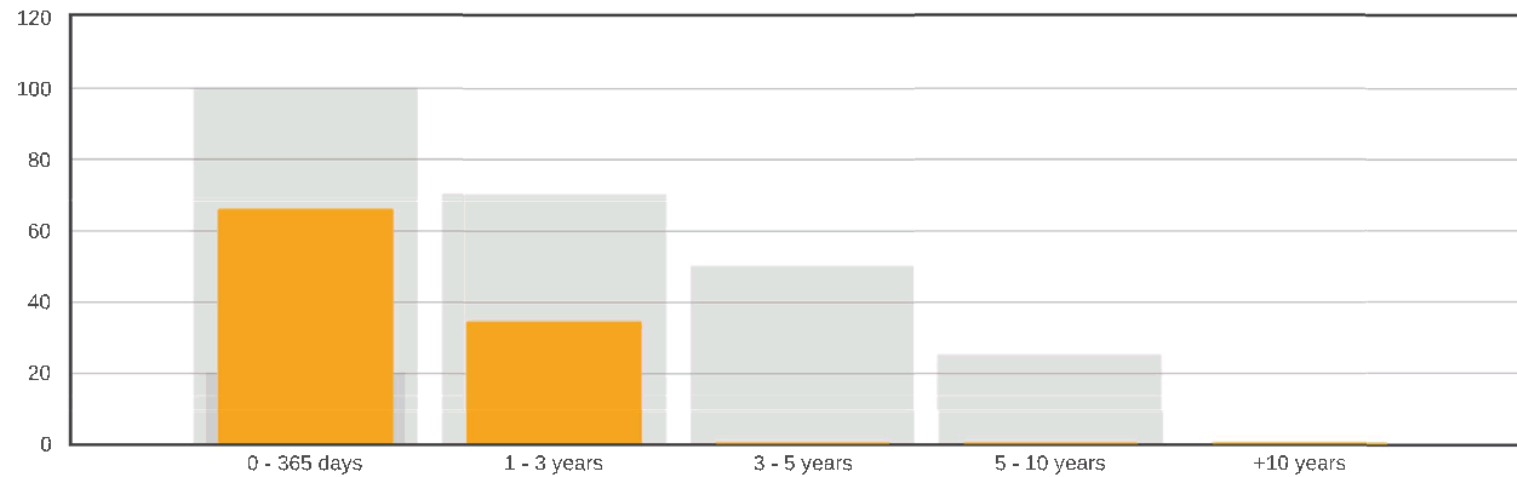




Maturity Compliance as at 28/02/2021

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 365 days	33,377,594.96	65.80	20.00	100.00	17,350,000.00
✓	1 - 3 years	17,350,000.00	34.20	0.00	70.00	18,159,316.47
✓	3 - 5 years	-	0.00	0.00	50.00	25,363,797.48
✓	5 - 10 years	-	0.00	0.00	25.00	12,681,898.74
✓	+10 years	-	0.00	0.00	0.00	-
TOTALS		50,727,594.96	100.00			

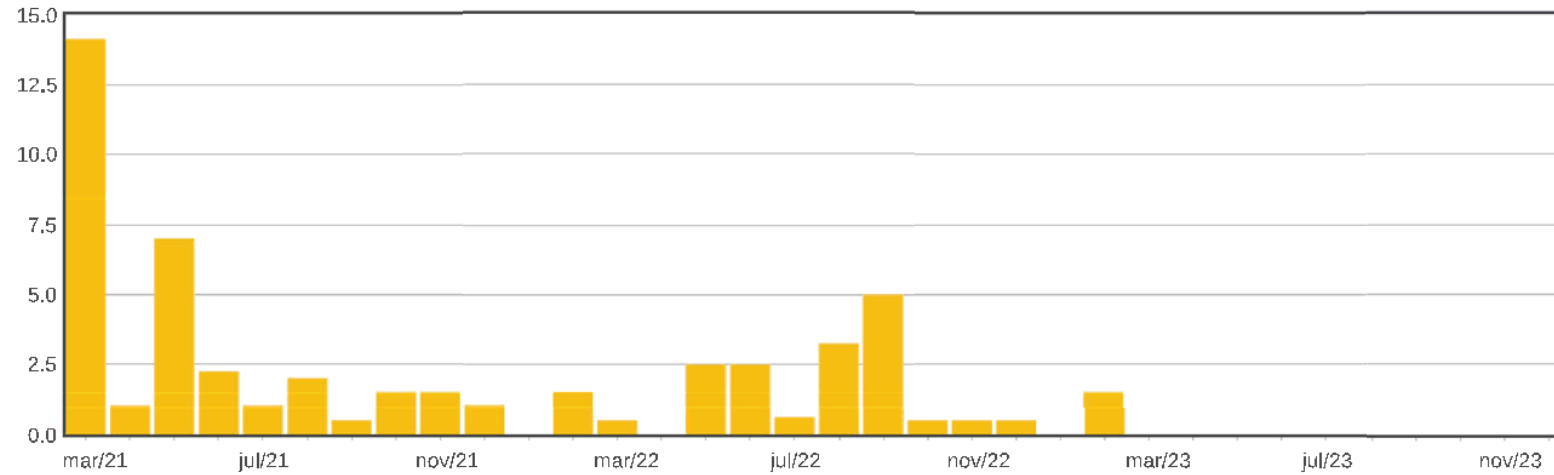
Maturity Compliance





Maturity Cashflow as at 28/02/2021

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021	-	-	14,127,594	1,000,000	7,000,000	2,250,000	1,000,000	2,000,000	500,000	1,500,000	1,500,000	1,000,000	31,877,594.96
2022	-	1,500,000	500,000	-	2,500,000	2,500,000	600,000	3,250,000	5,000,000	500,000	500,000	500,000	17,350,000.00
2023	-	1,500,000	-	-	-	-	-	-	-	-	-	-	1,500,000.00
TOTALS													50,727,594.96



8.4 DRAFT YOUTH STRATEGY 2021-2030 REALISING OUR POTENTIAL

TRIM Number: R21/44

Author: Director - Corporate and Community Services

PURPOSE

To provide Council with a copy of the draft Youth Strategy 2021-2030 and obtain approval to place the strategy on public exhibition.

SUPPORTING INFORMATION

Included in the attachment.

BACKGROUND

It was intended that prior to 30 June 2020, a Youth Strategic Plan would be developed and a tender would be called for the provision of youth services beyond 1 July 2020.

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 resolved at its 22 April 2020 ordinary meeting, to extend the existing Youth Services contract with Western Plains Regional Development (WPRD) to 30 June 2021.

ISSUES AND COMMENTS

Council's current Delivery Program contains an action to develop a Youth Strategy for the Shire. A suitably qualified and experienced consultant Karen Legge was engaged to undertake this project.

Council, WPRD and the Youth Strategy consultant have worked diligently to ensure there has been an opportunity for as many stakeholders as possible to engage with the process. On site and virtual community engagement occurred during January and February 2021.

Three engagement surveys aimed at different youth related groups were made available on Council's website and closed on 28 February 2021.

Members of the youth services providers group were informed at a zoom meeting on 25 February 2021 of the draft Youth Strategy & also of the future tender process for youth services provision.

The draft Youth Strategy 2021-2030 was uploaded to the hub on 1 March 2021 & all councillors were advised, by email, of the documents availability at that time.

The version attached to this report has had minor changes, mostly in formatting, and slight rewording based on feedback from Penrith City Council staff who undertook a peer review of the document. It should be noted that there is an opportunity to develop a community garden within the grounds of the site for the new Condobolin Youth Centre, so this suggestion in the draft Youth Strategy could be delivered in the short term with the possible assistance of the Condobolin Men's Shed.

The draft Youth Strategy was emailed to key stakeholders at WPRD and Growing Lachlan to test that the document correctly captured the research and engagement outcomes.

It is proposed to undertake an awareness campaign to ensure as many residents and service providers as possible have the opportunity to provide feedback on the draft Youth Strategy. Penrith City Council staff have been asked to assist with media communication. It is proposed to post media to Facebook, upload to the Council website, advertise in the local papers, distribute to the media contacts list, email to WPRD, Growing Lachlan, Lower Lachlan and all the contacts on the Youth Services providers list.

Karen Legge has also been engaged to draft tender documents, participate on the tender evaluation panel and prepare the draft contract for Council.

FUTURE COSTS TO COUNCIL FOR YOUTH SERVICES

It is important to note that nothing in the draft Youth Strategy proposes an increase in the cost to Council of providing Youth Services, aside from annual CPI increases.

FINANCIAL AND RESOURCE IMPLICATIONS

Council's 2021 budget provided for an allocation of \$30,000 to prepare the Youth Strategy.

The current project will be completed within the approved budget.

LEGAL IMPLICATIONS

None identified.

RISK IMPLICATIONS

None identified.

STAKEHOLDER CONSULTATION

Councillors: April 2020 ordinary meeting; February 2021 Council meeting report, March 2021 Strategic Briefing.

The draft Youth Strategy 2021-2030 was uploaded to the hub on 1 March 2021 & all councillors were advised.

Stakeholder engagement plan emailed to Councillors on 22 December 2020.

Youth services providers meetings in late 2020, 27 January 2021 & 25 February 2021.

Youth survey: online, via email and onsite during the stakeholder engagement.

Peer review of draft Youth Strategy conducted by Penrith City Council officers – comments attached.

Karen Legge attended the March 2021 Strategic Briefing via zoom to provide an opportunity for Councillors to ask questions or provide feedback on the draft Youth Strategy.

Western Plains Regional Development's Executive Officer and Senior Project Officer and representatives from Growing Lachlan.

OPTIONS

Not applicable.

CONCLUSION

Council is asked to consider approving the public exhibition of the draft Youth Strategy 2021-2030 for a period of 28 days from 25 March to 22 April 2021. Comments received will be provided to Council for consideration and referral to the consultant.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Outcome 1.8.1 Wellbeing of Youth – develop a Youth Strategy

Outcome 4.2 Strong Effective & Responsive Council

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

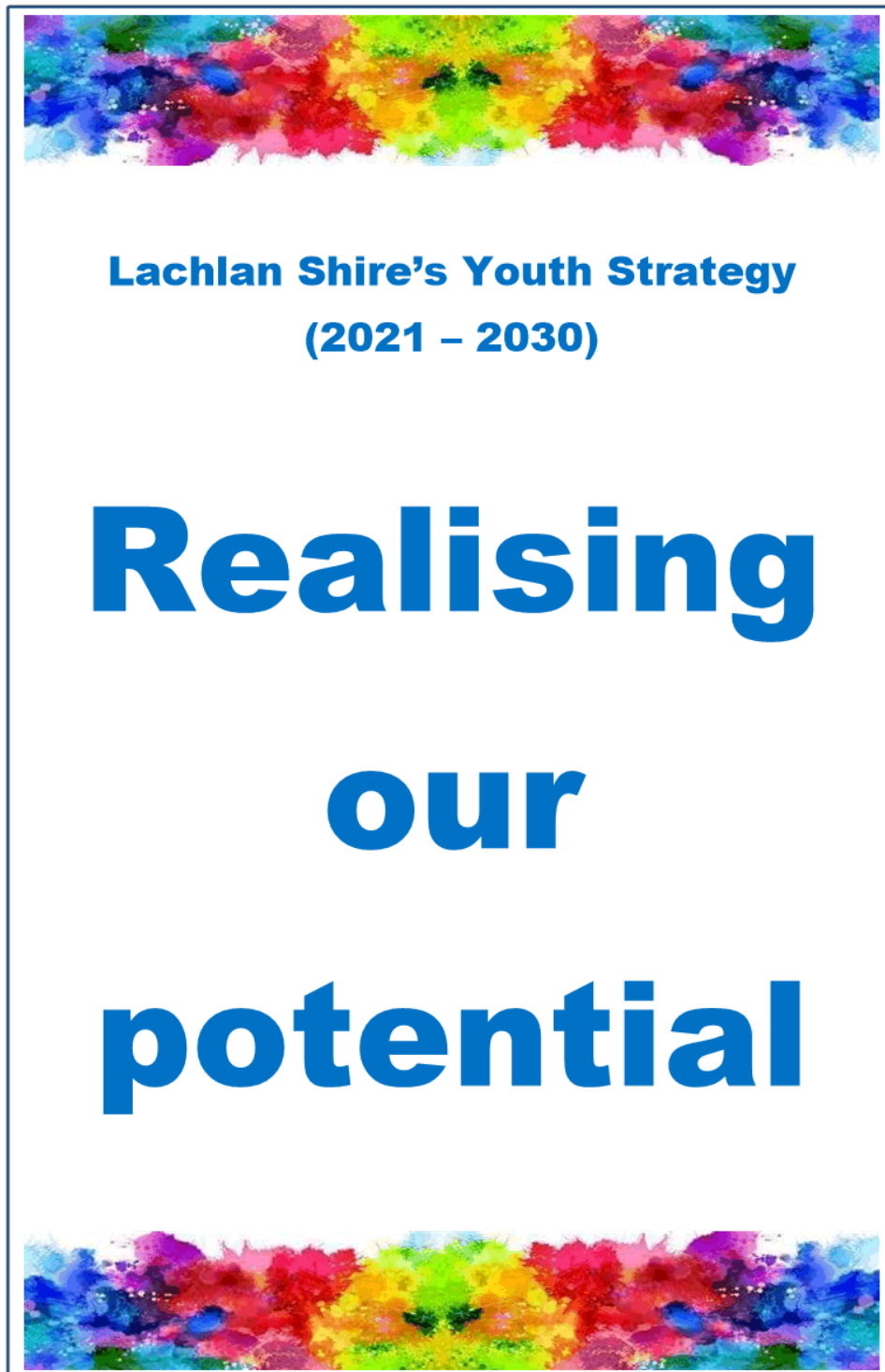
ATTACHMENTS

1. **Draft - Youth Strategic Plan 150321** [↓](#)
2. **Peer review Youth strategy Penrith** [↓](#)

RECOMMENDATION

That:

1. The Director Corporate and Community Services Report R21/44 be received and noted.
2. The draft Youth Strategy 2021-2030 Realising our Potential be placed on public exhibition of for a period of 28 days from 25 March to 22 April 2021 be approved.
3. Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report, summarising any submissions received during the public exhibition period, for the consideration of Council prior to final adoption of the Youth Strategy 2021-2030 Realising our Potential.



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A vision for our young people

The Lachlan Shire community shares a vision for our young people to realise their potential.

As a community, we will work together to support our young people to live life well, with opportunities that enhance their physical and mental health, social, cultural and sporting opportunities, and opportunities for employment and education... in other words, we want our young people to have every opportunity to thrive and be valued members of our community.



Acknowledgement of Country

We acknowledge, and pay respect to, the Traditional Owners and ongoing custodians of our land – the Wiradjuri people.

Lachlan Shire Council believes it is important to engage effectively with our Aboriginal community members to build positive relationships and productive partnerships.

Council acknowledges the Wiradjuri people as the Traditional Custodians of this land. We recognise their strength and resilience and pay respect to Elders past, present and emerging, and to all Aboriginal and Torres Strait Islander people who are part of the Lachlan Shire community.

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Glossary			
CWFSG	Central West Family Support Group	DTT	Down the Track program
LHD	Local Health District/s	LLCS	Lower Lachlan Community Services
LSC	Lachlan Shire Council	RTOS	Registered Training Organisations
WCC	Wiradjuri Condobolin Corporation	WPRD	Western Plains Regional Development Inc



Message from the Mayor

It is common to hear people say “*Our young people are our future*”. And yes, that is true. But they are also *our here and now*.

Young people (aged 12 to 24 years) are a key part of our community, contributing to our economy, participating in community life, developing new skills and embracing technology, and caring for our environment.

However, some of our young people face particular challenges that prevent them from participating fully in our community. Issues of family breakdown, disengagement from education, alcohol and other drug use, and experience of mental illness all present challenges to our young people achieving bright futures.

Lachlan Shire Council trusts that this Youth Strategy will bring our community together with a shared vision and collective purpose to support all of our young people to fulfill their potential and be active participants in our communities.



Emily Sinderberry (2021 Young Citizen of the Year), and nominees Holly Leighton, Katy Quinn and Tate Dwyer

We are blessed to have many young people in our community who are using their initiative, providing leadership and being role models for their peers and indeed the rest of the community.

Our 2021 citizenship awards recognised the contributions of a number of these young people from across our Shire (see photo above).

This Youth Strategy identifies a series of actions that will help us to bring to life our vision for a bright future for our young people. While this is a Council plan, it includes opportunities for the contribution of everyone in our community, as well as many possibilities for collaboration – where through working together we can avoid duplication and make the best use of our available resources.

I hope that service providers across our community will be able to make good use of this Youth Strategy to inform their own planning and support grant applications to enhance their delivery of services to our local young people.

I commend this Youth Strategy to you, and look forward to seeing the fruits of its implementation over time.

John Medcalf

Mayor

June 2021



About this Youth Strategy

Under the NSW Local Government Act, Lachlan Shire Council has a responsibility to plan for its community's future.

Lachlan Shire Council recognises that adolescence and young adulthood is a key stage of life for all of us – it is that important time when we transition from childhood towards independent adulthood. It is a time of our lives when we discover who we are, and what we want to do with our lives. As a community, we all have a responsibility to support our young people through this important journey to becoming productive adults in our community.

This Youth Strategy has been developed with local young people's input to shape a vision for their future. It identifies priorities, establishes actions to address those priorities, and suggests who might be able to contribute to achieving those actions. It also identifies opportunities for future initiatives if additional resources become available.

This Youth Strategy draws on evidence collated through past youth planning activities, as well as hearing from young people, parents and carers, service providers and others in the community who share an interest in our young people's future.

This Youth Strategy has been prepared by Council on behalf of its community. While Council has responsibility for delivering some of the actions identified in this Strategy, if it is to succeed in addressing the community's priorities for its young people, it will require the commitment and actions of a range of service providers, families and young people themselves.

The strategies and actions identified in this Youth Strategy will be considered by the incoming Council (following each local government election) as it prepares its Delivery Program and annual Operational Plans and budgets. References are included to Council's current Delivery Program, which expires in June 2022.

Strategies and actions identified as the responsibility of others in the community can be considered as those organisations undertake their own service and operational planning processes, considering how best to support their youth clients.

Reporting on the progress of achieving this Youth Strategies actions and outcomes will be captured by Council in its existing reporting frameworks, including in its Annual Report. Other organisations that work towards progressing specific actions identified in this Strategy are encouraged to share their progress with Council so that the progress of the whole Strategy can be shared with the community.

It is hoped that this Youth Strategy will provide a central point of reference for all service delivery aimed at supporting the young people of our community. It is not intended that everything suggested in this Strategy will happen all at once. However, it may be used in service planning, resource allocation, grant applications and so on, so that over time our community can chip away with actions large and small that move us closer to our objectives. With this shared effort, we will work together to ensure a bright future and enable our young people to realise their potential.

Lachlan Shire’s young people: a snapshot

According to 2016 Census data, Lachlan Shire’s population was 6,194, with 1,069 aged between 10 and 24 years (or 17.3% of the Shire’s population). In 2019, the population had reduced to 6,075 (with 16.6% aged 10 to 24 years), with NSW Government population projections forecasting a continuing decline in population to approximately 5,700 residents by 2041. It is forecast that the number of families with children will also decline over this time (from 1,050 families in 2016 to approximately 900 in 2041). The forecast for people aged under 30 years in 2041 is a reduction from 2,550 in 2016 to approximately 1,900 in 2041.

Approximately 16% of the Shire’s total population are young people aged 12 to 24. It appears that a reasonably large proportion of those young people leave the Shire around the time that they are finishing their secondary education.

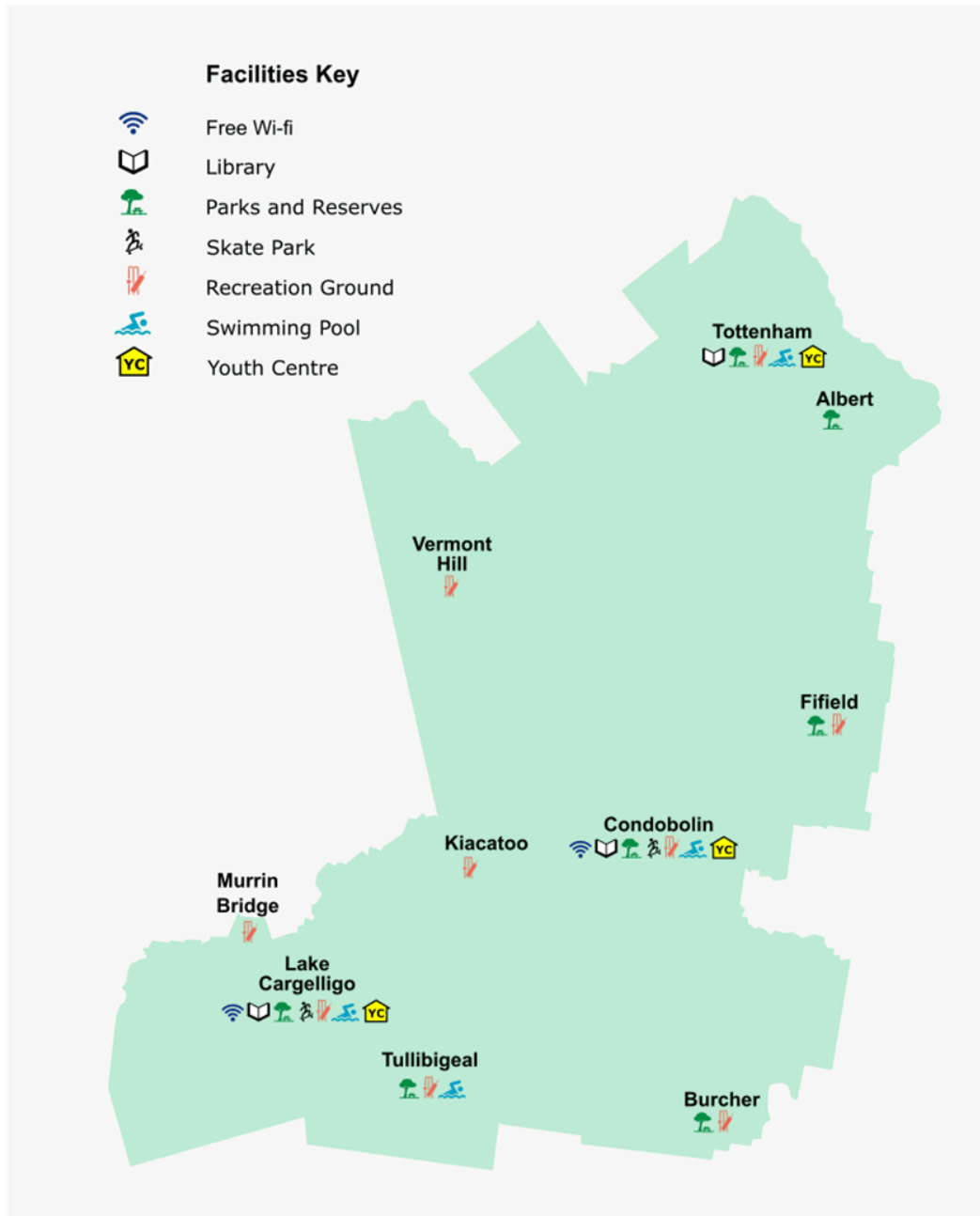
Age group:	Lachlan Shire in 2019			Females			Males		
	10-14 yrs	15-19 yrs	20-24 yrs	10-14 yrs	15-19 yrs	20-24 yrs	10-14 yrs	15-19 yrs	20-24 yrs
Number:	433	307	267	216	162	121	217	145	146
	1007			499			508		
% of Shire population:	7.1%	5.1%	4.4%	3.5%	2.7%	2.0%	3.6%	2.4%	2.4%
	16.6%			8.2%			8.4%		



Photo credit: Desert Pea Media – Condo Crew

Lachlan Shire facilities

A range of community facilities are provided in Lachlan Shire that our young people benefit from. The map below provides a summary of the facilities available across the Shire:



Drawing the threads together

This Youth Strategy brings together the outcomes of a significant body of work undertaken over several years to better understand the needs of young people across Lachlan Shire, and which heard from young people and service providers, as well as parents and others in the community, about how we can best work towards achieving a bright future for our young people.

The work undertaken over the past several years has consistently identified recurring themes about the issues that are important for young people, as well as identifying ideas for ways in which our community can best address young people’s needs. This extensive evidence base has significantly informed the development of this Youth Strategy, and includes:

2020	YOUth Talk: Hearing from young people, parents and service providers to inform a shire-wide youth strategy	Growing Lachlan and Western Plains Regional Development Inc, with Lachlan Shire Council
2019	Local futures for young people in Lachlan Shire: Connecting young people with careers in local business	Growing Lachlan (Shane Phillips: Lake Cargelligo Community Connector)
2017	Youth Strategy 2017-2020	Wiradjuri Condobolin Corporation and Life Without Barriers (Carol Vale: Murawin Consultancy)
2016	Growing Lachlan Report and Snapshot	Growing Lachlan (Regina Hill: Effective Consulting)

Further community engagement was undertaken in early 2021 to confirm the themes and priorities identified by this previous work. Over January and February 2021, we spoke to 60 young people, 38 parents, carers and other interested adults, and 9 organisations that provide services to young people in Lachlan Shire.

Our 2021 community engagement confirmed what young people and others appreciate most about living in Lachlan Shire. There is a lot of agreement that our community, friends and family are part of what makes Lachlan Shire a good place to live. Natural assets such as the Lake and river, and the opportunities they provide for swimming, fishing and other activities are also appreciated. Built assets such as the swimming pools and skate parks are also very much appreciated.

There is also considerable agreement from young people, their parents and others, and service providers about what we’d like to have available to support our young people in the future. The pages that follow identify these aspirations and provide suggestions about the actions we can take as a community to bring them to fruition.

LACHLAN SHIRE YOUTH STRATEGY: Strategies and actions

The pages that follow are at the centre of this Lachlan Shire Youth Strategy. They seek to ask and answer the four key local government strategic planning questions:

Where are we now?

In 2021, what is the experience of young people living in our Shire?

Where do we want to be?

By 2030, what outcomes do we want to have achieved for our young people?

How will we get there?

What strategies and actions will we employ to help us to reach our goals? What resources will we need to undertake those activities? Who in the community can contribute to delivering those activities?

How will we know we've arrived?

What are the key indicators of successful outcomes that we will use to measure and monitor this Strategy's progress and performance over time? How will we know that the actions we are taking and the investments we are making are moving us towards our vision for our local young people?



Gum Bend Lake

This Youth Strategy is arranged under **four key themes** that draw together the information we heard through the community engagement conversations and other planning and research that informed this strategy:

	<p>1</p>	<p>Health and wellbeing</p>
	<p>2</p>	<p>Community and culture</p>
	<p>3</p>	<p>Education and employment</p>
	<p>4</p>	<p>Participation and influence</p>

Theme 1: Health and wellbeing



What's good now that supports our health and wellbeing?



What do we wish for that would support our health and wellbeing?



Three 'health and wellbeing' things for a good life



A snapshot of where we are now: YOUNG PEOPLE'S HEALTH & WELLBEING

The information collated below gives an overview of health and wellbeing information related to young people in Lachlan Shire. Some information is not available by age group, but may indicate an issue that is having a community impact, and therefore likely to also be affecting young people in some way:

- In 2017-18, 16.2% of our children and young people (up to age 17) were **overweight** (compared to NSW average of 17%). And 10.5% of this age group were **obese** (compared to NSW average of 7.4%).
- In 2015, the average proportion of Lachlan Shire mothers who **smoked during pregnancy** was 64.3% for Aboriginal mothers (compared to NSW average of 43.7%) and 20.0% for non-Aboriginal mothers (compared to NSW average of 7.4%).
- In the five years to 2016, Lachlan Shire reported the lowest annual average **hospitalisation** rates for the Western NSW Local Health District (44% lower than the NSW average). In the same period, Emergency Department presentations relating to **illicit substance use** were the lowest in the Local Health District, and 80% lower than the NSW average).
- Lachlan Shire also has less than half the NSW average of notification rates for **chlamydia**.
- In 2017, HPV **vaccination rates** for females aged 15 years in Lachlan Shire was 81.9% (compared to the NSW average of 83%). For males aged 15 years in Lachlan Shire the HPV vaccination rate was 91.9% (compared to the NSW average of 78.2%).
- Lachlan Shire adults' adequate **fruit consumption** was on par with NSW rates.
- There are a range of health issues that impact Lachlan Shire's population, many of which are likely to be the result of long-term unhealthy habits that start in childhood and adolescence. These include **smoking** and **alcohol** attributable hospitalisations and deaths, deaths and hospitalisations related to **overweight** or **obesity**, a very high rate of chronic obstructive pulmonary disease and related deaths, and significant rates of Type 2 diabetes, cardiovascular and coronary heart disease, and stroke.
- In the five years to 2019, our Local Health Districts reported **births among women aged 19 years or under** was approximately three times the NSW average (of 2%).
- To ensure the best outcomes for mothers and babies, antenatal care should commence as early as possible in **pregnancy**. In Lachlan Shire, between 69% and 73% of pregnancies received antenatal care before 14 weeks gestation, and between 80 and 84% of pregnancies received antenatal care before 20 weeks gestation.
- Over recent years, our Local Health Districts have reported a significant increase in the rates of hospitalisation for **intentional self-harm** among 15-24 year-olds (approximately 65% higher than the NSW average).
- Between 2014 and 2016, a significant number of deaths and hospitalisations of Lachlan Shire residents related to injuries (including suicide, motor vehicle accidents, falls, burns and poisoning). 75% of motor vehicle accident hospitalisations were for males.
- A needs assessment undertaken by the Western NSW Primary Health Network identified 12-25 year-olds as a vulnerable population for **suicide**. Factors associated with suicide attempts included bullying, social media, family and relationship breakdown, study pressures and risk taking.

- The Primary Health Network's 2019 needs assessment also identified young people as a high-risk group in relation to **alcohol and other drug abuse**. Harm from alcohol-related accident or injury is experienced disproportionately by younger people, with over half of all serious **alcohol-related road injuries** occurring among 15-24 year-olds (across NSW).
- Lachlan Shire rates relatively high in terms of injury-related hospitalisations where **interpersonal violence** is listed as the cause. Lachlan Shire has a very high rate of family violence, with crime and hospital data indicating a strong relationship between alcohol-related incidents and domestic violence.
- In 2019, young people aged 10-19 years were recorded as **victims of crime** in Lachlan Shire for intimidation, stalking and harassment (22). Other offences were not calculated to protect identities, and so total numbers are not calculated.
- In 2019, young people aged 10-19 years were recorded as alleged **offenders** in Lachlan Shire for the following criminal offences: domestic assault (2), other assault (3), assault Police (2), sexual offences (5), intimidation, stalking and harassment (5), break and enter – non-dwelling (13), receive/handle stolen goods (1), motor vehicle theft (1), retail store theft (3), other theft (4), malicious property damage (8), drug offences (2), disorderly conduct (16), against justice offences, eg breaching bail conditions (8).
- Lachlan Shire is among the most disadvantaged NSW communities in relation to **socio-economic disadvantage**.
- Lachlan Shire residents have a **lower life expectancy** (81.2 to 81.4 years) than in most other NSW communities.
- Lachlan Shire residents experience significantly higher rates of **avoidable deaths** than their NSW counterparts.
- The *Growing Lachlan* report identifies the need for improved **preventive health programs**, particularly for Aboriginal community members.
- The *Growing Lachlan* report also noted community concerns about lack of access to general **counselling**, mental health services and AOD (alcohol and other drug) services. Access to **GPs and allied health** service providers (dentists, physiotherapists, podiatrists, speech therapists, occupational therapists) was also identified in the report as an issue.
- Further investment in **sporting and recreational facilities**, as well as the provision of **activities** for children and young people (particularly in small towns, and after school and on weekends) were identified as issues in the *Growing Lachlan* report.
- The *Growing Lachlan* report and recent service provider engagement indicated that **gambling** is increasingly becoming a community issue that has impacts on young people's wellbeing.

By 2030, we'd like to achieve the following:

- Our childhood overweight or obesity rates **do not exceed the NSW average**.
- Young people have **access** to an affordable range of opportunities for active living and physical activity all year round.
- **All Year 10 students** (or equivalent) have completed their childhood immunisations.
- Young people have **access** to information and resources to support them to have safe, respectful and healthy relationships.
- Young people have **free or affordable access** to contraception, minimising unplanned pregnancies.
- Young women who become pregnant access antenatal care **before** the end of their first trimester, and **do not smoke** during their pregnancy.
- Families with children and young people living at home have **access to affordable fresh food**, enabling everyone in the family to eat 5 serves of vegetables and 2 serves of fruit per day.
- Young people have access to a range of **safe and affordable** activities that provide opportunities to relax and be calm, escape, have an adrenalin rush, and/or be sociable without needing to use alcohol or other drugs.
- Young people who experience anxiety, depression or other mental health challenges have access to **professional support in a timely way**.
- Young people are **resilient and skilled** to make good choices to support their health and wellbeing, including in relation to their sexual relationships, driving behaviour, and alcohol and other drug use.
- Young people are able to **respond positively and constructively** if they experience bullying, social media pressure, relationship breakdown or study pressures.
- Young people have good **role models** and up-to-date **information** to support them to be safe on our roads as they learn to drive.
- The number of young people who are offenders or victims of crime in our community is **reducing**.



Outdoor gym at Gum Bend Lake, Condobolin

How will we get there?

What strategies and actions will we employ to help us to reach our goals? What resources will we need to undertake those activities? Who in the community can contribute to delivering those activities?

What Council will endeavour to do:

Ref	Health and Wellbeing Actions	Delivery Program
1A.1	Develop a community garden in Lake Cargelligo and Condobolin (with possibility of expanding into other communities), to provide opportunities for young people to grow and harvest vegetables and fruit, learn gardening and composting, and enhance intergenerational social skills.	6.6.1
1A.2	In consultation with the community, investigate the viability of extending the swimming season at Council-operated swimming pools.	new
1A.3	Complete a Sport & Recreation Review to ensure that Council-owned facilities reflect the preferred sporting activities of the community (are there new or emerging sports that our local fields could cater for with some adjustments?).	new
1A.4	Progress the development of themed water parks in Lake Cargelligo and Condobolin (similar to the Lake Talbot facility in Narrandera).	6.1.3
1A.5	Work with licencees of Council facilities to ensure kiosks serve a variety of affordable healthy food options, including whole fresh fruit, vegetable snacks and salads.	new
1A.6	In the next update of Council's Active Travel Plan, consult with young people about primary active transport routes in each of the main towns, and take action to provide safe surfaces, adequate street lighting and separation from motor vehicles where possible, and consider how conflicts of use may best be addressed.	3.2.1
1A.7	Prepare an Affordable Housing Strategy to encourage investment in housing across the Shire (including the creation of more affordable rental accommodation).	2.6.1
1A.8	Install additional outdoor gym equipment in locations determined in consultation with young people and others in the community.	new
1A.9	Advocate for a permanent and full-time mental health worker (with experience working in Adolescent Mental Health) in the Shire.	1.6.4
1A.10	Continue to participate in the Community Drug Action Team, and support and promote initiatives which address inappropriate alcohol and other drug use by young people.	1.8.3

What others in the community could do:

Ref	Health and Wellbeing Actions	Who could help?
1B.1	Run programs to address specific risk factors such as mental health issues and substance abuse.	LHD Health Promotion, Aboriginal Health
1B.2	Provide preventive health programs, particularly targeting Aboriginal young people, to address behaviours which may contribute to chronic disease in later life (eg smoking cessation and healthy eating programs).	Aboriginal Health
1B.3	Respect/family violence prevention programs, such as Ochre Ribbon and White Ribbon activities.	CW Family Support Group, WPRD, LLCS
1B.4	When funding allows, continue to facilitate Mental Health First Aider programs annually.	WPRD
1B.5	Continue to facilitate suicide prevention training for service providers who engage with young people who are at risk (if funding permits).	WPRD
1B.6	Run programs that support young people to make healthy food choices (eg supermarket tours, cooking classes, nutrition requirements for developing bodies).	LHD Health Promotion
1B.7	Establish a Wellness Hub at Condobolin High School which brings together service providers to provide targeted health and wellbeing activities and information once per term.	Condobolin HS, LHD Health Promotion, Aboriginal Health
1B.8	Expand case coordination partnerships across the Shire through a multi-service consent form that allows services to work together to support a young person.	CW Family Support Group, Service providers
1B.9	Offer affordable yoga and meditation classes to young people across the Shire.	Private providers
1B.10	Continue to run outreach programs that create positive relationships and constructive experiences for young people and the Police.	PCYC, local Police

Our health and wellbeing wish list for the future:

If resources become available in the future, these are some additional actions that would support young people’s health and wellbeing:

- Heat our local pools so that they are available for physical activity all year round.
- Invest in a ‘Flip Out’ or similar trampoline park facility.
- Invest in an ice-skating rink.
- Open a ten-pin bowling alley.
- Build a BMX track.

Health and wellbeing resources:

Aboriginal Health Service	Telephone: 02 6895 4311 (Condobolin) 02 6898 0200 (Lake Cargelligo/Murrin Bridge)
Australian Dietary Guidelines 2020	https://www.eatforhealth.gov.au/sites/default/files/content/The%20Guidelines/n55a_australian_dietary_guidelines_summary_131014_1.pdf
Beyond Blue	https://www.beyondblue.org.au/who-does-it-affect/young-people
Condo Crew: How Ya Feelin’ 2018	https://ictv.com.au/video/item/5631 https://www.youtube.com/watch?v=aOe1FXn8-7s
Fruit & vegetable serves	https://www.heartfoundation.org.au/heart-health-education/fruit-vegetables-and-heart-health
Headspace	Telephone: 1800 650 890 https://headspace.org.au/ https://headspace.org.au/headspace-centres/griffith/
Kids Help Line	Telephone: 1800 55 1800 https://kidshelpline.com.au/
Lifeline	Telephone: 13 1114
Local Health Districts	Murrumbidgee: https://www.mlhd.health.nsw.gov.au/healthy-living Western NSW: https://wnswlhd.health.nsw.gov.au/keeping-healthy
NSW Health Immunisation schedule	https://www.health.nsw.gov.au/immunisation/publications/nsw-immunisation-schedule.pdf
Rural Youth Mental Health	Telephone: 1800 236 762 or 0401 673 747 rymh@benevolent.org.au
Suicide Prevention Program	https://wprd.org.au/suicide-prevention-project/
Swimming Pools	Condobolin: (02) 6895 2475 Lake Cargelligo: (02) 6898 1475 Tottenham: (02) 6892 4142

Theme 2: Community and culture



What's good now about our community and culture?



What do we wish for that would support our community and culture?



Three 'community and culture' things for a good life



A snapshot of where we are now: COMMUNITY & CULTURE

- In 2016, **Aboriginal** people made up approximately 18% of Lachlan Shire's population (compared to the NSW average of 2.9%), and of these 31.5% were young people aged 10-24 years. The median age of Aboriginal people in Lachlan Shire is 22 years.
- In 2016, 20 (1.8%) young people living in Lachlan Shire were **born overseas**. Of all Lachlan Shire residents born overseas, the following were the top five countries of birth: England, New Zealand, the Philippines, India and South Africa.
- In 2016, 86.9% of Lachlan Shire residents spoke **only English** at home (compared to 68.5 across NSW). Other than English, the top five languages spoken in Lachlan Shire (by less than 1% of the population each) are Tagalog, Filipino, Arabic, Greek and Thai. There does not appear to currently be significant use of First Nations languages in the Lachlan community.
- In 2016, there were 609 **families** in Lachlan Shire with children under 15 years. 25.5% of these were single parent families. 17.7% of Lachlan Shire's families were **jobless families** (compared to the NSW average of 12.0%), which included 240 children under 15 years.
- In 2016, up to 10% of Lachlan Shire residents were in **social housing**, up to 15% were experiencing **rental or mortgage stress**, 15-20% of our Aboriginal residents experienced **crowded dwellings**, and 2-4% of our dwellings provided **unsuitable housing**.
- The *Growing Lachlan* report identified concerns about young people not having enough **constructive activities** to do, and that improving recreation opportunities for young people was seen as a priority.
- The *Growing Lachlan* report noted that the closure of local businesses, particularly retail shops, has had a noticeable impact not only on the economy but on **community vibrancy** and morale.
- Service providers report high levels of Aboriginal young people living in **out-of-home care** arrangements, often with grandparents who feel ill-equipped and unsupported in this significant caring role.
- A need for stronger **youth justice** responses (including early intervention and diversion) was identified in the *Growing Lachlan* report.
- Past community engagement identified a desire to create a community that is **youth friendly**.
- The *YOUth Talk Discovery Findings* report identified that **remoteness and isolation** of families and young people is a key barrier to accessing service provision. **Equitable access** to youth services and activities was also identified as an issue.
- The *YOUth Talk Discover Findings* report also identified the issue of **communication** and finding out about what's happening in the community, as well as lack of **transport** access to activities as barriers for some young people's participation.



Photo credit: LakeCargelligo.net.au

By 2030, we'd like to achieve the following:

- We would like opportunities for our young people, particularly our First Nations young people, to learn about **Wiradjuri culture**, participate in Aboriginal cultural events and activities, and to know some Aboriginal language.
- Young people who move with their families into Lachlan Shire **feel welcome** and are provided with information about local activities and events within one month of their arrival.
- Young people in our community who are from non-English speaking backgrounds have opportunities to **celebrate and share** their cultures with our community.
- The percentage of families in Lachlan Shire who are considered 'jobless' is decreasing, with a target of **not more than the State average** by 2030.
- Young people living with their families/carers or independently have access to affordable and appropriate housing, with the number of residents experiencing rental or mortgage stress decreasing to **less than 10%**.
- Carers of young people living in out-of-home care are **well supported** to undertake this role.
- There will be a **regular calendar of events** across the Shire that includes activities that are attractive to young people, including opportunities to perform at or attend live music gigs.
- There will be **affordable options** for our young people to purchase new clothing and other items locally.
- Information will be **communicated** in a timely way so that young people and their families are aware of opportunities and activities that are available.

How will we get there?

What strategies and actions will we employ to help us to reach our goals? What resources will we need to undertake those activities? Who in the community can contribute to delivering those activities?

What Council will endeavour to do:

Ref	Community and Culture Actions	Delivery Program
2A.1	Prepare a Reconciliation Action Plan for Lachlan Shire Council.	new
2A.2	Celebrate Harmony Day each year to acknowledge and honour all of the cultures and communities who are part of Lachlan Shire.	new
2A.3	Provide funding for and promote annual NAIDOC Week celebrations, including promotions which target local young people's participation.	1.1.2
2A.4	Create a new residents kit which provides essential information to support families moving into the Shire, including information about facilities and activities for young people.	2.6.1
2A.5	Facilitate opportunities for and encourage further investment in affordable housing across the Shire, for example through sub-division approvals and new house builds.	2.6.1, 2.3.6

2A.6	Create and promote a calendar of events which includes opportunities for young people to perform, create, sell and participate.	1.8.2 1.8.3, 2.1.6
2A.7	Foster and support a cultural exchange program that provides arts training opportunities for young people (eg through the Penrith Alliance)	1.5.1
2A.8	Identify and promote incentives for attracting more shops and a large retail outlet back into the Shire.	2.2.2
2A.9	Create a Youth Portal on Council's website (on the 'Community' page) which can be a central clearinghouse for all events, programs and activities on offer for young people across the Shire.	new
2A.10	Facilitate community working bees, encouraging young people's participation, to beautify towns and villages and raise community pride and spirit (eg Clean Up Australia Day activities).	2.5.1
2A.11	Liaise with property owners of vacant retail space to be utilised for temporary pop-up galleries, small music gigs, etc.	2.2.2
2A.12	Host a 'Men as Mentors' program at Condobolin Library in collaboration with the Condo Crew to provide positive role models to young people.	new
2A.13	Through our Disability Inclusion Action Planning, implement actions that will enable the increased participation of young people with disability in community activities.	1.7.2 1.7.3 3.2.1
2A.14	Create pleasant, shaded seating areas in our towns' main streets and parks to provide safe places for young people to meet up with one another.	2.5.1
2A.15	Negotiate will swimming pool operators to make one evening per week (Friday or Saturday) late opening for youth programs.	6.2.3
2A.16	Work with the police to get funding to establish a PCYC.	1.8.3



Lachlan River

What others in the community could do:

Ref	Community and Culture Actions	Who could help?
2B.1	Advocacy on behalf of public housing tenants to remedy faults and damage in a timely way.	CW Family Support Group
2B.2	Identify emergency housing and 'safe space' options for young people at risk.	Youth services
2B.3	Make vacant main street properties available for pop-up cultural activities.	CBD landlords
2B.4	Pursue opportunities to run community events that create options for young people as providers and participants (markets, mini music festivals, Harmony Day celebrations etc).	Town and village committees
2B.5	Strengthen youth services (increase or revise opening hours of Youth Centres to better align with when young people are looking for somewhere to hang out).	WPRD, LLCS
2B.6	Utilise school newsletters, local newspapers, social media and online apps to share information about activities, events and other opportunities in a targeted and timely way.	Everyone
2B.7	Continue to build and maintain relationships with youth service providers outside Lachlan Shire (such as the PCYC) to broaden the options available to local young people.	Youth service providers
2B.8	Promote and deliver a program of activities for young people of different ages, particularly during school holidays and (at least some) weekends.	Youth service providers
2B.9	Identify, create and implement opportunities for young people to establish positive relationships (particularly with a focus on male role models and relationships with the Police), including continuing to deliver the Active Citizen program.	Police, Youth service providers, CW Family Support Group
2B.10	Utilise the Youth Services bus to create opportunities for intra-Shire town and village activities and regional visits to support our remoter communities' young people.	WPRD
2B.11	Investigate expanding the Down the Track and Condo Crew programs to other communities across the Shire.	DTT, LLCS, WPRD
2B.12	Utilise the Youth Portal on Council's website to share information about all events, programs and activities on offer for young people, and regularly reference the Portal in social media and other communications to clients.	All service providers, Events coordinators
2B.13	Provide programs and activities that cater to a wide range of ages and interests: cooking, music, outings, socialising opportunities, board games, gardening, e-sports, art and craft, a variety of sports, movies, camping, fishing etc.	Youth service providers
2B.14	Offer youth services and activities in accessible places, or provide transport options where this is not possible.	Youth service providers

2B.15	Work with young people to provide arts and cultural activities at the Libraries and Study Centre.	WCC
2B.16	Provide local options for affordable clothing that young people want to wear.	Retailers
2B.17	Use the NSW Government's <i>Creative & Active Kids</i> vouchers to increase young people's participation in cultural and creative activities.	Parents/carers

Our community and culture wish list for the future:

If resources become available in the future, these are some additional actions that would support community and culture for our young people (also refer to *YOUth Talk* summary on next page):

- Investment in a cinema, or regular movie nights that featured films attractive to young people.
- A motorcross track.
- Host a festival event with live music.
- Establish a Youth Café (or local businesses which operate long hours, seven days a week, eg a 24-hour service station) that includes food and seating and provides a safe place to meet with friends after hours.

Community and culture resources:

Create NSW	https://www.create.nsw.gov.au/
Harmony Day	https://www.harmony.gov.au/
Youth Week	https://www.youthweek.nsw.gov.au/
Reconciliation Action Plans	https://www.reconciliation.org.au/reconciliation-action-plans/



Members of the Galari Bila Wagadhaanys Dance Group (photo credit: Condobolin Argus)

**Theme 3:
Education and employment**

What's good now that supports our education and employment?

good schools in the towns and villages
working at the pool
volunteering
doing farm work

What do we wish for that would support our education and employment?

traineeships
more work opportunities
Online University
opportunities for further education
More training and work opportunities
Distance Education
proper education Online TAFE
Use my qualifications
Develop tourism for job creation
local apprenticeships

Three 'education and employment' things for a good life

A snapshot of where we are now: YOUNG PEOPLE'S EDUCATION & EMPLOYMENT

- In 2016, the number of young people in Lachlan Shire who **left school at Year 10 or earlier**, or did not go to school, was 43.8%, compared to the NSW average of 33.3%. The *Growing Lachlan* report found there were concerns about disruptive and anti-social behaviour being linked to **early disengagement** from school.
- The *YOUth Talk Discovery Findings* report identified that in 2016 only 31% of Lachlan Shire students **completed Year 12**, compared to the State average of 52%.
- In 2016, 75% of 16 year-olds in Lachlan Shire were participating in full-time secondary education.
- In 2017, 26.6% of Lachlan Shire residents were participating in **vocational education and training** (compared to the NSW average of 19.2%), with a subject pass rate of 77.8% (compared to the NSW average of 81.5%).
- In 2017, 11.1% of Lachlan Shire school leavers were **enrolled in higher education** (compared to the NSW average of 28.9%).
- In 2016, 71.3% of all 15-24 year-olds were in education or employment (compared to the NSW average of 85%).
- In 2018, Lachlan Shire had a higher proportion (11.1%) than the NSW average (9.6%) of children who were **developmentally vulnerable** in two or more of the following childhood development domains: physical health and wellbeing, social competence, emotional maturity, language and cognitive skills, communication skills and general knowledge.
- The *Growing Lachlan* report identified improving local **early childhood development, education and employment** opportunities for young people as priorities.
- In 2016, the percentage of children in families in Lachlan Shire where the mother had low educational attainment was 25.4% (compared to the NSW average of 19.6%).
- In 2019, Lachlan Shire's **unemployment rate** was 7.2% (compared to the NSW rate of 4.5%), which was up from 6.8% in 2016. Youth unemployment rate in 2016 was higher still, at approximately 21% (a significant increase on previous Census rates of around 10% and 9% in 2006 and 2011 respectively).
- In 2016, 32.3% of Lachlan Shire dwellings had **no internet access** (compared to the NSW average of 14.7%).
- In 2016, **Centrelink** payments were made to 77 Lachlan Shire residents for Youth Allowance, and 12 for AbStudy. 20 children received Assistance for Isolated Children.
- In 2016, 5.9% of Lachlan Shire dwellings had **no motor vehicle** (compared to the NSW average of 9.2%).
- The Shire's population is at risk of continuing decline in numbers. The *Growing Lachlan* report noted that the closure of shops means more online purchases, with money going out of the area rather than contributing to the **local economy**. This may lead to further shop closures if people choose to make more of their purchases online. As options lessen, further population decline is a risk.
- The community feedback that informed the *Growing Lachlan* report noted the challenges associated with **recruiting and retaining staff** across the Shire.
- Some community members have identified access to **transport** as a barrier to participation in education and employment.
- The *Growing Lachlan* report noted that many local young people **exit the community** to pursue education and work opportunities.

- The *YOUth Talk Discovery Findings* paper noted the need for more **skilled youth workers**, and upskilling current workers through avenues such as school-based traineeships and apprenticeships.
- Past community engagement identified the need to encourage **more employment and training opportunities** for young people.

By 2030, we'd like to achieve the following:

- We'd like **at least 70%** of our young people to complete their secondary education.
- **At least 75%** of 15-24 year-olds will be in either education and/or employment, with an increasing trend towards the State average.
- **Less than 10%** of our children will be developmentally vulnerable in two or more child development domains.
- The Shire's unemployment rate will be on a downward trend towards the State average, and **not more than 6.5%**, with the youth unemployment rate at **not more than 10%**.
- **At least 80%** of Lachlan Shire dwellings will have internet access.
- **At least 10** new opportunities for apprenticeships, cadetships and traineeships will be available each year for local young people, and provide opportunities to transition into ongoing employment.
- Our schools will be community hubs, providing **opportunities for parents and carers** to create positive relationships with educational institutions that contribute positively to a culture that **values education**.
- Parents and carers are proactively engaged in discussions with young people where **post-school options** are being considered.
- School leavers who wish to pursue further education will have **opportunities and support** to achieve this locally (eg through TAFE curriculum choices, through a Country Universities Centre).
- Our young people leave school with **adequate skills** for further education or job-seeking.
- New **retail businesses** will be attracted into the Shire, creating shopping and employment opportunities, and strengthening the local economy.
- Partnerships will be established with tertiary education institutions that bring final-year **students and new graduates** from a range of disciplines into the Shire for work experience, particularly in professions that will provide support and services to our young people.
- There will be regular opportunities for young people across the Shire to **shape and participate in career expos** and visits to other communities to see employment opportunities and career pathways not on offer locally.
- Young people are well equipped with the skills needed for a **productive adult life**.

How will we get there?

What strategies and actions will we employ to help us to reach our goals? What resources will we need to undertake those activities? Who in the community can contribute to delivering those activities?

What Council will endeavour to do:

Ref	Education and Employment Actions	Delivery Program
3A.1	Offer employment opportunities to young people at Council, including an annual program of apprenticeships, cadetships, traineeships.	1.2.1, 1.3.1
3A.2	Investigate options with neighbouring councils in the region for traineeships and job pathways (consider development of a regional workforce plan, with each council specialising in particular skills development for sharing with others). Its focus will be on recruiting and retaining staff, and providing opportunities for local young people.	1.1.3, 1.3.1, 4.2.8
3A.3	Advocate to establish a Country Universities Centre within Lachlan Shire to support young people who want to pursue a tertiary education.	new
3A.4	Implement Council's Economic Development Strategy, focusing on attracting new retail business and other industries that will provide training and employment opportunities for young people (eg tourism and hospitality).	2.3.2
3A.5	Through our Workforce Strategy, identify opportunities for employing young people across Council, and utilise innovative recruitment processes to support young people through the application and interview process.	1.1.3

What others in the community could do:

Ref	Education and Employment Actions	Who could help?
3B.1	Pursue a 'schools as community hubs' initiative in Condobolin, Lake Cargelligo, Tottenham and Tullibigeal, to allow sports facilities and other school venues to be utilised for out-of-school hours activities and events.	Schools, Youth services
3B.2	Strengthen local early childhood development and specialist maternal, child and family health services to give our young people the best start in life.	Preschools, LHDs
3B.3	Expand the <i>Teaching as Parents</i> (TAP) Program to secondary schools across the Shire to engage Indigenous parents/carers of students who are at risk of disengaging from the education system.	WPRD, schools
3B.4	Provide alternative education and training options that target at-risk and disengaged young people.	Condo Crew, DTT
3B.5	Provide employment support services and pathways to employment programs to support young people to be job-ready.	Employment support services

3B.6	Facilitate social enterprises that provide training and employment opportunities for young people.	Youth Service providers
3B.7	Investigate opportunities for and work towards the establishment of a regional education, training and employment service (similar to the Regional Enterprise Development Institute in Dubbo).	WCC
3B.8	Proactively address and discipline anti-social behaviour, particularly in educational settings, to reduce impacts on learning outcomes.	Schools, parents/carers
3B.9	Support skills development and youth engagement through facilitating a community volunteer program.	WPRD, LLCS
3B.10	Align local TAFE curriculum with local skills shortages to encourage young people to pursue further education that will enable them to be employed locally.	TAFE
3B.11	Support young people to get their drivers' licence.	Driving instructors, Youth Service providers
3B.12	Identify options for and implement school-based apprenticeships and training options, including 'growing our own' youth workers.	Schools, RTOs
3B.13	Contribute to 'growing our own' workforce through providing cadetships, apprenticeships and traineeships in a range of industries across the Shire	Employers, schools
3B.14	Provide work experience opportunities to high school students, and student placements for tertiary students.	All employers
3B.15	Partner with universities to target identified professions to undertake university placements and graduate roles within the Shire	Central NSW Joint Organisation
3B.16	Continue to offer scholarships to support Wiradjuri students at University or TAFE	WCC
3B.17	Work with Regional NSW to include Lachlan Shire in their regional gap year program	Chambers of Commerce

Our education and employment wish list for the future:

If resources become available in the future, these are some additional actions that would support young people's education and employment:

- Investment in and development of a resort or 'glamping' facility on Lake Cargelligo and/or Gum Bend Lake, which would partner with an RTO to become a youth training and employment enterprise, providing opportunities in cooking, waiting, tourism promotion, cleaning, gardening etc.
- Boost the subject options for secondary students at our local high schools so that fewer young people leave the Shire for their schooling.



Photo credit: NSW Dept of Education

Education and employment resources:

Regional Job Creation fund	https://www.investregional.nsw.gov.au/investment-support/regional-job-creation-fund/
Regional gap year program	https://www.nsw.gov.au/regional-nsw/gap-year
Country Universities Centre	https://www.cuc.edu.au/



Photo credit: Tottenham Central School

<p>Theme 4: Participation and influence</p>	
<p>What's good now that supports our participation and influence?</p>	
<p>Youth surveys Opportunities to be heard Having a say in improving the community</p>	
<p>What do we wish for that would support our participation and influence?</p>	
<p>Youth Advisory Council</p>	
<p>Three 'participation and influence' things for a good life</p>	
<p>respect be listened to young local role models Possibilities role models have respect mentors</p>	

A snapshot of where are we now: YOUNG PEOPLE'S PARTICIPATION & INFLUENCE

- The need to **engage young people** more effectively was identified as an issue in the *Growing Lachlan* report.
- The *YOUth Talk Discovery Findings* paper identified an opportunity to develop a **Youth Advisory Council** that works with Council to ensure local young people's needs are being addressed, and to create opportunities for leadership development and ongoing youth engagement.
- The *YOUth Talk Discovery Findings* paper identified the cycles of **funding** and funding gaps as an issue for youth service provision.
- Past community engagement confirmed a desire to encourage young people to actively **participate in community life** and contribute to the future direction of the community.
- Past community engagement identified the need to minimise or remove the **barriers** to youth participation.
- The *YOUth Talk Discovery Findings* paper identified **safe spaces**, locations and the current state of some youth centre sites as concerns or issues to be addressed.

By 2030, we'd like to achieve the following:

- A Youth Advisory Council (or similar) will be in place, with a membership that is **representative of young people** across Lachlan Shire. The YAC will be actively engaged in decision-making processes about matters that impact on young people in our community.
- When any level of government is creating **plans, policies or programs** that impact our local young people, they have opportunities through online portals, forums and official social media channels to participate, share ideas and be involved.
- **All 17 year-olds** are enabled to enrol to vote ahead of their 18th birthday.
- Young people have access to facts and figures that enable them to make informed decisions when they **vote** at Federal, State and local elections.
- Young people who have an interest in standing for elected public office are supported to **become a candidate**.
- Young people have opportunities to **volunteer** in the community in ways that are constructive, value-adding, developmental, and that are not exploitative.
- Young people feel empowered to **participate** in community life.
- Young people **influence** community decisions that will affect them.
- Joint **funding** applications or partnerships and collaborations are enabling quality, accessible youth services across the Shire.
- This Youth Strategy will be regularly reviewed (at least every four years), along with an evaluation of **youth service delivery** to ensure it is relevant and contemporary, and continues to meet young people's needs (including a review of service delivery locations, programs, funding and delivery modes).
- More activities will be **youth-lead** and inclusive of young people in the design phase.

How will we get there?

What strategies and actions will we employ to help us to reach our goals? What resources will we need to undertake those activities? Who in the community can contribute to delivering those activities?

What Council will endeavour to do:

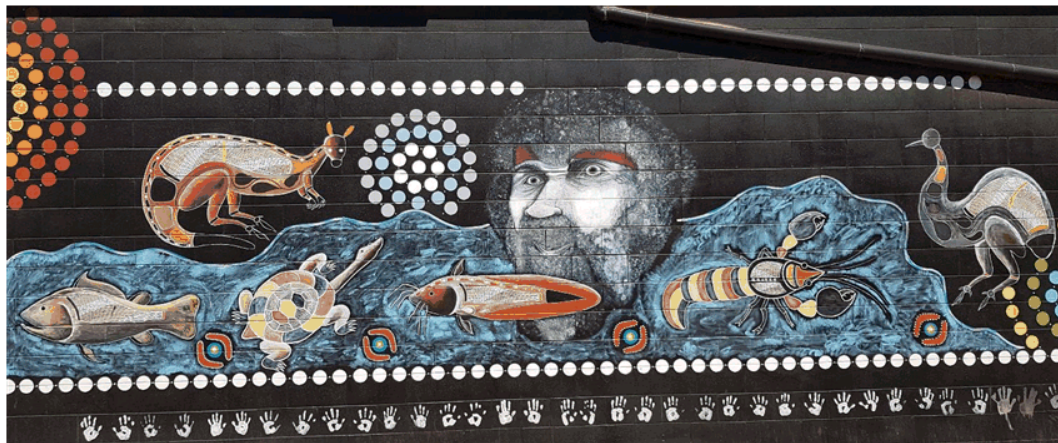
Ref	Participation and Influence Actions	Delivery Program
4A.1	Establish a Youth Advisory Council to support Council and community planning and decision-making on issues that impact young people (including induction, training and ongoing support of YAC participants).	new
4A.2	Host local government candidate sessions ahead of each local government election, and ensure interested young people are encouraged to participate	new
4A.3	Develop and implement a Volunteering Program to support community programs and activities that provide benefit to our young people. The Program will include induction, recognition, placement (particularly in support of youth service provision/youth activities).	4.1.1
4A.4	In collaboration with the Youth Advisory Council, sponsor and host annual events and activities to celebrate Youth Week.	4.1.3
4A.5	In consultation with young people, continue to enhance and improve the youth centre facilities in Condobolin, Lake Cargelligo and Tottenham, and investigate venue options for youth activities in Tullibigeal and other small communities in the Shire.	1.8.3

What others in the community could do:

Ref	Participation and Influence Actions	Who could help?
4B.1	As part of community visits, conduct an annual youth-focused consultation.	Local MPs
4B.2	Deliver an annual Youth Leadership Forum which showcases youth leadership initiatives across the Shire, and provides a forum for planning and collaboration for future initiatives.	WCC, Secondary schools, Youth services
4B.3	Continue to deliver the <i>Active Citizen Program</i> in partnership with Condobolin and Lake Cargelligo High Schools.	Police (Parkes)
4B.4	Deliver a mentoring program for young and emerging leaders which provides positive role models and support in a structured way.	WPRD

Participation and influence resources

Youth NSW	https://www.youth.nsw.gov.au/youth-participation-and-inclusion
Regional Youth Taskforce	https://www.nsw.gov.au/regional-nsw/regional-youth-taskforce
United Nations (Australia) schools' program	https://unyouth.org.au/event/school-programs/nsw-schools-programs/
Volunteering NSW	https://www.volunteering.nsw.gov.au/home
ABC Vote Compass	https://votecompass.abc.net.au/
Becoming a candidate for election	https://www.olg.nsw.gov.au/public/about-councils/become-a-councillor/ https://www.elections.nsw.gov.au/FAQs/Candidate-FAQs https://www.aec.gov.au/elections/candidates/



Mural: Lake Cargelligo

Bibliography *(and where to go for more information)*

Reference	Source
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Bureau of Crime Statistics & Research – LGA data	https://www.bocsar.nsw.gov.au/Pages/bocsar_crime_stats/bocsar_crime_stats.aspx
Census of Population and Housing: Socio-Economic Indexes for Areas (SEIFA) 2016	https://www.abs.gov.au/ausstats/abs@.nsf/Lookup/by%20Subject/2033.0.55.001~2016~Main%20Features~IRSAD%20Interactive%20Map~16
Central West & Orana Regional Plan	https://www.planning.nsw.gov.au/Plans-for-your-area/Regional-Plans/Central-West-and-Orana
Childhood early development profile – Lachlan 2018	https://www.aedc.gov.au/data/data-explorer?id=135179
Dept of Social Security payments demographic data	https://data.gov.au/data/dataset/dss-payment-demographic-data
Growing Lachlan Report 2016 <i>plus</i> Snapshot	https://www.lachlan.nsw.gov.au/f.ashx/Growing-Lachlan-Report-Final-Edit-for-Print.pdf https://www.lachlan.nsw.gov.au/f.ashx/Growing-Lachlan-Snapshot-8.pdf
Health of the Population report, Western NSW Local Health District	https://wnswlhd.health.nsw.gov.au/ and direct correspondence
Health Statistics by Local Health District	http://www.healthstats.nsw.gov.au/IndicatorGroup/LocationBasedAllIndicatorGroup?Locationcode=18413&LocationType=Local%20Health%20District

Lachlan Shire Community Strategic Plan	https://www.lachlan.nsw.gov.au/f.ashx/Adopted-Community-Strategic-Plan-2017-2018-.pdf
Lachlan Shire Council Annual Reports	https://www.lachlan.nsw.gov.au/council/annual-financial-and-statutory-reports/annual-reports.aspx
Lachlan Shire Council Asset Management Plans	https://www.lachlan.nsw.gov.au/council/annual-financial-and-statutory-reports/resourcing-strategy.aspx
Lachlan Shire Council Delivery Program 2017-2021	https://www.lachlan.nsw.gov.au/f.ashx/FINAL-Budget-with-Delivery-and-Operational-Plan-20.21-adopted.pdf
Lachlan Shire Active Travel Plan 2016, <i>plus</i> summary and action plan	https://www.lachlan.nsw.gov.au/f.ashx/Lachlan-Shire-Active-Travel-Plan-August-2016-Final_High-res.pdf https://www.lachlan.nsw.gov.au/f.ashx/Summary-and-Action-Plan.pdf
Lachlan Shire Council Local Strategic Planning Statement 2020-2040	https://www.lachlan.nsw.gov.au/f.ashx/%24529063%24LATEST-Lachlan-Shire-Council-Local-Strategic-Planning-Statement.pdf
Lachlan Shire YOUth Talk Discovery Findings 2020	Growing Lachlan, Lower Lachlan Community Services https://lakecargelligo.net.au/about/
Lower Lachlan Community Services Annual Report 2020	https://lakecargelligo.net.au/about/ https://www.facebook.com/pages/category/Community-Organization/Lower-Lachlan-Community-Services-inc-504351766316859/
Multicultural NSW community profiles	https://data.cese.nsw.gov.au/ https://www.myschool.edu.au/
Murrumbidgee Local Health District, Health Atlas 2019, and 2018 Summary & Population Health Profile	https://mlhd.health.nsw.gov.au/ https://www.mlhd.health.nsw.gov.au/about-us/population-data-and-health-statistics

National Youth Policy Framework	https://www.health.gov.au/initiatives-and-programs/national-youth-policy-framework
NSW Education Department statistics	https://data.cese.nsw.gov.au/ https://www.myschool.edu.au/
NSW Health Epidemiology	https://www.health.nsw.gov.au/epidemiology/Pages/default.aspx
NSW Health snapshot, 2019-20 Annual Report	https://www.health.nsw.gov.au/annualreport/Publications/2020/snapshot.pdf
NSW Planning Population Projections	https://www.planningportal.nsw.gov.au/population/
Regional Wellbeing Survey, University of Canberra, 2020	https://www.canberra.edu.au/research/institutes/health-research-institute/regional-wellbeing-survey
REMPAN – Central West economy, jobs and business	https://app.rempnan.com.au/rdacentralwest/economy/summary?state=KWMvFbrd8FZlx1ribxpKrgSyhXSdUZ23
Western NSW Local Health District Strategic Plan 2020-25	https://wnswlhd.health.nsw.gov.au/our-organisation/our-story/our-strategic-plan
Western NSW Primary Health Network Needs Assessment	https://www.wnswphn.org.au/about-us/our-region/needs-assessment
Western Plains Regional Development Inc	https://wprd.org.au/
Youth Strategy 2017-2020	Wiradjuri Condobolin Corporation and Life Without Barriers https://wiradjuricc.com/



Lachlan Shire: in the middle of everywhere!

Contact Council

For further information about this Youth Strategy, please contact:

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Acknowledgements

This Youth Strategy was prepared for Lachlan Shire Council by Karen Legge Consulting. However, preparing a plan such as this relies on the contributions of many.

I would particularly like to thank all of the young people who shared their thoughts and ideas, and their parents, carers and other interested adults who gave their time and offered insights.

To all the service providers who shared information about how youth services are currently provided across the Lachlan Shire, thank you.

Particular thanks go to these three women who made this Youth Strategy possible:

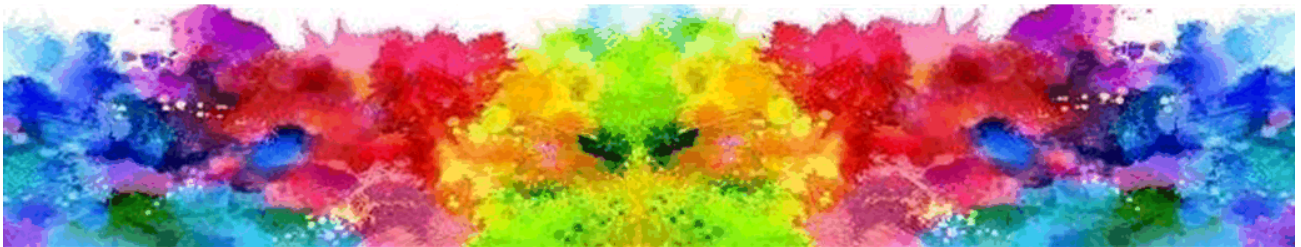
- Heather Blackley from Western Plains Regional Development Inc
- Shane Phillips from Lower Lachlan Community Services
- Karen Pegler from Lachlan Shire Council

I also thank Jessica Richardson who created the online version of each of the surveys used for the community engagement element of this project, and Alex Richardson who created the map on page 9 illustrating where facilities are located across the Shire... thank you both.

Karen

www.karenleggeconsulting.com.au





Realising our potential...

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DRAFT Youth Strategy

Karen Pegler

From: Jeni Pollard <Jeni.Pollard@penrith.city>
Sent: Tuesday, 9 March 2021 1:58 PM
To: Karen Pegler
Subject: Youth Strategy - Peer Review
Attachments: Lachlan Shire - Youth Strategy suggestion.docx

Hi Karen

Thanks for sending the Youth Strategy for our review - firstly congratulations, it's great that Lachlan have taken the opportunity to listen and dive into the issues that impact young people in your community.

Two of the team here have read it this week and both have sent through some comments. Largely these comments refer to readability or presentation of statistical or other information and editing for impact.

- The structure is sound, it Includes engagement feedback, data, actions and then resources in each theme/chapter is a clear and logical way to structure the document. To reduce the size of the document it was suggested to move the resources section to the back of the document as an appendix. The service links may change over time as well so it will be easier to change at the back of the document.
- The data in the snapshot section (p8) is at quite a high level and the suggestion was made to include some of the key data findings from the chapters or themes that followed.
- The addition of infographics would help to make the snapshot clearer and more concise for readers - right now there is a lot of data incorporated into the sentences. The "Growing Lachlan Snapshot" is a good example of demographic data as infographics to enhance readability.
- On Page 7, the wording in the 3rd paragraph that says that "the Youth Strategy is intended to provide a vision for our young people" could be rewritten to be more inclusive of young people and to say that "the Youth Strategy has been developed with young people to tell their vision of the future"
- The word clouds from the engagement are good - the addition of analysis of the key finding from the engagement would help to summarise this section and provide a stronger link between what has been said and what are the proposed actions.
- The Snapshot of "Where We Are Now" for each theme would benefit from infographics, pictures, or graphs. Some people may only scan the document so formatting and presenting the information in a way that is easily scannable' makes it more user-friendly and likely that the key messages will be seen and used.
- We also felt strongly that these could also be more strategically edited, to highlight the really important issues that are lost in the words. eg Page 14. Intentional self-harm is 65% higher than the NSW average. This is a very important issue along with percentage of young men hospitalised or dying in motor vehicle accidents. However, this information is presented along with the fact that the adult fruit consumption is on par with the NSW average. The consultant could be asked to edit this information and bring forward the really important issues that you want to tackle.
- It is also suggested to reorganise the action tables to link the vision directly to the action. Essentially it would be useful to link the 'Why' and 'How'. One of the team has drafted what that might look like and is attached. This will make reporting easier going forward.

Thanks again for the sneak peak of the work - overall it is great that you have done this work.

I am more than happy to clarify any of these comments, if you would find it useful - we have pulled it together quickly as we felt that may be more useful to you.

Best wishes for the project.

Cheers
Jeni

Jeni Pollard
City Activation, Community and Place Manager

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**PENRITH
CITY COUNCIL**



<p>2030 Vision Our childhood overweight or obesity rates do not exceed the NSW average.</p> <p>Families with children and young people living at home have access to affordable fresh food, enabling everyone in the family to eat 5 serves of vegetables and 2 serves of fruit per day.</p>					
#	Key Action	Lead	Delivery Program	Timeframe	Measurement
1A.1	Develop a community garden in Lake Cargelligo and Condobolin (with possibility of expanding into other communities), to provide opportunities for young people to grow and harvest vegetables and fruit, learn gardening and composting, and enhance intergenerational social skills.	Council	6.6.1	Medium - Long	Trial of Community Garden
1A.2	Explore opportunities for extending the swimming season at Council-operated swimming pools.	Council	New	Short – Medium	Trial of extended season
<p>2030 Vision Young people are resilient and skilled to make good choices to support their health and wellbeing, including in relation to their sexual relationships, driving behaviour, and alcohol and other drug use.</p>					
1B.1	Run programs to address specific risk factors such as mental health issues and substance abuse.	LHD Health Promotion, Aboriginal Health	New	Short – Medium	Number of young people participating in programs

8.5 POLICY REVIEW - ASSET ACCOUNTING POLICY

TRIM Number: R21/53

Author: Finance Accountant

PURPOSE

To review the Asset Accounting Policy, first adopted by Council in July 2019.

SUPPORTING INFORMATION

Asset Accounting Policy (Attachment A)

BACKGROUND

This Policy outlines the mandatory financial asset accounting requirements to maintain compliance with the Local Government Code of Accounting Practice and the Australian Accounting Standards.

ISSUES AND COMMENTS

This policy provides a structured framework for the financial aspects of asset management in relation to Infrastructure, Property, Plant and Equipment.

The two main changes to the policy include:

- Incorporating definitions for community and operational land and how they are classified
- Adding componentisation information for roads and buildings in the definitions and in Appendix 1

Other minor changes have been made to reflect name changes in Government bodies; update policy references, and presentation.

The changes have been made to provide guidance, clarity and consistency for asset accounting.

FINANCIAL AND RESOURCE IMPLICATIONS

Adopting the Asset Accounting Policy ensures Council's compliance with the Local Government Act and the Australian Accounting Standards, which in turn provides readers with greater understanding of Council's financial statements.

LEGAL IMPLICATIONS

Council is required to comply with all relevant legislation.

RISK IMPLICATIONS

No risks have been identified.

STAKEHOLDER CONSULTATION

Relevant Council staff have been consulted.

OPTIONS

1. Adopt the amended Asset Accounting Policy as presented.
2. Adopt the reviewed Asset Accounting Policy after further amendment.

CONCLUSION

Council's Asset Accounting Policy has been reviewed and the document is submitted for consideration and adoption by Council.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

CSP No. 4.2.2 – Council’s decision making is equitable and ethical.

ATTACHMENTS**1. Revised Asset Accounting Policy** [↓](#)**RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No R21/53 be received and noted.
2. The revised Asset Accounting Policy be adopted as presented.



Policies, Procedures and Guidelines

ASSET ACCOUNTING POLICY

CCS

BACKGROUND

The Asset Accounting Policy provides guidance, clarity and consistency regarding the treatment of property, plant and equipment assets to ensure compliance with Accounting Standards and the Accounting Code of Practice. This policy provides a structured framework for the financial aspects of non-current asset management: recognition of assets, measurement, classification, asset recognition thresholds, useful lives, residual values, disposal of assets, impairment assessment, revaluation guidelines, intangible assets, capital work and depreciation.

OBJECTIVES

The aim of this policy is to contribute to the better management of Council assets and to ensure accurate data is provided in documents used for decision making.

SCOPE

This policy applies to all of Lachlan Shire Council's Infrastructure property, plant & equipment assets in relation to their treatment for financial purposes.

POLICY

A class of infrastructure, property, plant and equipment is a grouping of assets of a similar nature used in Council's operations.

Asset Classes

- Land
 - Community
 - Operational
- Land improvements
 - Depreciable
 - Non-depreciable
- Plant & Equipment
- Furniture & Fittings
- Office Equipment
- Infrastructure
 - Buildings – specialised and non-specialised
 - Other Structures
 - Storm Water drainage
 - Roads
 - Bridges
 - Footpaths
- Water Supply network
- Sewerage Network
- Other Assets – Library Books
- Intangible Assets
- Remediation of Tip
- Capital Works In Progress

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Appendix one sets out further detail in relation to the asset classes, asset recognition thresh holds and range of useful lives.

Purchase of assets

Council applies the philosophy of ‘Renew before New’ for asset related projects and programs.

Asset Recognition

Unless otherwise noted in this policy, Infrastructure, Property, Plant and Equipment assets which meet the asset recognition thresh hold are initially measured at cost in accordance with AASB 116 and must be recorded in Council’s Financial Asset register.

For an asset to be recognised it must meet the following criteria:

- It is probable that future economic benefits associated with the item will flow to Council
- Council has control over the asset
- The cost or fair value of the item can be measured reliably
- The item is not held for sale and is expected to be used by the entity for more than 12 months

The cost of an asset shall include:

- Purchase price less deductions (rebates, discounts etc.)
- Costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. This would include:
 - Costs of employee benefits (as defined in AASB 119 Employee Benefits) arising directly from the construction or acquisition of the asset.
 - Costs of site preparation and/or restoration and dismantling costs.
 - Initial delivery and handlings costs.
 - Installation and assembly costs.
 - Costs of testing whether the asset is functioning properly, after deducting the net proceeds from selling any items produced while bringing the asset to that location and condition (such as samples produced when testing equipment).
 - Professional Fees.
- The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the total value of the asset.

Costs excluded include:

- Costs of opening a new facility
- Costs of introducing a new product or service (including costs of advertising and promotional activities)
- Costs of conducting business in a new location or with a new class of customer (including costs of staff training) and
- Administration and other general overhead costs (i.e. costs not directly attributable to bringing the asset to use)

For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

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After initial recognition, accounting standards require that Council shall choose either the cost model or the revaluation model and shall apply that policy to an entire class of property, plant and equipment.

Cost Model

After initial recognition as an asset, an item of property, plant and equipment shall be carried at its cost less any accumulated depreciation and any accumulated impairment losses.

Council assets to be carried at cost or substituted cost include:

- Work in progress;
- Plant & equipment;
- Library books;
- Office equipment; and
- Furniture & fittings.

Revaluation Model

After recognition as an asset, an item of property, plant and equipment whose fair value can be measured reliably shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Council asset classes that fall under the revaluation method include:

- Buildings;
- Other Structures
- Roads, bridges and footpaths;
- Stormwater drainage
- Water network; and
- Sewerage network.

Capital Expenditure on Assets after initial Recognition

Capital expenditure on existing assets can be capitalised when the amount exceeds the asset recognition threshold and where the associated works improve the condition of the asset beyond its originally assessed standard of performance or capacity. Renewals are also capitalised if expenditure meets the asset recognition threshold.

This can occur through:

- An increase in the remaining service potential provided by the asset
- Providing a higher level of service than previously
- Increasing the useful life of the asset
- Renewals-bringing an asset back to its original condition or increase the remaining useful life of the asset back to its original life.

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Outlays that do not meet the above criteria must be expensed. For example, expenditure that merely allows an asset to maintain its condition in service, or repairs damage or wear and tear that would have prevented the asset reaching its original estimated useful life, are expensed as maintenance.

Where major cyclical maintenance is carried out, the expense incurred is capitalised to the extent that potential is enhanced.

Disposal

All non-current assets will be de-recognised when:

- The asset is destroyed, abandoned or decommissioned with no future economic benefits expected from its use,
- The asset is scrapped, sold or traded,
- The asset is lost or stolen, or
- Control of the asset is transferred to another entity.

Partial disposal of an infrastructure asset is to occur whenever:

- A component or section of an infrastructure asset is destroyed, abandoned or decommissioned with no future economic benefit expected to be generated from its use; or
- Major renewal works have been undertaken resulting in a component or section of an infrastructure asset being replaced.

Any gain or loss arising on de-recognition of the asset shall be included in Council's Income Statement in the year the asset is de-recognised.

Asset Revaluations

Plant & Equipment, Furniture & Fittings, Office Equipment and Library Books are stated at their Fair Value in Council's Financial Statements as approximated by depreciated historical cost.

Land improvements – non depreciable are not revalued.

Plant and equipment measured at cost are not revalued.

Revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period. Council will revalue all assets valued under the revaluation method at least every 5 years. In the event of a major event affecting a significant portion of council's assets in one class such as a flood event, council may undertake a revaluation at this time.

If the carrying amount of a class of assets is increased as a result of a revaluation, the increase shall be recognised in other comprehensive income and accumulated in equity under the heading of 'Revaluation Surplus'.

If the carrying amount of a class of assets is decreased as a result of a revaluation, the net revaluation decrease shall first be debited directly to equity under the heading of 'Revaluation

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Surplus'. Should the decrease exceed the available balance in the revaluation surplus account for that class of assets then the difference is recognised in profit or loss.

Revaluation increases and revaluation decreases relating to individual assets within a class of infrastructure, property, plant and equipment shall be offset against one another within that class but shall not be offset in respect of assets in different classes.

Council is to ensure that all revaluations are finalised well before balance date to allow for comprehensive checking by finance and engineering staff with the intent to audit the revaluation prior to 30 June.

Depreciation or Amortisation

Community Land and Operational Land assets are not depreciated.

The depreciation methodology for all other classes of assets shall be the straight-line method. The straight line method allocates the depreciable amount in approximately equal amounts across the useful life of the asset.

Depreciation of an asset begins when it is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation of an asset ceases at the earlier of the date that the asset is classified as held for sale in accordance with AASB 5 and the date that the asset is derecognised. Therefore, depreciation does not cease when the asset becomes idle or is retired from active use unless the asset is fully depreciated.

In accordance with AASB 116 the depreciable amount is: "The cost of an asset, or other amount substituted for cost, less any residual value."

- **Useful Life**

The useful life of an asset is the time period over which an asset is expected to be available for use by Council. The useful life of an asset may be shorter than its economic life. For example, the asset management policy of the entity may involve the disposal of assets after a specified time.

The estimation of the useful life of the asset is a matter of judgement based on the experience of the council with similar assets. All of the following factors are considered in determining the useful life of an asset:

- (a) expected usage of the asset. Usage is assessed by reference to the asset's expected capacity or physical output.
- (b) expected physical wear and tear, which depends on operational factors such as the number of shifts for which the asset is to be used and the repair and maintenance programme, and the care and maintenance of the asset while idle.
- (c) technical or commercial obsolescence arising from changes or improvements in production, or from a change in the market demand for the product or service output of the asset. Expected future reductions in the selling price of an item that was produced using an

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asset could indicate the expectation of technical or commercial obsolescence of the asset, which, in turn, might reflect a reduction of the future economic benefits embodied in the asset.
 (d) legal or similar limits on the use of the asset, such as the expiry dates of related leases.

The remaining useful life of an asset should be reassessed whenever there is a major addition or a significant partial disposal.

- **Residual Value**

The residual value of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life. Residual values should be based on market evidence and will be provided by Council’s Asset Managers.

Council will only apply a residual value where permitted by accounting standards

PLANT & EQUIPMENT

Council’s position means that residual values as per the above definition are only applicable to plant & equipment which are likely to be sold for consideration at the end of their useful lives. Generally this would mean motor vehicles e.g. sedans and plant e.g. graders.

FURNITURE & FITTINGS, OFFICE EQUIPMENT & LIBRARY BOOKS

Council adopts no residual value on assets within these classes as any salvage value is difficult to reliably estimate and is likely to be immaterial.

LAND & LAND IMPROVEMENTS

Council adopts no residual value on assets within this class.

BUILDINGS

Council adopts zero residuals on buildings on the basis that at the end of their useful life, the cost of demolishing them and clearing the site exceeds any salvage value of the materials therein. This is applied across all elements/components.

OTHER STRUCTURES

Council adopts zero residuals on other structures on the basis that at the end of their useful life, the cost of demolishing them and clearing the site exceeds any salvage value of the materials therein.

INFRASTRUCTURE ASSETS – sewer, water & roads infrastructure related assets

As most infrastructure assets cannot be sold at the end of their useful life, all infrastructure assets have a zero residual value.

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Indexation

As required under the Accounting Code of Practice, Council's Water and Sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Primary Industry - Water.

Annual review of useful lives & residual values

In accordance with AASB116 the residual value and the useful life of an asset shall be reviewed at the end of the financial year. Prior to 30 June each financial year, managers in charge of Council assets will be required to consider the assets within their control and complete a review of useful lives and residual values. A form for this purpose is appended to this policy (Appendix 3).

Initial estimates of annual value changes should be based on the following indices available from resources such as the Australian Bureau of Statistics (www.abs.gov.au), Rawlinson's Australian Construction Handbook, Road and Bridge Construction index in the ABS website and the Engineering Design and Management index in the ABS website.

Estimates of annual value changes less than 7% will be deemed immaterial. Estimates of annual changes above 7% will be deemed material and the whole class of assets will be revalued based on a suitable index or by the engagement of a suitable qualified Valuer.

Comprehensive external revaluations of material classes of asset by suitable qualified valuers will not exceed a period of 5 years.

Annual Review of Impairment

As part of the end of financial year processes council is required to consider if any of its assets are impaired to enable the fair value of assets disclosure in the General Purpose Financial Statements.

The following may indicate an impaired asset:

- No longer functioning at its capabilities
- Becomes obsolete
- Is physically damaged
- No longer being used by council to the level anticipated or the level previously used.

Prior to 30 June each financial year, managers in charge of council's assets will be required to consider the assets within their control and complete an Asset Impairment Review. A form for this purpose is appended to this policy.

Where the carrying amount of an asset is found to exceed the recoverable amount the asset is to be written down to the recoverable amount and an impairment loss recorded.

The impairment loss will be recognised immediately as an expense unless the asset class is carried at a revalued amount. In this circumstance, any impairment losses shall be treated as a revaluation decrease in accordance with AASB 136 Impairment of Assets so long as the loss does not exceed the revaluation surplus balance for that class of asset. Any loss in excess of the revaluation surplus balance shall be shown in profit & loss.

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Assets withdrawn permanently from use

As idle assets have not been defined in Australian accounting standards, for the purposes of disclosure in the financial statements, an idle asset or a permanently retired asset is defined as follows:

- a physical or intangible asset which has not been employed and/or has been unoccupied for 12 months or more; and
- no plans exist to reinstate the asset to use.

Where an asset is to be withdrawn permanently from use, for example, because it has been replaced or because it is surplus to requirements, Council must review the carrying value of that asset.

The majority of assets in Council that are required to be valued at fair value, are valued at depreciated replacement cost as there is no active market for the sale of those assets.

Where the asset is to be withdrawn permanently from use, valuation at depreciated replacement cost is no longer appropriate, and the asset is therefore to be valued at selling price or scrap value. The provisions of AASB 136 Impairment of Assets may therefore apply when the decision to withdraw assets from use is taken.

Two situations need to be considered in relation to the permanent withdrawal of an asset:

1. Sale - where the asset is to be sold, the rules of accounting standard AASB 5 Non-Current Assets Held for Sale will apply.
2. Abandonment - an abandoned asset is one which has been decommissioned or scrapped. Assets of this type are normally used to the end of their useful life or until such time as they are closed down. The write-off of the old asset is treated according to the provisions of AASB 116.

Verification of asset existence

Unless circumstances warrant, stock takes of plant & equipment will be undertaken no more frequently than every 2 years.

Works in Progress

Work in progress balances are to be reviewed quarterly to ensure completed projects are brought to account as assets in a timely manner.

Updating the Asset Register

To ensure accurate and timely updates of asset registers for all asset movements the following is required:

- The finalisation of a project is to be conveyed immediately to the finance team.
- Identification of projects costs to be capitalised v expensed.
- Identification of costing of asset components.

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- Capitalisation of assets and/or components in the asset register on completion of each project.
- Identification of new asset v asset renewal expenditure.
- Identification and processing of assets disposed.
- Depreciation of assets annually.
- Reconciliation of the asset register to the general ledger on at least a monthly basis.

Land

Under the *Local Government Act 1993, Chapter 6, Part 2 Division 1 section 25* states that all public Land must be classified. *Section 26* states that there are 2 classifications for public land, Community and Operational

Classifications or reclassifications of public land are made either by a Local Environment Plan or by a resolution of Council depending if it is Community or Operational Land.

Reclassification of Community Land as Operational Land

Community land can be reclassified to Operational land through the Local Environment Plan (LEP) and takes effect from the commencement of the Plan in accordance with *LGA 1993 Chp 6, Div 1*.

Reclassification of Operational Land as Community Land

Operational Land can be reclassified as Community Land through a resolution of Council, which requires public notice to be given of not less than 28 days prior to the resolution.

Intangible Assets

An intangible asset is an identifiable non-monetary asset without physical substance. Intangible assets include such items as patents, prototypes and computer software.

Land under Roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council elected not to recognise any values for Land under Roads acquired before 1 July 2008 in accordance with AASB 1051 Property, Plant & Equipment.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant & Equipment.

Crown Reserves

Crown Reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Council improvements on Crown reserves are also recorded as assets.

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Rural Fire Service Assets

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, ‘all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed’.

Under the *Rural Fire Services Act* firefighting equipment is defined as firefighting apparatus, buildings, water storage towers or lookout towers. Council will assess whether they have control over rural fire service assets. Where control is demonstrated, council will recognise in its financial statements rural fire service assets including land, buildings, plant and vehicles that meet asset recognition threshold.

Non-Current Assets Classified as Held for Sale

Non-current assets classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. The asset must be available for immediate sale in its present condition subject only to terms that are usual and customary for sales of such assets and its sale must be highly probable.

Highly probable means:

- Council must have a plan in place & be committed to sell the asset;
- an active program to locate a buyer must be in place i.e. advertised;
- the asset is being actively marketed for sale at a price that is reasonable in relation to its current fair value; and
- it is expected to be sold within one year

AASB 5 requires Council to measure a non-current asset classified as held for sale at the lower of its carrying amount (amount shown in Council’s records) and fair value less costs to sell (net realisable value).

Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

An impairment loss is recognised for any initial or subsequent write-down of the asset to fair value less costs to sell-through P&L. A gain is recognised through P&L for any subsequent increases in fair value less costs to sell an asset but not in excess of any cumulative impairment loss previously recognised.

A gain or loss not previously recognised by the date of the sale of the non-current asset is recognised at the date of de-recognition.

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Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale.

Investment Property

Investment property is defined under AASB 140 as property (land or a building, part of a building or both) held by Council (either as the owner or as a lessee as a right-of-use asset) to earn rentals or for capital appreciation or both, rather than for use in the production or supply of goods or services or for administrative purposes.

Staff housing and property held for social services e.g. community housing is not investment property even if rent is being charged for these properties. These properties are held predominantly for strategic reasons or social services.

Under AASB 140 an investment property shall be measured initially at its cost. Where an investment property is acquired at no cost or for nominal cost, its cost shall be deemed to be its fair value as at the date of acquisition.

After initial recognition Council must measure all of its investment property, including Investment property under construction, at fair value or cost. If Council chooses cost, there is still a requirement to disclose the fair value.

If Council choose fair value, any gain or loss arising from a change in the fair value of investment property shall be recognised in profit or loss for the year in which it arises.

Associated Documents

- Lachlan Shire Council Code of Conduct Policy
- Lachlan Shire Council Procurement Policy
- Lachlan Shire Council Disposal of Assets Policy
- OLG Code of Accounting Practice and Financial Reporting
- Lachlan Shire Council Asset Management Plans

Related Accounting Standards

- AASB 5 - Non-current Assets held for Sale
- AASB 13 - Fair Value Measurement
- AASB 16 - Leases
- AASB 101 - Presentation of Financial Statement
- AASB 108 - Accounting Policies, Change in Accounting Estimates and Errors
- AASB 116 - Property, Plant and Equipment
- AASB 136 - Impairment of Assets
- AASB 138 - Intangible Assets
- AASB 140 - Investment Property
- AASB 1051 - Land Under Roads

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DEFINITIONS

Assets: can be physical, intangible or right of use resources controlled by the Council as a result of past events and from which future economic benefits are expected.

Assets - Current: are assets that are expected to be consumed, realised, sold or otherwise disposed of within one financial year

Assets - Non-Current: are assets that are not expected to be fully consumed, realised, sold or otherwise disposed of within one financial year.

Capitalisation Threshold: when the cost of a new, upgraded or renewed asset that is controlled by council reaches a predetermined amount it is capitalised. In all other cases, the cost is treated as an expense.

Capital Expenditure: expenditure on assets that are above the capitalisation threshold. A relatively large (material) expenditure, which has benefits (service potential), expected to last for more than 12 months. Capital expenditure includes new assets, renewal/replacement and expansion/upgrade of existing assets.

- **Capital Renewal (Addition)** - expenditure on an existing asset, which returns the service potential or the life of the asset up to that which it had originally, including replacement of an existing asset. Partial renewal is expenditure on an asset that increases the service potential of the asset but not up its original service potential.
- **Capital Upgrade (New)** - expenditure which enhances an existing asset to provide a higher level of service or extends the life beyond that which it had originally. This includes expenditure on new assets or where existing assets are replaced at a higher level of service, that part of the cost that relates to upgrade.

Carrying amount: is defined in AASB 116 as the amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses.

Componentisation: Council buildings with a replacement cost exceeding \$750,000 are to be componentised with each component having a different total useful life. Buildings with a replacement cost under \$750,000 are not to be componentised. All roads and roads related infrastructure as well as water & sewer assets are componentised with each component having a different useful life. Assets contained within the class Other Structures are not componentised.

Cost: is defined in AASB 116 as the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction Or, where applicable, the amount attributed to that asset when initially recognised.

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Depreciable amount: is defined in AASB 116 as the cost of an asset, or other amount substituted for cost, less its residual value.

Depreciation or Amortisation: is defined in AASB 116 as the systematic allocation of the depreciable amount of an asset over its useful life.

Land Classification: is either Community Land or Operational Land

- Community Land is council owned land which is kept for use by the general public, such as a public park. The use and management is regulated by a plan of management. Council is limited in its dealings in accordance with the *LGA 1993 Chp 6, Div 2*.
- Operational Land comprises land that serves a commercial or operational function (e.g. Offices, works depot), or land that is being retained for commercial or strategic reasons.

Property, plant and equipment: is defined in AASB 116 as tangible items that:

- (a) are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes; and
- (b) are expected to be used during more than one period.

Land under Roads: is land under roadways and road reserves as defined under the Road Management Act 2004, including the land under the road itself, footpaths, nature strips and median strips. It does not include land under unused roads, which is declared under Section 400 of the Land Act 1958 as not required for public traffic or under 'paper roads' which do not meet the Common Law definition of a public highway.

Maintenance expenditure: is a component of operating expenditure, specifically on an asset, which is periodically required as part of the anticipated schedule of works needed to ensure that the asset achieves its estimated useful life, and is normally relatively low cost compared to the asset value. Maintenance expenditure includes reactive maintenance and repair, or planned maintenance.

Materiality: Information is material if its omission, misstatement or nondisclosure has the potential, individually or collectively, to influence the economic decisions made by users on the basis of the Financial statements.

Operating Expenditure: is recurrent expenditure such as power, fuel, telephone, employee costs, materials, cleaning, minor equipment, overheads, maintenance and depreciation. These costs are the day-to-day expenses associated with providing the service during a year of operations.

Recognition: the decision to include an asset as capitalised expenditure

Residual value of an asset: is defined in AASB 116 as the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

Useful life: the time period in which an asset is expected to be available for use.

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APPENDIX 1

Table of Asset Classes

The following table outlines the asset recognition threshold and useful life (in years) of the prescribed asset classes.

Asset Class	Asset Type	Asset Recognition Threshold	Useful Life (Years)
Land	Community Land Operational Land Crown Land	\$1	N/A
	Land Improvements	\$10,000	10 - 70
Plant and Equipment			
	Office Equipment	\$3,000	5 – 10
	Office Furniture	\$3,000	10 - 20
	Computer Equipment	\$3,000	4
	Vehicles	\$3,000	5 - 8
	Heavy plant/road making equipment	\$5,000	5 – 8
	Other Plant & Equipment	\$5,000	5 – 15
Other Structures			
	Playground equipment	\$3,000	5 – 15
	Benches, seats etc.	\$3,000	10 - 20
Other Assets			
	Library Books	\$1	5 - 10

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Asset Financial Class	Asset Type	Asset Recognition Threshold	Useful Life (Years)
Transport Infrastructure	Roads – Sealed		
	Formation	\$10,000	Indefinite
	Pavement	\$10,000	80-100
	Seal	\$10,000	20-50
	Roads – Unsealed		
	Formation	\$10,000	Indefinite
	Pavement	\$10,000	20
	Road/Street Furniture	\$3,000	50-60
	Bridges & Culverts	\$10,000	50-100
	Footpaths	\$10,000	Up to 60
Cycle ways	\$10,000	Up to 30	
Kerb & Gutter	\$10,000	Up to 40	
Stormwater Drainage			
Drains	\$10,000	80 - 100	
Culverts	\$10,000	50 - 100	
Flood Control Structures	\$10,000	80 - 100	
Water Supply and Sewer Supply			
Dams and Reservoirs	\$10,000	80 -100	
Bores	\$10,000	20 - 40	
Reticulation pipes: PVC	\$10,000	70 - 80	
Reticulation pipes: Other	\$10,000	25 - 75	
Pumps and telemetry	\$10,000	15 - 20	

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Buildings - Less than \$ 750k			
	Specialised e.g. Toilets/Amenities	\$10,000	50 - 100
	Non-Specialised e.g. Carports/Sheds	\$10,000	20 – 40
Buildings \$750k and greater			
	Envelope		50-120
	Roof Cladding		50
	Finishes		25-30
	Services - Mechanical		25-30
	Services		40-50
Other Infrastructure Assets			
	Swimming Pools	\$10,000	50
	Other open space/recreational assets e.g. grandstands	\$3,000	20
	Other infrastructure	\$3,000	20
Intangibles			
	Software	\$20,000	3

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Appendix 2

End of Financial Year Reporting – Notification of Impairment of Assets Form

ASSET IMPAIRMENT REVIEW - 30/06/XX

The following Asset Classes are under my control;

-
-

After reviewing the above Asset Classes, I certify that;

Tick

I do not believe that any Assets under my control / management within the above categories show any signs of Impairment as at Year End 30/6/XX.

I believe that the following specific assets within the above categories are showing signs of Impairment as at the Year End 30/6/XX;

ASSET	DETAILS of IMPAIRMENT
▪	
▪	
▪	
-	

Name:

Title:

Date:

Signature:

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Appendix 3

Date:

To:

From:

Subject: **End of Financial Year Reporting – Review of Useful Lives & Residual Values**

In accordance with AASB 116 – Property, Plant & Equipment, the residual value and the useful life of an asset shall be reviewed at the end of each financial year.

Accordingly, in preparing Council's Accounts for the Year Ended 30/6/XX, we are requesting that you review the residual value & the useful life of all assets under your control.

The residual value of an asset is the estimated amount that Council would currently obtain from disposal of the asset, after deducting the estimated costs of disposal e.g. sale price less commission.

You need to consider what Council could realistically sell the asset for. For example you have a backhoe that was saleable for \$50,000 last financial year. During the year, the backhoe was badly damaged by a fire in the cab. It may be still saleable but due to its poor appearance & condition, Council may only be able to sell it now for \$10,000. The new residual value is \$10,000 and we need to be advised of this. Residual value could be obtained by 3rd party industry sources such as auction houses, equipment hire or sales agents.

The useful life of an asset is the time period over which an asset is expected to be available for use by Council. It is based on judgment & experience from the use of similar assets.

The useful life of an asset is determined by the:

- (a) expected use of the asset e.g. how many more kilometres you think you will obtain from a truck before it should be sold.
- (b) expected physical wear and tear, which depends on operational factors such as the number of hours for which the asset is to be used and the repair and maintenance programme.
- (c) technical or commercial obsolescence arising from changes or improvements in production, or from a change in the market demand for the product or service of the asset e.g. you might no longer need a power house as we have mains electricity in town.
- (d) legal or similar limits on the use of the asset e.g. you can't hire out a building that's structurally unsound

Accordingly we require you to reply (as appropriate) after making due consideration as to whether any of Council's Assets managed by yourself or used in providing Council's functions and services require an adjustment to their residual value &/or useful life.

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ASSET ACCOUNTING POLICY **CCS**

Thank you in advance for your Review and completion/return of the attached Review of Useful Life and Residual Value Statement.

End of Financial Year Reporting – Review of Useful Life & Residual Values Form

REVIEW OF USEFUL LIFE & RESIDUAL VALUE STATEMENT- 30/06/XX

The following Asset Classes are under my control;

After reviewing the above Asset Classes, I certify that;

Tick

I do not believe that any Assets under my control / management within the above categories require an adjustment to their useful life and/or residual value.

I believe that the following specific assets within the above categories require an adjustment to their useful life and/or residual value.

ASSET NUMBER	NEW USEFUL LIFE	NEW RESIDUAL VALUE	REASON
▪			
▪			
▪			

Name:

Title:

Date:

Signature:

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9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

9.1 DRAFT MOBILE FOOD AND DRINK VENDORS TRADING ON PUBLIC PARKS, PLACES, ROADS AND RESERVES POLICY

TRIM Number: R20/242

Author: Manager- Town Planning

PURPOSE

The purpose of this report is to request that Council place the draft “Mobile Food and Drink Vendors Trading on Public Parks, Places, Roads and Reserves Policy – ENV018”, on public exhibition for a minimum period of at least 28 days. The report has been prepared to provide measures to guide staff in the assessment of applications for mobile food and drink applications on Council controlled land including parks, places, roads and reserves.

SUPPORTING INFORMATION

Draft Mobile Food and Drink Vendors Trading on Public Parks, Places, Roads and Reserves Policy – ENV018

BACKGROUND

Matters have arisen in the past in relation to the use of Council’s parks, places, roads and reserves by mobile food and drink vendors and the lack of clear direction in Council’s controls to manage these requests/applications.

It is acknowledged that there are positive impacts associated with mobile food and drink vendors as they can provide alternative food and drink options to the existing businesses in the Shire and they can also assist in activating public spaces.

Council’s current Local Approvals Policy – ENV014, allows for mobile food and drink vending on public land under Section 68 of the Act pursuant to Part F(7) of that Section which refers to “*Use a standing vehicle or any article for the purpose of selling any article in a public place*”. However, there are few other controls or guidelines within the policy. With ongoing interest and demand for this type of activity in public places, a policy is required to provide guidance and direction on how such applications should be considered when received.

The issue of mobile food and drink vendors on private land is a separate issue and will not be directed by this policy. On private land mobile vending activities can be undertaken either with or, in certain circumstances, without Council’s consent. The *State Environmental Planning Policy (SEPP) – (Exempt and Complying Development Codes) 2008* includes provisions under which mobile food or drink premises can trade without the need for Council approval. In addition, the Minister for Planning and Public Spaces, on 31 March 2020, made the *Environmental Planning and Assessment (COVID-19 Development – Takeaway Food and Beverages) Order 2020*. The Order allows mobile food and drink outlets to operate on any land at any time, with the landholder’s permission and subject to a number of other conditions.

ISSUES AND COMMENTS

Lachlan Shire has many areas of natural and scenic beauty such as lake and river foreshores along with unique localities which lend themselves to recreational activities and tourism. The increased activity in and around these areas creates demand for nourishment facilities, which can be provided in the form of mobile food and drink vendors on public open space including parks, reserves and road ways.

The draft Mobile Food and Drink Vendors Trading on Public Parks, Places, Roads and Reserves Policy has been developed after considering a number of similar policies from other regional NSW Councils. The draft policy has examined the possibility of allowing mobile food and drink vending

activities to be carried out in areas where there are a lack of existing services or they are supplementing the services provided by existing comparable type businesses.

To meet the intended aims of the Policy and therefore not detrimentally impact on existing fixed businesses, it is seen as reasonable to apply a setback buffer as an appropriate measure and limit operating hours.

The Policy proposes restrictions pertaining to proximity to existing comparable premises, which is as follows:

Proximity to Existing Comparable Premises *No operating mobile and drink food vendor is to be positioned within 150m of an operating food service premise. This minimum distance requirement is measured in a straight line from the closest point of the vehicle (location) to the main entrance of a food and drink premise, or boundary of a licensed event area.*

The Policy restriction pertaining to operating hours is as follows:

The use of Council managed lands for the purpose of operating a mobile food and drink vehicle is restricted to 8:00am - 9:00pm each day but only for a maximum period of 8 hours inclusive of set up and pack up times.

To meet the intended aims of the Policy and therefore not detrimentally impact on Council facilities and infrastructure, along with the protection of the amenity of the area, mitigation measures and controls for the following matters have been included. These include waste management, signage, animals/pests, water supply, pollution (including noise), food handling, maintenance of vehicles, fees and charges and damage bonds.

FINANCIAL AND RESOURCE IMPLICATIONS

The draft Policy has been prepared by staff within existing budgets and will have no financial implications for Council.

LEGAL IMPLICATIONS

The Policy has been prepared in accordance with relevant legislation, including the Local Government Act (1993).

RISK IMPLICATIONS

Mobile food and drink vendors trading on Council controlled land require approval from Council and the lack of a policy in this area creates uncertainty. It means that decisions about the use, location and other controls regarding the use of mobile food and drink vendors can be inconsistent. Having a policy in relation to the use of these on Council controlled land including parks, places and reserves minimises this risk.

STAKEHOLDER CONSULTATION

It is proposed that the draft Policy be placed on public exhibition for a minimum of 28 days in accordance with the Local Government Act 1993 and Council's Community Participation Plan.

The draft Policy will be available for comment from Council's Administration Offices in Lake Cargelligo and Condobolin. In addition, the draft policy will be placed at other key locations in Tullibigeal, Tottenham, Fifield and Albert as well as being made available on Council's website. Social media and newspaper notification will also be used to notify of the exhibition process.

The details of any public submissions received during the exhibition period will be provided to Council in a future report that will seek adoption of the policy.

OPTIONS

1. Exhibit the draft Mobile Food and Drink Vendors Trading on Public Parks, Places and Reserves Policy, as attached, for a minimum period of 28 days.
2. Direct amendments to the draft Mobile Food and Drink Vendors Trading on Public Parks, Places and Reserves Policy prior to it being placed on public exhibition for a minimum period of 28 days.

3. Not proceed with the making of the Mobile Food and Drink Vendors Trading on Public Parks, Places and Reserves Policy.

CONCLUSION

A steady number of applications from operators seeking to undertaking Mobile Food and Drink Vending on publicly controlled areas, such as in parks and reserves, has been recently experienced. Council currently has a Local Approvals Policy that permits the undertaking to proceed but provides limited guidance in how to assess the applications. The introduction of a specific policy that puts more detailed control measures in place on these areas, whilst aiming to encourage people to interact on public open space, will ensure there is a good likelihood that mobile food and drink operators will supply appropriate services to Lachlan Shire.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council


ATTACHMENTS

1. **Draft Mobile Food and Drink Vendors Trading on Public Parkes, Places, Roads and Reserves Policy** [↓](#)

RECOMMENDATION

That:

1. The Director of Environment, Tourism and Economic Development Report No. R20/242 be received and noted.
2. The draft Mobile Food and Drink Vendor Trading in Public Parks, Places, Roads and Reserves Policy – ENV018 be placed on public exhibition for a period of 28 days and public submissions be invited on the draft Policy.
3. A further report be provided to Council following the public exhibition and submission period for consideration of any submissions received on the draft policy.



Policies, Procedures and Guidelines

MOBILE FOOD AND DRINK VENDORS TRADING ON PUBLIC PARKS, PLACES, ROADS AND RESERVES POLICY **ENV018**

BACKGROUND

The policy allows Council to better influence, guide and control the form and use of mobile food and drink vendors trading on public parks, places, roads and reserves.

A method to encourage people to meet and the community to prosper is to further activate the shire’s many public open spaces with ample access mobile food and drink outlets. This policy has been developed to guide mobile food vendor activity. It seeks to be well balanced by facilitating mobile food vendor operations while protecting public health, safe-guarding local business proprietor interests and maintaining community welfare in public spaces.

The policy also supplements provisions of the Local Government Act 1993, the Roads Act 1993, the Food Act 2003 and associated regulations.

OBJECTIVES

- a) Ensure that mobile food vendors operate in accordance with the rules and restrictions of Council controlled land;
- b) Encourage the use of parks and reserves for mobile food vendors as a means of enhancing community experiences that flow from the activation of shared public spaces;
- c) Ensure that food sold through mobile food vending vehicles is safe and fit for human consumption;
- d) Enhance community wellbeing; economically, socially and environmentally. Through this policy, Council seeks to support business activities that do not have a detrimental impact on surrounding businesses, residences or public property;
- e) Ensure the operation of mobile food vending vehicles does not increase litter or waste in or from the trading location;
- f) Ensure the construction, fitting out and facilities for cleaning utensils, articles, fittings and appliances in vehicles are adequate;
- g) Minimise any potential adverse impacts of mobile food vending vehicles;
- h) Ensure there are damage mitigation measures to protect Council facilities;
- i) Ensure the safe operation of mobile food vending vehicles;

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MOBILE FOOD AND DRINK VENDORS TRADING ON PUBLIC PARKS, PLACES, ROADS AND RESERVES POLICY **ENV018**

SCOPE

The policy is a Local Approvals Policy prepared and adopted under Section 158 of the Local Government Act 1993.

This policy applies to all Council controlled land within Lachlan Shire Council.

The Policy does not apply to the use and operation of any food truck or food vendor that is used on private land. Such activities may be exempt from a requirement to obtain development consent, subject to the provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

DICTIONARY

Council Controlled land includes all of the land used for vehicular traffic and parking, as well as any footway, shoulder, kerb, and gutter.

Development approval means an approval issued by Lachlan Shire Council or Certifying Authority.

Mobile food and drink vendor means a food and or drink truck, van, cart or other similar vehicle used for the on-site preparation and/or the sale of any type of food and or drink including pre-packaged.

POLICY

The Policy is made and will be enforced under the Local Government Act 1993 and applies to all Council controlled land within the Lachlan LGA.

The Policy was adopted by Council on (dd/mm/yyyy) and came into operation on (dd/mm/yyyy).

The Policy applies to the following activity, as specified in the Table under Section 68 of the Local Government Act:

7 Use a standing vehicle or any article for the purpose of selling any article in a public place

For the purposes of this policy a 'standing vehicle' includes any mobile food and drink vendor that has stopped to make a sale, or with intention to sell.

When will the policy be revoked?

In accordance with Section 165(4) of Local Government Act 1993:

(4) A local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election.

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RESPONSIBILITIES

1. Councils have general responsibilities for the stewardship and management of public roads and public places. Councils have specific powers and responsibilities under the Local Government Act 1993 to control street vending activity and the Roads Act 1993, gives Councils power to control footway restaurants and structures on public roads. Under the Local Government Act 1993, Councils may use local approval policies to establish formal criteria for street vending approvals.
2. Transport for NSW, in principle, does not favour street vending activities on classified roads for traffic flow and safety reasons.
3. NSW Police may undertake enforcement of the road transport legislation. In relation to street vending activities.
4. Mobile Food Vehicle operator:
 - a. In the first instance discuss your mobile food vendor proposal with Council by phoning 6895 1900. If the proposal is considered feasible, continue with the following steps.
 - (i) Register the Mobile Food Vehicle with Council using the relevant form. See www.lachlan.nsw.gov.au
 - (ii) Provide Council with written documentation outlining operator processes for ensuring the safety of users and the general public. This will include details regarding; vehicle, types of goods and services to be traded, a site risk assessment and safe operating procedures.
 - (iii) All mobile food vendors should be fully self-contained and not rely on Council to provide power, water or sewer services.

POLICY DETAILS

Part 1 –

Exemptions from the necessity to obtain Approval

There are no exemptions under the Policy for mobile food vehicles on Council controlled land such as parks, places, roads and reserves.

Note: Section 158(3) of the Local Government Act 1993 requires a Local Approvals Policy to specify the circumstances (if any) in which a person would be exempt from the necessity to obtain a particular approval from Council. To ensure the safety of food for human consumption, there will be no exemptions for compliance with the Policy in relation to mobile food vehicles.

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Part 2 –

2.1 - Criteria Council must consider when determining applications for Mobile Food and Drink Vendors

2.1.1 General Requirements of mobile food and drink vendors:

- a) Approval under Section 68 of the Local Government Act 1993 is required prior to commencement of operation of a mobile food and drink vehicle on Council controlled land. A mobile food and drink vendor operating without the required approval is an offence.
- b) An application for approval to use a mobile food and drink vehicle is to be made on the approved form. The prescribed fee is also to be paid before the application is assessed.
- c) Prior to the issue of an approval under this Policy, the mobile food and drink vehicle is to be made available for inspection by Council’s officers as required. Council will charge a fee for inspecting the mobile food and drink vehicle as per Council’s adopted Fees and Charges Schedule.
- d) All Approvals will be issued with an end date of 30 June each year, to enable an annual review and re-issue of approvals.
- e) Operators are to notify the food business to Council.
- f) Applications to renew approvals are to be lodged with Council a minimum of 14 days prior to the expiration of current approvals.
- g) The criteria to be used in the assessment of a mobile food vendor for approval will include all the relevant provisions contained in the standards as set out in Part 2 of the Policy, the Food Act 2003, Food Regulation 2015 and the Food Standards Codes.
- h) Approvals will be issued subject to conditions, including but not limited to compliance with the Policy.
- i) Only the sale of foodstuffs and drinks will be allowed by mobile food and drink vendors. No sale of alcohol, cigarettes or other products from mobile food vehicles will be approved.
- j) The applicant is to submit a copy of a broad form public liability insurance indemnifying the applicant against any actions, suits, claims, demands or proceedings for death or injury to any third party or parties or loss of, or damage to, any property, with an indemnity amount of not less than \$20,000,000 per occurrence and noting Council as an interested party. The Insurance is to be valid at all times from the date of approval through to the date the approval lapses.
- k) The applicant is to submit copies of valid insurance policies that protect the applicant:
 - (i) Against any injury to any third party or parties under Compulsory Third Party Insurance as required by the NSW Motor Accidents Act 1988; and
 - (ii) Against loss of, or damage to, any property whatsoever caused by the use of the vehicle when being driven by the Licensee, an employee of the Licensee, an independent contractor or any other person (including a person not employed by the Licensee). The policy is to have a limit of indemnity of not less than \$20,000,000 and shall be extended to include “CTP Gap Coverage Endorsement” cover. The policy shall note the interest of the Council as an insured.
 - (iii) The Insurance is to be valid at all times from the date of approval through to the date the approval lapses.

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(iv) This is also to include the Products Disclosure Statement and/or Policy Wording.

2.2 - Criteria Council must consider when determining an application to operate a Mobile Food and Drink Vehicle on Council owned and controlled roads

2.2.1 Location

Mobile food and drink vendors permitted to operate on Council owned and controlled roads are to:

- a) Be located within existing lawful parking spaces.
- b) Comply with the local parking restrictions.
- c) Comply with relevant road rules.
- d) Not 'set up stand' nor remain at any one selling point for more than 15 minutes without a customer. The vehicle must move a minimum of 500 metres between each selling point.
- e) Not trade on main roads and through streets with a speed limit of greater than 50km/h, or 80km/h where the carriageway has wide shoulders.

Mobile food and drink vendors permitted to operate on Council owned and controlled roads must not:

- a) Operate within 150 metres of a food and drink premise or boundary of an event licensed or approved to occur on Council land.
- b) Sell to any person that is standing on a within an active vehicle pathway of a road (restriction includes carparks and other areas where customers could be standing in the way of an active vehicle path).
- c) Be within five (5) metres of an intersection when making a sale, or attempting to make a sale.
- d) Impact on bicycle paths, pedestrian ramps, footpaths, public street furniture, fire hydrants, telephone booths and post boxes, or the like.
- e) Be longer than 7.5m unless a separate Road Occupancy Permit is sought.
- f) Remain in any public, on-road location overnight.
- g) Provide tables or chairs, or other seating or furniture.
- h) Be on classified roads until the concurrence of the RMS has been provided. This restriction applies to any advertising that maybe planned to be installed on the classified road.
- i) Stop on a hill or bend where sight distance is limited nor located in front of driveways or entrances to properties unless the permission of the property owner has been obtained.
- j) Use additional flashing or rotating lights, except those required under Motor Traffic legislation.

2.2.2 Proximity to existing comparable premises

No operating mobile food and drink vendor is to be positioned within 150m of an operating food and drink service premise. This minimum distance requirement is measured in a straight line from the closest point of the food vehicle (location) to the main entrance of a food and drink premise, or boundary of a licensed event area.

2.2.3 Parked mobile food and drink vendors are to operate so as to:

- a) Not impact on or conflict with any marked bicycle paths;
- b) Ensure access to pedestrian ramps and footpaths are not compromised;
- c) Ensure that access or egress from any building is not restricted by the operation of the food vehicle; and
- d) Ensure access to public street furniture such as seats, bicycle parking, drinking fountains, rubbish bins, fire hydrants, telephone booths and post boxes or the like.

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Council will use the following principles in determining the suitability of any mobile food and drink vendor locations:

- Proximity to residential properties (potential residential amenity impacts).
- Proposed hours of operation (consideration of other food and drink premises in proposed location).
- Road, road-user and pedestrian safety.
- Availability of alternate locations.

2.2.4 Vehicle Specifications

- Food and drink vehicles must be no wider than 2.5m.
- Additionally, vehicles 7.5m or greater in length may require separate Road Occupancy Permits. 3.3.5

2.2.5 Registration Requirements

- The mobile food and drink vendor will need to be a registered food business. Upon proof of being registered, the mobile food and drink vendor will be inspected in accordance with their risk category.

2.2.6 General Requirements in Accordance with Food Safety Standard 3.2.3

The design and construction of a mobile food vehicle is to:

- a) Be appropriate for the types of food produced and activities conducted;
- b) Provide adequate space for all activities and for all equipment to be used or stored;
- c) Allow easy cleaning/sanitising procedures of all structures and equipment;
- d) Prevent entry of pests, dust, fumes, smoke and other contaminants; and
- e) Exclude favourable sites for pests to harbour (live and breed).

Further details on these requirements are contained within the Guidelines for Mobile Food Vending Vehicles, prepared by the NSW Food Authority. All mobile food vendors approved by Council are required to comply with these guidelines.

2.3 - Criteria Council must consider when determining an application to operate a Mobile Food and Drink Vehicle on Council controlled Parks, Place and Reserves

2.3.1 Location

Mobile food and drink vendors permitted to operate on Council parks, places and reserves must not:

- a) Operate within 150 metres of a food and drink premise or boundary of an event licensed or approved to occur on Council land.
- b) Sell to any person that is standing on a within an active vehicle pathway of a road (restriction includes carparks and other areas where customers could be standing in the way of an active vehicle path).
- c) Impact on bicycle paths, pedestrian ramps, footpaths, play equipment, public furniture, fire hydrants, telephone booths and post boxes, or the like.
- d) Remain in the public park, place and reserve location overnight.
- e) Provide tables or chairs, or other seating or furniture.

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2.3.2 Proximity to existing comparable premises

No operating mobile food and drink vendor is to be positioned within 150m of an operating food and drink service premise. This minimum distance requirement is measured in a straight line from the closest point of the food vehicle (location) to the main entrance of a food and drink premise, or boundary of a licensed event area.

2.3.3 Mobile food and drink vendors are to operate so as to:

- a) Ensure access to pedestrian ramps and footpaths are not compromised;
- b) Ensure that access or egress from any building or pathway is not restricted by the operation of the food and drink vehicle; and
- c) Ensure access to public furniture such as seats, play equipment, bicycle parking, drinking fountains, rubbish bins, fire hydrants, telephone booths and post boxes or the like.

Council will use the following principles in determining the suitability of any mobile food and drink vendor locations:

- Proximity to residential properties (potential residential amenity impacts).
- Proposed hours of operation (consideration of other food and drink premises in proposed location).
- Public park, reserve and place user safety.
- Availability of alternate locations.

2.3.4 Registration Requirements

- The mobile food and drink vendor will need to be a registered food business. Upon proof of being registered, the mobile food and drink vendor will be inspected in accordance with their risk category.

2.3.5 General Requirements in Accordance with Food Safety Standard 3.2.3

The design and construction of a mobile food vehicle is to:

- a) Be appropriate for the types of food produced and activities conducted;
- b) Provide adequate space for all activities and for all equipment to be used or stored;
- c) Allow easy cleaning/sanitising procedures of all structures and equipment;
- d) Prevent entry of pests, dust, fumes, smoke and other contaminants; and
- e) Exclude favourable sites for pests to harbour (live and breed).

Further details on these requirements are contained within the Guidelines for Mobile Food Vending Vehicles, prepared by the NSW Food Authority. All mobile food vendors approved by Council are required to comply with these guidelines.

2.3.6 Associated Vehicles

The parking of any vehicles associated with the Mobile Food and Drink vendors in parks, is prohibited at all times, except for any positioning of the Mobile Food and Drink Vendor.

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Part 3 -

Other matters relating to approvals for all Mobile Food and Drink Vendors

3.1 Permitted days and hours of operation

The use of Council controlled land for the purpose of operating a mobile food and drink vehicle is restricted to 8:00am to 9:00pm each day, but only for a maximum period of 8 hours inclusive of set up and pack up times. Mobile food and drink vehicles are not to remain in any on-road location overnight.

3.2 Serving

Mobile food and drink vendors are not to operate with their serving window opening onto any part of an active vehicle pathway or a cycleway.

3.3 Customer seating

The placement of tables, chairs or other seating apparatus is not permitted at any time.

3.4 Waste Management and Recycling

Provisions for waste management are to include the following:

- a) Mobile food and drink vendors are responsible for the waste materials generated during the trading period. Waste materials such as food packaging should be collected in bins or suitable receptacles, bagged or contained, and stored and disposed of at the cost of the operator.
- b) Any waste produced by the operation of the mobile food and drink vendor is to be removed from the site via the mobile food vehicle at the end of the trading period.
- c) The trading area is to be left in a clean and tidy condition at the end of each trading interval.
- d) The trading approval holder is liable to reimburse Council for any cleaning cost incurred by Council during the duration of the trading period as a result of the operation of the mobile food and drink vehicle.
- e) Disposal of all liquid wastes generated within the mobile food vehicle is to be discharged to the sewer or as approved by an authorised Council Officer. Under no circumstances is liquid waste to be discharged to the ground or in the stormwater drain.
- f) Details of liquid waste and garbage disposal arrangements must be supplied with the application for the mobile food vehicle.
- g) Where feasible the packaging used for the sale of food should be selected for its suitability for recycling in the Lachlan Shire Council area. Details are available on <http://www.lachlan.nsw.gov.au>

Note: Approval of a mobile food vehicle is subject to compliance with the requirements of the Food Act 2003, Food Standard Code and all other conditions of approval.

The mobile food vendor approval issued by Council is to be displayed in a location that is clearly visible to customers at all times during operation. A copy of the full approval document is to be kept within the vehicle at all times and made available to an authorised Council officer upon request.

Failure to adhere to any condition of approval and/or legislative requirement may result in modification, suspension or revocation of an approval, in addition to the potential issuing of fines

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3.5 Signage

An approval under the Policy does not infer any approval for the erection or display of any sign or sign structure not directly attached to the mobile food and drink vehicles. The Policy does not allow the use of any temporary signage (e.g. A-frame boards) in association with the operation of any mobile food vehicle.

3.6 Animals and Pests

All practicable measures are to be taken to prevent pests (including birds, spiders and flying insects) from entering or remaining in the vehicle. No animal is permitted to enter any vehicle, whether the vehicle is in operation or not.

3.7 Water supply

The vehicle must be provided with an adequate supply of potable water stored in approved containers and suitably protected against contamination, for hand washing, cleaning equipment and for use of food preparation. There must also be an adequate supply of hot water for these purposes. The vehicle is to be equipped with a waste water tank external to the vehicle, of at least 50 litre capacity with an outlet of sufficient diameter to facilitate easy flushing and cleaning. All hot water for washing purposes is to be supplied from a suitable hot water system and should be piped so it can be mixed with cold water.

3.8 Control of pollution

Operators are to comply with the Protection of the Environment Operations Act 1997, which contains provisions relating to pollution, including prevention of offensive noise, smoke, odour and waste water discharges.

Wastewater is to be contained within the vehicle for later disposal to the sewerage system.

Noise: the emission of noise associated with the use of the vehicle, including the operation of any mechanical plant and equipment including generators, is to comply with the following:

- a) The use of the vehicle must be controlled so that any emitted noise is at a level so as not to create an "offensive noise" as defined in the Protection of the Environment Operations Act 1997.
- b) If any noise complaints are received and substantiated by an authorised Council officer, the officer may direct that the use of the food vehicle/business is to be suspended or moderated to prevent nuisance until attenuation measures are completed and Council has confirmed in writing that the use may resume.
- c) The operation of a mobile food vehicle is not to involve the use of any bell, music or other sound device to attract customers, nor while the vehicle is stationary.

3.9 Odour

If any odour or smoke complaints are received and substantiated by an authorised Council officer, then the use of the vehicle or apparatus is to be moderated as directed by an authorised Council officer as deemed necessary to prevent nuisance.

3.10 Food handling

The requirements for the handling of food for sale and human consumption are outlined in the Food Standards Code. The requirements also apply to pre-packaged food and low-risk food. Fact Sheets

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and user guides are available on the Food Standards Australia New Zealand website (www.foodstandards.gov.au).

3.11 Preparing food at home

A separate application and approval may be required for the preparation of food as part of a home business.

3.12 Use of separate premises

Where the operation of the mobile food vehicle involves the use of premises within the Lachlan Shire Council area, for the storage or preparation of food in conjunction with a mobile food vehicle, a Development Consent for such use may be required under the Environmental Planning and Assessment Act 1979. Any change in the permanent facilities is to be notified to Council.

3.13 Maintenance

The vehicle and its associated fixtures, fittings and equipment must be kept clean and in a good state of repair and working order, free from dirt, fumes, smoke, foul odours and other contaminants.

3.14 Non-compliance

Council's Authorised Officers may issue penalty infringement notices, orders, clean up notices, prevention notices or court attendance notices for noncompliance with the Policy and all related offences. Serious pollution incidences can also be prosecuted by state agencies such as the NSW Environment Protection Authority.

3.15 Fees and charges

The mobile food vendor will be required to pay the following charges with an application:

- a) A fee for inspecting the mobile food vehicle as per Council's adopted Fees and Charges Schedule.
- b) A Section 68 Part F (7) Approval Fee as per Council's adopted Fees and Charges Schedule.
- c) A daily usage fee for the use of the park or public reserve as per Council's adopted Fees and Charges Schedule. Additional fees for the use of Council electricity and water apply.

3.16 Damage Bonds

The mobile food vendor will be required to pay a bond as per Council's adopted Fees and Charges Schedule for the use of the area to cover damage to Council infrastructure and facilities.

LEGISLATION

Local Government Act 1993

Local Government Regulation 2005

Food Act 2003

Roads Act 1993

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State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

Greg Tory

GENERAL MANAGER

/ /

DRAFT

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9.2 RE - BRANDING OF COUNCIL AND A NEW BRAND FOR COUNCIL'S VISITOR ECONOMY

TRIM Number: R21/7

Author: Economic Development & Tourism Officer

PURPOSE

The purpose of this report is to advise Council of the results from a recent public questionnaire on Council branding, inform Councillors of the concept designs that have been developed from the questionnaire feedback and request Council approval to place the concept designs on public exhibition.

SUPPORTING INFORMATION

Draft concepts for public exhibition

BACKGROUND

Branding is a vitally important part of any business and a current, inclusive and cohesive brand reflects the type of community that will attract future residents and workers and encourage them to stay. It provides a catalyst for our community to be united and respected for their differences.

Branding gives your business an identity beyond its product or service. It gives consumers something to relate to and connect with.

Branding brings your employees pride. When you brand your company, you're not only giving your business identity, you're also creating a reputable, highly-regarded workplace. Strong branding can bring in strong employees.

At the Ordinary Meeting of Council in June 2020 Council resolved to prepare a new branding strategy for both Council and the visitor economy.

At the Ordinary Meeting of Council in September 2020, Council resolved to engage Orange City Council ('the consultants') to complete the branding/rebranding project. As part of the project the consultant would create a new corporate brand for Lachlan Shire Council as well as a tourism brand, as listed as an Operational Plan Action in item 2.1.1 of the current Lachlan Shire Council Community Strategic Plan.

ISSUES AND COMMENTS

The engaged consultant prepared a community consultation questionnaire to get a feel for the community and it's perception of where they live, the styles and colours that resonate and the social values within the community. The aim of the questionnaire was to draw common elements out, which could be used to develop an inclusive depiction for a new Council logo as well as branding for Council and Council's visitor economy.

The questionnaire was distributed in both paper and electronic format, to all of the towns and communities within the Shire and included face to face consultation and engagement with all sectors of the community. The consultation was undertaken from 23rd October to 11th December 2020. Information about the questionnaire was advertised in the local papers, on Council's website and on Facebook.

A total of 124 responses were received with the replies split evenly at 62 each for electronic and paper returns. From the electronic responses, 93 embraced the idea of the new logo with only 3 negative responses. Of the paper responses 34 positive and 28 negative submissions were received. This provides an overall positive response rate of 75% to changing/updating the current council logo.

The themes and feedback received during the public consultation period has been used by the consultant to prepare draft branding options for both the rebranding of Council's corporate brand as well as a new brand for Council's visitor economy.

Feedback on the Aboriginal components of the draft branding options were received from Wiradjuri artists as well.

The tourism brand is vitally important for Council as it is currently delaying the production of brochures and other marketing material (e.g. websites, etc.).

FINANCIAL AND RESOURCE IMPLICATIONS

There will be costs associated with the introduction of a new corporate and Visitor economy brands for Council. However these costs have not been quantified at this time and can be spend over several years by gradually replacing signage etc. rather than through an immediate rollout with subsequent financial impacts.

LEGAL IMPLICATIONS

Legal advice will be obtained during the exhibition to ensure the concepts are protected if they are adopted by Council.

RISK IMPLICATIONS

The risks to Council in not identifying/developing an appropriate brand/position are the same as any organisation. Branding assists in developing recognition, trust, consistency, respect and professionalism. Brand reputation is one of the biggest risks facing companies in the current economic climate and councils are no different.

Branding needs to stand out, not just by being different but by being both personally relevant and emotionally important to people. There is risk in keeping the same brand over time that it will lose its relevance to the community and therefore its emotional attachment.

STAKEHOLDER CONSULTATION

Community consultation was undertaken from 23 October to 11 December 2020 through a community questionnaire. The details of the consultation are discussed in the issues and comments section of this report.

It is recommended that the community consultation for the branding/rebranding options be publically exhibited in the same locations as the community questionnaire.

OPTIONS

1. Place the three options for the Shire corporate branding, as well as Council's current brand (logo) and the two tourism brands on public exhibition for a minimum period of 28 days and allow people to vote on their preferred option. A further report then be presented to Council outlining the outcomes of the exhibition period to allow Council to make a final decision on the branding.
2. Place the three options for the Shire corporate branding and the two tourism brands on public exhibition for a minimum period of 28 days and allow people to vote on their preferred option. A further report then be presented to Council outlining the outcomes of the exhibition period to allow Council to make a final decision on the branding.
3. Place the two tourism brands on public exhibition (only) for a minimum period of 28 days and allow people to vote on their preferred option. A further report then be presented to Council outlining the outcomes of the exhibition period to allow Council to make a final decision on the branding.
4. Reject the proposed concept designs and retain the existing logo for use as Council's corporate and visitor economy brand and identify reasons for the decision for communication to the community.

CONCLUSION

This report has advised Council of the outcomes of the public exhibition period for the community questionnaire. Utilising the feedback from the questionnaire, concept designs have been prepared

to rebrand Council's corporate identity as well as creating a new brand for Council's visitor economy. It is recommended that Council place the draft designs on public exhibition for a minimum period of twenty-eight (28) days, in the same locations/format as the original questionnaire.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 2.1 - A vibrant tourism industry.

CSP No. 2.1.1 – Delivery Program Action - Promote Lachlan Shire as a tourist destination – Operational Plan Action - Investigate new branding options.

CSP No. 4.2 - Strong effective and Responsive Council

DMP – Module 4 – Rebranding, Sections 3.1.1 and 3.4

ATTACHMENTS

1. Draft Branding Options [↓](#)

RECOMMENDATION

That

1. The Director Environment Tourism and Economic Development Report No. R21/7 be received and noted.
2. Council place the three options for the Shire corporate branding, as well as Council's current logo and the two tourism brands on public exhibition for a minimum period of 28 days and invite the community to vote on the preferred option.
3. A further report be presented to Council outlining the feedback received during the public exhibition period and the outcome of the community vote prior to Council's determination of the future brands.

Corporate Logo Options



Option 1



Option 2



Option 3

Tourism Logo Options



Option A



Option B

9.3 ALCOHOL PROHIBITED AREA OR ALCOHOL-FREE ZONE FOR ALBERT

TRIM Number: R21/37

Author: Director - Environment, Tourism and Economic Development

PURPOSE

The purpose of this report is to seek Council’s direction on a request from the NSW Police Force to declare the village of Albert an Alcohol Prohibited Area and/or an Alcohol-Free Zone.

SUPPORTING INFORMATION

Letter from NSW Police Force

Letter from the Rabbit Trap Hotel in Albert

BACKGROUND

Council have received a letter, dated 9 February 2020 requesting that Council declare Albert to be an Alcohol Prohibited Area and/or an Alcohol-Free Zone. The area the NSW Police have requested to be declared an Alcohol Free Zone (AFZ) is shown below:



Figure 1 – The area which NSW Police have requested to be declared an Alcohol Free Zone (AFZ)

However, they have highlighted two specific areas of concern, being the travelling stock route (on the opposite side of the road to The Rabbit Trap Hotel) and the parking areas within the Dandaloo Road reserve, adjacent to The Rabbit Trap Hotel, and adjacent to the children’s park and public toilet, which are shown overleaf:



Figure 2 - The Travelling Stock Route



Figure 3 - Parking areas within the road reserve adjacent to The Rabbit Trap Hotel, Owens Fuel and children's park

ISSUES AND COMMENTS

The letter from the NSW Police Force states:

“In the last few years, it has become common practice for young people to attend Albert for a night out, with the plan to ‘free camp’ in Albert, in either of the carparks or in the common. For some larger events, this has resulted in a situation not unlike an uncontrolled Bachelor and Spinster Ball, with major consequences for the community, council and police.

Major issues have arisen as a result such as-

- *Underage drinking,*
- *Drug use,*
- *Drink driving,*
- *Serious assaults,*
- *Offensive behaviour*
- *Damage to property, including council property, and*
- *Traffic offences*

Police have been attempting to police these issues with little to no result. There are often too many people, and too many offences in such a remote area.

The licensee of the Rabbit Trap Hotel has been working with police, despite the fact that most offences are occurring in public areas and not on the licensed premises. The Rabbit Trap has altered their operations in attempt to deter people attending Albert for the sole purpose of attending an uncontrolled event in the free camping areas.

Police are requesting that Lachlan Shire Council declare the public areas in Albert NSW either Alcohol Prohibited areas or Alcohol-Free Zones.

This will enable police to proactively police the cause of the issues, before they occur. Police will be able to attend these gatherings early and enforce these zones. This will reduce the amount of alcohol being consumed later in the evening, and will result in -

- less underage drinking*
- less property damaged to the township including council toilets*
- less dangerous and risky behaviour including burnouts,*
- less assaults*
- less noise complaints and*
- less offensive behaviour”*

Alcohol prohibited areas and alcohol free zones are different in that alcohol prohibited areas deal with public places (except for public roads, footpaths and car parks), whilst alcohol free zones deal with public roads, footpaths and car parks. They are dealt with under different sections of the *Local Government Act 1993*.

Alcohol Free Zone (AFZ)

The object of alcohol free zones is an early intervention measure to prevent the escalation of irresponsible street drinking involving serious crime. The drinking of alcohol is prohibited in an alcohol-free zone once it is established by Council. Pursuant to Section 644 Council can establish an alcohol free zone. Section 644 of the LG Act 1993 states:

“644 Proposal for establishment of alcohol-free zone

(1) A council may prepare a proposal for the establishment of an alcohol-free zone, either on its own motion or on the application of one or more of the following people—

- (a) a person who the council is satisfied is a representative of a bona fide community group active in the area,*
- (b) a police officer,*
- (c) a person who the council is satisfied lives or works in the area.*

(2) The application must be in the form set out in the guidelines in force under section 646 or, if there are no such guidelines, in the approved form.

(3) The proposal must comply with the guidelines (if any) in force under section 646.

(4) The proposed alcohol-free zone may comprise either or both of the following—

- (a) a public road or part of a public road,***
- (b) a public place that is a car park or part of a car park.***

(5) The proposal may provide for an alcohol-free zone to be established for a period not exceeding 4 years and for the zone to operate for the whole of that period or just for days on which particular special events occur.” (my emphasis)

There are public consultation requirements which must be met before Council can declare a public place as being an alcohol free zone (AFZ), outlined within Section 644A of the LG Act 1993. Only once the public consultation has been carried out can Council declare an area to be an AFZ. Once established the AFZ must be signposted and notice of the zone must be published in a manner which Council is satisfied is likely to bring the notice to the attention of members of the public (e.g. the local paper, etc.). The maximum duration of an alcohol-free zone is four years, although it may be re-

established at the conclusion of the original period, following a review by council of its continuing applicability. Alcohol-free zones may also be established for special events only.

Council already has two alcohol free zones, Lake Cargelligo and Condobolin which were re-established in 2018 until 21 July 2022.

There are 16 Local Government Areas (LGAs) that must consult with the NSW Anti-Discrimination Board before establishing either an AFZ or an Alcohol Prohibited Area. However, Lachlan Shire Council is not one of those LGAs.

Alcohol-free zones are enforced by the NSW Police Force. Any person observed to be drinking in an AFZ may have the alcohol in their possession immediately seized and tipped out or otherwise disposed of.

Alcohol Prohibited Areas (APA)

Section 632A(4) of the Act enables councils to declare any “public place” or “part of a place” to be an Alcohol Prohibited Area, except those places (public roads, footpaths and car parks) which are to be dealt with under the Alcohol Free Zone provisions of the LG Act.

Apart from the areas that APAs and AFZs apply to the enforcement powers are consistent across both areas. Police can confiscate and tip out alcohol in the possession of a person who is in an area where alcohol consumption is prohibited by a notice under section 632A of the Local Government Act 1993 (the Act).

A “public place” is defined under the Local Government Act 1993 as:

- “(a) a public reserve, public bathing reserve, public baths or public swimming pool, or*
- (b) a public road, public bridge, public wharf or public road-ferry, or*
- (c) a Crown reserve comprising land reserved for future public requirements, or*
- (d) public land or Crown land that is not—*
 - (i) a Crown reserve (other than a Crown reserve that is a public place because of paragraph (a), (b) or (c)), or*
 - (ii) a common, or*
 - (iii) land subject to the Trustees of Schools of Arts Enabling Act 1902, or*
 - (iv) land that has been sold or leased or lawfully contracted to be sold or leased, or*
- (e) land that is declared by the regulations to be a public place for the purposes of this definition.”*

We understand that Lot 7311 in DP 1164339 is a Travelling Stock Route (TSR) and therefore is a crown reserve. Therefore, the APA may not apply to the TSR. However, we are continuing our discussions with NSW Department of Industry - Crown Lands to confirm that this is the case.

FINANCIAL AND RESOURCE IMPLICATIONS

There will be costs associated with advertising the AFZ and/or APA as well as costs for installing the signage. It is estimated that these costs will be approximately \$3,000.

LEGAL IMPLICATIONS

The majority of the legal implications are addressed within the body of the report. We are continuing our discussions with NSW Department of Industry - Crown Lands to address how anti-social behaviour within the TSR could be managed if the AFZ/APA does not apply to this land.

Where a person does not cooperate with a request by the Police to hand over alcohol in an Alcohol Prohibited Area or Alcohol-Free Zone, they can be charged with obstruction under the Local Government Act 1993, which carries a maximum penalty of \$2,200.

RISK IMPLICATIONS

The AFZ/APA is being proposed as an early intervention measure to prevent the escalation of irresponsible street/public place drinking involving serious crime. Not proceeding with the AFZ/APA could allow matters to more easily escalate to serious crime.

Another risk is that people may stop camping in these areas altogether which may have adverse economic and social impacts on the village of Albert.

STAKEHOLDER CONSULTATION

Pursuant to the Local Government Act 1993 a proposal to declare an AFZ and/or an APA must be publically notified.

Section 644A of the Local Government Act 1993 states:

“(1) After preparing a proposal under section 644, the council may, by notice published in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned—

(a) declare that it proposes to establish an alcohol-free zone, indicating the location of the zone and the proposed period or special events for which it will operate, and

(b) state the place at which, the dates on which and the times during which a copy of the proposal may be inspected, and

(c) invite representations and objections from persons and groups within the area, indicating that any representations or objections by them must be made within 14 days after the date on which the notice is published.

(2) The council must give a copy of its proposal to each of the following persons, indicating that any representations or objections by the person must be made within 30 days after the date on which the copy is given—

(a) the officer in charge of the police station within or nearest to the proposed alcohol-free zone,

(b) each holder of a licence in force under the Liquor Act 2007 for premises that border on, or adjoin or are adjacent to, the proposed alcohol-free zone.

(c) (Repealed)

(3) If required to do so by the guidelines in force under section 646, the council must also give a copy of its proposal to the Anti-Discrimination Board, indicating that any representations or objections by the Board must be made within 40 days after the date on which the copy is given.

(4) The council must consider all representations and submissions that are duly made to it under this section.”

It is suggested that Council publish a notice in the Condobolin Argus, at the Rabbit Trap Hotel in Albert, at the post office in Tottenham and in a visible location within the two areas identified by the Police. The proposal will also be made available for inspection at The Rabbit Trap Hotel (with their permission).

OPTIONS

1. Decide to prepare a proposal to declare the entire village of Albert or part of Albert an Alcohol Free Zone and/or an Alcohol Prohibited Area and carry out the required public consultation with a further report to consider any submissions made before making a final declaration;
2. Decide not to proceed with a proposal and provide reasons for this decision.

CONCLUSION

Council is being requested to provide direction on a request from the NSW Police Force to declare the village of Albert an Alcohol Prohibited Area and/or an Alcohol-Free Zone. Given the matters raised by the NSW Police it is suggested that a proposal be prepared to declare Albert both an

Alcohol Prohibited Area and an Alcohol-Free Zone and the public consultation process be carried out before Council makes a declaration.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Community Strategic Plan - 4.2 Strong Effective Responsive Council

ATTACHMENTS

1. Letter from NSW Police [↓](#)
2. Letter from Licensee of The Rabbit Trap Hotel [↓](#)

RECOMMENDATION

That:

1. The Director Environment Tourism and Economic Development Report No. R21/37 be received and noted.
2. Council proceed with a proposal to declare Albert (as per the area shown in Figure 1 of this report) to be both an Alcohol Free Zone and an Alcohol Prohibited Area.
3. The proposal, to declare Albert an Alcohol Free Zone and an Alcohol Prohibited Area be placed on public exhibition for a period of twenty-eight (28) days and invite submissions/objections to the proposal.
4. A further report be considered by Council, outlining the details of any submissions/objections made during the notification period for Council's consideration before making any final declarations.

For Official Use Only



09/02/2021
Lachlan Shire Council

RE: Proposed Alcohol-Free Zone or Alcohol Prohibited area in Albert NSW

Albert NSW is a remote town on Dandaloo Rd, about 3km north of The Bogan Way. It is generally a small quiet town that is home to about 80 people and the famous Rabbit Trap hotel. The Rabbit Trap provides accommodation in their motel attached to the premises, or cabins and camping across the road. Adjacent to the camping area is a small fenced park with a playground, with free showers and toilets.

Adjacent to the Rabbit Trap, there is a carpark area that runs parallel to Dandaloo Rd, and travels along the side of the pub, to the fuel depot. Adjacent to the children’s park area is a similar carparking area.

On the opposite side of Dandaloo Road to the main street of Albert, is an area known as “the Common”. It comprises of bushland, a few dirt tracks and a dam. It is believed that this land is crown land. **See Annexure B**

In the last few years, it has become common practice for young people to attend Albert for a night out, with the plan to ‘free camp’ in Albert, in either of the carparks or in the common. For some larger events, this has resulted in a situation not unlike an uncontrolled Bachelor and Spinster Ball, with major consequences for the community, council and police.

Major issues have arisen as a result such as-

- **Underage drinking,**
- **Drug use,**
- **Drink driving,**
- **Serious assaults,**
- **Offensive behaviour**
- **Damage to property, including council property, and**
- **Traffic offences**

Police have been attempting to police these issues with little to no result. There are often too many people, and too many offences in such a remote area.

The licensee of the Rabbit Trap Hotel has been working with police, despite the fact that most offences are occurring in public areas and not on the licensed premises. The Rabbit Trap has altered their operations in attempt to deter people attending Albert for the sole purpose of attending an uncontrolled event in the free camping areas.

Tottenham Police Station - Central Western Police District

78 Umang St Tottenham 2870

T 02 6892 4001 W www.police.nsw.gov.au

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 613 180

TRIPLE ZERO (000)	POLICE ASSISTANCE LINE (131 444)	CRIME STOPPERS (1800 333 000)
Emergency only	For non emergencies	Report crime anonymously

For Official Use Only

For Official Use Only



NSW Police Force

Police are requesting that Lachlan Shire Council declare the public areas in Albert NSW either Alcohol Prohibited areas or Alcohol-Free Zones.

This will enable police to proactively police the cause of the issues, before they occur.

Police will be able to attend these gatherings early and enforce these zones. This will reduce the amount of alcohol being consumed later in the evening, and will result in -

- **less underage drinking**
- **less property damaged to the township including council toilets**
- **less dangerous and risky behaviour including burnouts,**
- **less assaults**
- **less noise complaints and**
- **less offensive behaviour**

This could also further result in the area changing its reputation and attracting more tourists who previously stayed away due to the poor behaviour.

It is proposed that the entire township of Abort be designated Alcohol Free, similar to Condobolin and Lake Cargelligo. By designating the entire township, there would be no loophole area for people to begin to congregate.

From a policing perspective, proactively policing the alcohol-free zones

- **Is more effective,**
- **More efficient and**
- **Cost effective**
- **safer approach to this developing issue.**

Please see **Annexure A** for a map of the proposed designated area. Also attached is a letter of support from the Licence of the Rabbit Trap hotel,

Regards,

Senior Constable Emma Tucker
39879
Tottenham Police
Central West Police District
02 68924001
tuck1emm@police.nsw.gov.au

Tottenham Police Station - Central Western Police District

78 Umang St Tottenham 2870

T 02 6892 4001 W www.police.nsw.gov.au

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TRIPLE ZERO (000)	POLICE ASSISTANCE LINE (131 444)	CRIME STOPPERS (1800 333 000)
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For Official Use Only

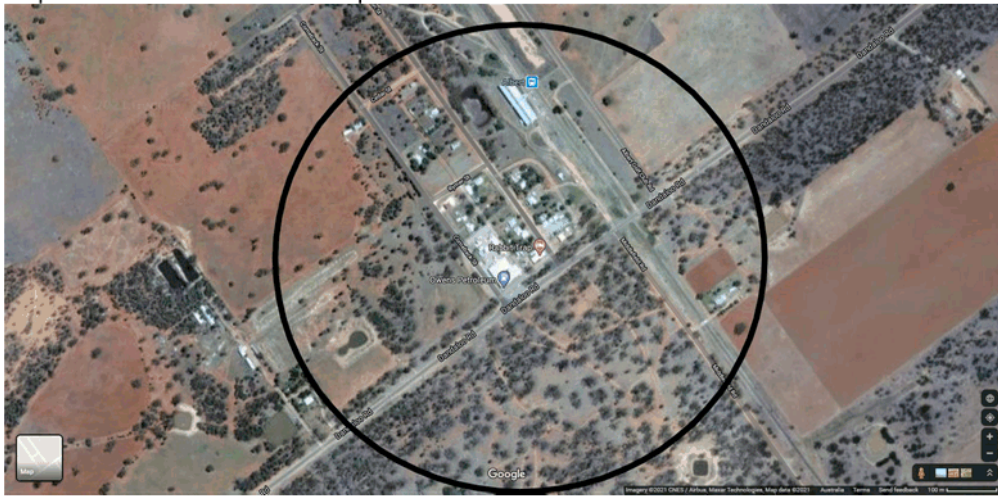
For Official Use Only



Annexure A

Proposed designated area for Alcohol Free.

All public areas in Entire township of Albert



Tottenham Police Station - Central Western Police District

78 Umang St Tottenham 2870

T 02 6892 4001 W www.police.nsw.gov.au

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 613 180

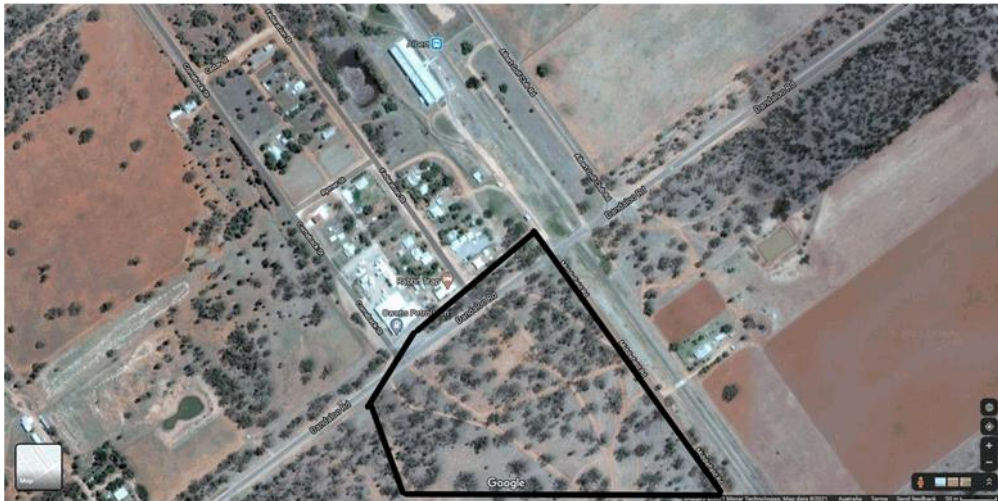
TRIPLE ZERO (000)	POLICE ASSISTANCE LINE (131 444)	CRIME STOPPERS (1800 333 000)
Emergency only	For non emergencies	Report crime anonymously

For Official Use Only

For Official Use Only



Annexure B
 Area of concern – ‘The Common’



Areas of concern – parking areas adjacent to The rabbit Trap and Owens fuel, and adjacent to the children's park and public toilet.



Tottenham Police Station - Central Western Police District

78 Umang St Tottenham 2870

T 02 6892 4001 W www.police.nsw.gov.au

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 813 180

TRIPLE ZERO (000) Emergency only	POLICE ASSISTANCE LINE (131 444) For non emergencies	CRIME STOPPERS (1800 333 000) Report crime anonymously
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For Official Use Only

Hi Emma,

I am writing this email to show my support of making Albert & the Free Camping grounds a NO ALCOHOL ZONE.

My biggest issue with running my business at the Rabbit Trap Hotel is the incidences & problems which stem from patrons FREE CAMPING & DRINKING.

As licensee, it is known that I am responsible for the actions of all patrons who attend my licensed venue. This proves a very challenging task when patrons feel they are entitled to walk back & forth to the camp grounds & the pub, bring their own alcohol, drink drive/burnout in the camping grounds & hold after hours parties once the pub has been closed.

I am trying my hardest to return the Rabbit Trap Hotel to a family friendly & fun pub, but the free camping grounds are working against me with their prior reputation among the younger generation. It is very challenging with the stigma attached that young ones can come from all over, host a party in the camp grounds & get away with what they would like or not be visited by police or receive any consequences for their behaviour.

I believe by making these areas a no alcohol zone, it would really assist me to cut down on the incidences, violence & anti social behaviour which is attached to the pub.

I fully support & would like to action the free camping zones around the pub to become an alcohol free zone.

If you need any further information or incidence examples, please let me know.

Mel Gleeson
Licensee
Rabbit Trap Hotel
0448453178

9.4 DEVELOPMENT DATA FEBRUARY 2021

TRIM Number: R21/39

Author: Manager- Town Planning

PURPOSE

This report is to provide Council with information in relation to development activity occurring within the shire during the previous month.

SUPPORTING INFORMATION

Council's Development Application data.

BACKGROUND

During the month of February 2021 there were three (3) applications lodged with a value totalling \$59,540. Four (4) approvals were issued within this time.

Development Applications and Complying Development Certificates Approved in February 2021.

Approval Number	Development Description	Location	Value	Delegated Authority/Council
2020/39	Erection of a dwelling	83 Loughnan Street, Lake Cargelligo	\$251,000	Delegated Authority
2020/48	Alterations and additions to existing clubhouse (Condobolin Sports Club)	Tasker Street, Condobolin	\$55,775	Delegated Authority
2020/50	Construction of a shed (Outbuilding)	54-56 Officers Parade, Condobolin	\$25,000	Delegated Authority
2021/1	Construction of a shed (Outbuilding)	70 McInnes Street, Lake Cargelligo	\$37,500	Delegated Authority
TOTAL No. OF APPROVED DEVELOPMENTS	4		\$369,275	

Comparison to Previous Year

Total **Number** of Applications **approved in February 2020:** 0

Total **Value** of Applications **approved for February 2020:** \$0

Development Applications and Complying Development Certificates Lodged in February 2021

Development Identifier	Development Description	Location	Value
DA2021/3	Alterations and additions to existing dwelling	40 Oppy Lane, Condobolin	\$50,000
DA2021/4	Temporary event on 6 March 2021 at Rabbit Trap Hotel	Part Federation Street, Albert	\$0
DA2021/5	Installation of swimming pool	59 McDonnell Street, Condobolin	\$9,490
TOTAL	3		\$59,490

Comparison to Previous Year

Total Number of Applications **received in February 2020**: 5

Total Value of Applications **received for February 2020**: \$1,261,900

Processing Times for Approvals

A total of thirty two (32) approvals have been issued this financial year at an average of 31 days, which is within the legislative timeframe for approvals.

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. The community and adjoining owners are often engaged in regards to applications.

OPTIONS

1. Receive and note the report.

CONCLUSION

Development Application and Complying Development Certificate approved data reveals a total development value of \$6,550,717 for applications approved in the 2020/2021 financial year.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Build Civic Leadership and Pride

Community Strategic Plan - 4.2 Strong Effective Responsive Council.

ATTACHMENTS

Nil

RECOMMENDATION

That:

1. The Director Environment Tourism and Economic Development Report No. R21/39 be received and noted.

9.5 FY2021 PROJECT MONTHLY UPDATE FOR FEBRUARY/MARCH

TRIM Number: R21/47

Author: Manager - Projects and Building

PURPOSE

The purpose of this report is to provide a summary of projects currently being undertaken by the Environment, Tourism and Economic Development Department. The execution and completion of works varies on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

SUPPORTING INFORMATION

Nil

BACKGROUND

Council has adopted the 2020/21 budget and associated Delivery and Operational Plans. This report provides updates on the delivery of the capital projects in regard to buildings.

ISSUES AND COMMENTS

Project	Budget	Funding Source	Expend. To Date	Forecast Expend.	Comments
Gum Bend Lake Amenities Upgrade	\$373k	\$300k NSW Drought Stimulus Package (DSP) plus Council funds \$75k	\$19k	\$373k	Contracts have been signed. Works are to commence early April 2021.
Lake Cargelligo Showground Amenities & Stables	\$398.5k	SCCF R2	\$318,435	\$398.5k	Project completed - Acquittal has been lodged.
Council's administration building (Condobolin) roof renewal	\$265k	100% Council funds	\$3k	\$265k	Contracts have been signed. Works commenced 20 March 2021.
Tottenham Caravan Park Amenities Upgrade	\$170k	\$125k DSP plus \$45k Council funds	\$145k	\$170k	Project to be completed by the end of April 2021.
Lake Cargelligo Caravan Park Amenities Upgrade	\$125k	DSP	\$18k	\$125k	Works have commenced and expected to be complete by the end of April 2021.
Tottenham Youth Club Renovation	\$57,046	SCCF R3	\$26k	\$57,046	Roof completed. External cladding to be provided by late March

Lake Cargelligo Pool Amenities Upgrade	\$1.1 million	\$825K BBRF R4 plus Council funds \$275K	\$20k	\$1.1m	Contracts have been signed. Works to commence April 2021
Condobolin and District Historical Museum - Extension to Museum and Display Enhancements	\$77,765	SCCF R3	\$6k	\$77,765	Alternative designs being finalised in consultation with the Museum Committee. Current proposal does not meet BCA requirements and must be modified.
Condobolin Works Depot	\$7,246,707.60	\$6,000,000 Loan and remaining \$1.25m from Council reserves	\$199k	\$7,246,707.60	Contracts signed. Works commenced 8 March 2021.
Lake Cargelligo Memorial Hall	\$30k	Drought Stimulus Program	\$21k	\$30k	Kitchen nearing competition and awaiting installation of curtains.
Provision of new Animal Shelter	\$300k	Local roads and Community Infrastructure Program – Rd1	\$7.3K	\$300k	Plans finalised and Planning Proposal gateway approval has been received.
Solar Project	\$1.1m	Local roads and Community Infrastructure Program – Rd1	Nil	\$1.1m	Quotations received for 12 projects. Two contracts for 8 projects have been awarded. Work will commence shortly. A report for a project in Lake Cargelligo is included in this business paper.
Lachlan Shire Visitor Information Centre	\$3,288,798	Growing Local Economies Fund	\$50K (Approx)	\$3,288,798	PWA engaged to provide Project Management Services. PCG established to oversee project delivery. PWA have conducted EOI processes to appoint a Head Design Consultant and establish a panel of contractors for a selective tender process to construction the project.

FINANCIAL AND RESOURCE IMPLICATIONS

Project management and financial controls are in place to manage financial and resource expenditure.

LEGAL IMPLICATIONS

Nil. All project materials and services have been procured in accordance with the requirements of the NSW Local Government Act 1993 and Council's procurement policy.

RISK IMPLICATIONS

Project management and financial controls are in place to manage time and budget risks and projects have been assessed against relevant legislative requirements to minimise Council's exposure to risk.

Risks surrounding project delivery are being managed through the use of external project managers such as Pubic Works advisory and a temporary Project Management Officer is being engaged to assists with the delivery of building projects.

STAKEHOLDER CONSULTATION

Council's fortnightly news column, Talking Tottenham and Mayoral Newsletters update the community on the major improvement works being undertaken around the Shire.

Community consultation has been undertaken in relation to the projects, either through the Community Strategic Plan, through requests for projects to receive grant funding and/or through reports to Council advising of the projects which are being put forward for progression.

OPTIONS

1. Receive and note the report

CONCLUSION

This report updates Council on the capital improvements/new work being undertaken by the Environment, Tourism and Economic Development Department.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 4.2 Strong effective and Responsive Council

ATTACHMENTS

Nil

RECOMMENDATION

That:

1. The Director of Environment, Tourism and Economic Development Report No.R21/47 be received and noted.

9.6 DRAFT KEEPING OF DOMESTIC ANIMALS POLICY

TRIM Number: R21/51

Author: Environment & Waste Coordinator

PURPOSE

The purpose of this report is to seek Council's endorsement of the draft Keeping of Domestic Animals Policy (the Policy). The Policy will clearly provide a fair and consistent approach to the keeping of domestic animals within the Shire.

SUPPORTING INFORMATION

Draft Keeping of Domestic Animals Policy

BACKGROUND

A Companion Animal Policy was originally adopted by Council in 2015. A review of the policy has been undertaken to incorporate regulatory powers concerning the keeping of animals in the Lachlan Shire Council area and the process which Council uses to determine when to enforce the controls within the policy.

ISSUES AND COMMENTS

It is not intended to aggressively enforce the controls contained within this policy but rather to work with the owner/s of domestic animal/s to ensure that the keeping of domestic animal/s does not have an adverse impact on the amenity of the locality and/or occupants of adjoining premises.

This policy provides guidance about the criteria Lachlan Shire Council staff will use when determining whether to undertake enforcement action when animals cause amenity issues within the community. The policy clearly communicates the intention that Council officers will act only upon receipt of a complaint.

FINANCIAL AND RESOURCE IMPLICATIONS

The Policy has been prepared by staff within existing budgets and no financial implications have been identified.

LEGAL IMPLICATIONS

This Policy supports the obligations and requirements outlined in the Companion Animals Act 1998, Local Government Act 1993 or the Prevention of Cruelty to Animals Act 1979.

RISK IMPLICATIONS

The lack of a current policy addressing the keeping of domestic animals creates uncertainty for owners and Council staff. It means that decisions about the keeping of animals in urban areas can be inconsistent and makes enforcement action difficult when and if required. Having a policy in relation to keeping of animals minimises this risk.

STAKEHOLDER CONSULTATION

It is proposed the draft Policy be placed on public exhibition for a minimum of 28 days.

The draft Policy will be available for comment on Council's website and a media release will be placed in each of the local newspapers. Social media will also be used to advertise the exhibition of the draft policy and how the public can comment on the draft policy.

The outcomes from the public exhibition of the policy will provide feedback to assist Council in the finalisation and or adoption of the policy.

OPTIONS

1. Place the draft Keeping of Domestic Animals Policy on public exhibition for a minimum period of 28 days and invite submissions on the policy during this period.
2. Amend the draft Keeping of Domestic Animals Policy prior to placing the policy on public exhibition for a minimum period of 28 days period and invite submissions on the policy during this period.
3. Decide not to proceed with the creation of the draft Keeping of Domestic Animals Policy.

CONCLUSION

Council currently has a Companion Animal Policy which is overdue for review, with the last review being conducted in 2015. The Companion Animal Policy has limited information regarding the keeping of domestic animals and it is proposed the Keeping of Domestic Animals Policy will replace the existing Companion Animal Policy.

The introduction of the policy aims to provide clarification and transparency around the appropriate keeping of domestic animals to ensure that there is a consistent approach throughout the Shire.

This policy provides guidance about the criteria Lachlan Shire Council will use when determining whether to undertake compliance action when it becomes aware that animals are causing some form of undesirable impact within the community.

This report seeks Council's endorsement to place the draft Keeping of Domestic Animals Policy on public exhibition for a minimum period of 28 days.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 4.2 Strong effective and Responsive Council
- 5.3 Ensure that animals are properly controlled

ATTACHMENTS

1. **Draft Keeping of Domestic Animals Policy** [↓](#)

RECOMMENDATION

That:

1. The Director of Environment, Tourism and Economic Development Report No. R21/51 be received and noted.
2. The draft Keeping of Domestic Animals Policy be placed on public exhibition for a period of 28 days, allowing for public submissions to be made.
3. A further report be presented to Council detailing any submissions received on the draft Policy during the exhibition period for the consideration of Council prior to adoption of the policy.



Policies, Procedures and Guidelines

POLICY - KEEPING OF DOMESTIC ANIMALS

BACKGROUND

This policy seeks to inform the Lachlan Shire community of Council’s regulatory powers concerning the keeping of animals in the Lachlan Shire Council area and the process which Council uses to determine when to enforce the controls within the policy.

The Policy aims to:

- (a) Minimise the incidence of nuisance being caused to persons;
- (b) Protect the welfare and habitat of wildlife; and
- (c) Safeguard the environment.

It is well documented that the keeping of companion animals and/or pet animals is usually most beneficial to the well-being of people.

As such, it is not the intent of Council nor the policy to aggressively enforce the controls within this policy but to work with the owner/s of the domestic animal/s to ensure that the keeping of domestic animal/s does not have an adverse impact on the adjoining premises.

Nevertheless, on occasions, complaints are made to Council where animals of an inappropriate kind or number are being kept or where the animals and their accommodation are not being looked after properly.

Implementation of Policy

It is not the intent of Council nor the policy to aggressively enforce the controls within this policy but to work with the owner/s of the domestic animal/s to ensure that the keeping of domestic animal/s does not have an adverse impact on the adjoining premises.

This policy provides guidance about the criteria Lachlan Shire Council will use when determining whether to issue an order when it becomes aware that animals are causing some form of undesirable impact on the community.

It makes it clear that the intention of this Policy is that Council officer’s will act only on complaint.

The policy provides guidance on the steps that Lachlan Shire Council will follow in an attempt to resolve any undesirable impacts associated with the keeping of domestic animals.

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: council@lachlan.nsw.gov.au				Page 1 of 18
Version:	Commencement Date:	Last Review Date:	Next Review Date:	TRIM No.

POLICY - KEEPING OF DOMESTIC ANIMALS

OBJECTIVE

- To inform the community of the main statutory restrictions and acceptable limits which apply to the keeping of certain animals for domestic purposes.
- To give guidance and advice to persons as to the keeping of animals for domestic purposes.
- To minimise local nuisance and maximise residential amenity, and to ensure that the keeping of animals does not compromise minimum standards of public health, safety and convenience.
- To establish local standards, acceptable to the Community, for the keeping of animals.
- To publicly notify the circumstances that the Council will consider in determining whether to serve an Order under section 124 of the Local Government Act 1993 to prohibit, restrict or some other way, require things to be done regarding the keeping of animals.

SCOPE

This policy applies to animals kept for domestic purposes, as companion animals, pets or for hobby interests. This Policy is not intended to replace or supersede the requirements of the Companion Animals Act 1998, Local Government Act 1993 or the Prevention of Cruelty to Animals Act 1979.

More stringent conditions will be applied to the keeping of animals for commercial purposes, including boarding, breeding, grooming, caring, treatment, training, racing, exhibiting, trading or selling.

Where it is intended to keep animals for any commercial purposes, it is necessary that a development application be submitted to Lachlan Shire Council and planning consent obtained. Consent to the operation of Commercial Animal Establishments may not be allowed where Council considers that the proposal would be harmful to the amenity of the locality.

GUIDELINES FOR THE NUMBER OF ANIMALS TO BE KEPT ON PREMISES

Lachlan Shire Council regularly receives complaints about nuisance caused by the keeping of animals on premises. Table 1 below provides guidance about the number of animals which Council reasonably believes can be kept at a premises without causing a significant nuisance, provided the conditions specified in the table are adhered to.

The kind of animal that is suitable to be kept at any premises will be determined having regard to the size of the available yard area and the distance to the nearest dwelling or other prescribed building. Certain statutory requirements also apply, as noted in the Table of Requirements.

It should not be assumed that animals of all kinds may be kept on premises which are part of a multiple dwelling allotment. Where a dwelling is owned within a Strata Plan, it will be necessary for the rules of the Body Corporate to be examined for requirements relevant to the keeping of animals.

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Animals should be kept in a manner which does not:

- (a) Create unclean or unhealthy conditions for people or for the animals;
- (b) Attract or provide a harbourage for vermin;
- (c) Create offensive noise or odours;
- (d) Cause drainage nuisance or dust nuisance;
- (e) Create waste disposal problems or pollution problems;
- (f) Create an unreasonable annoyance to neighbouring residents;
- (g) Cause nuisance due to proliferation of flies, lice, fleas or other pests and parasites; and
- (h) Cause neighbouring residents to fear for safety.

Suitable facilities and shelters should be provided for all animals. Certain kinds of animals are required to be kept in enclosed locations to prevent escape or attack by predators. Generally other animals are to be securely enclosed with adequate fencing to prevent escape.

Certain animal shelters should not be erected or located at premises without prior approval of Council. Please contact Lachlan Shire Environment, Tourism and Economic Development Department for further details.

Design guidelines for the size, layout and construction of animal shelters are produced by the various animal welfare organisations and the Department of Agriculture & Water Resources. These may be adopted from time to time as supplements to this policy.

COUNCIL’S POWER TO CONTROL AND REGULATE THE KEEPING OF ANIMALS

Generally, Council’s powers to control and regulate the keeping of animals are provided under Section 124 of the Local Government Act 1993 and the Local Government (General) Regulation 2005. *This is not a new power and has been available to Council since 1993.*

This Policy is intended to be used by Council to provide guidance about the criteria Lachlan Shire Council will use when determining whether to exercise its powers and issue an order when it becomes aware that animals are causing some form of undesirable impact on the community.

It is not the intent of Council nor the policy to aggressively enforce the controls within this policy but to work with the owner/s of the domestic animal/s to ensure that the keeping of domestic animal/s does not have an adverse impact on the adjoining premises.

Lachlan Shire Council may, in the appropriate circumstances, issue an Order to:

- (a) Prohibit the keeping of various kinds of animals;
- (b) Restrict the number of various kinds of animals to be kept at a premises; and
- (c) Require that animals be kept in a specific manner.

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Lachlan Shire Council may also issue Orders requiring:

- (a) The demolition of animal shelters built without the prior approval of Council; and
- (b) The occupier to do or refrain from doing such things as are specified so as to ensure that land or premises are placed or kept in a safe or healthy condition.

It is advised that Lachlan Shire Council can exercise further controls over animals under the following Acts:

- (a) Companion Animal Act 1998;
- (b) Protection of the Environmental Operations Act 1997;
- (c) Environmental Planning and Assessment Act 1979;
- (d) Impounding Act 1993; and
- (e) Food Act 2003 (prohibits animals to be kept where food is handled for sale).

GIVING ORDERS BY COUNCIL

Upon complaint, Lachlan Shire Council will undertake the following to determine if it is necessary for Council to enforce the restrictions identified in Table 1 and Table 1a.

- Undertake an inspection of the premises;
- Identify any areas of concern eg: odour, noise, proximity to dwelling and the like;
- Discuss any concerns with the owner/tenant of the premises and/or domestic animal/s;
- Give verbal directions in the first instance to assist the owner of the animal/s to ensure that the keeping of their domestic animal does not have an adverse impact on the amenity of the adjoining premises;
- Undertake follow-up inspections to ensure verbal directions have been implemented
- Monitor the premises to ensure the keeping of their domestic animal does not have an adverse impact on the amenity of the adjoining premises;
- Liaise with community representatives with regard to solving the problem, if needed;
- Inform the complainant of outcome of the investigation.

Where a problem/s is identified with the keeping of animals and it cannot be resolved by consultation, Council will proceed to issue a notice of its intention to serve an Order and/or enforcement of the restrictions within the policy.

In situations where urgency is required, an emergency Order may be issued without prior notice.

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TABLE OF REQUIREMENTS

The following table indicates the requirements and relevant considerations regarding the keeping of animals and the restrictions in place.

Table 1 – Requirements for keeping of domestic animals

ANIMAL	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
Dogs	Condobolin, Lake Cargelligo & Tottenham	2	Not applicable	Where complaints are received the criteria in Appendix 1 will be used.
Cats	Condobolin, Lake Cargelligo & Tottenham	2	Not applicable	Where complaints are received the criteria in Appendix 2 will be used
Chickens (excluding roosters)	Condobolin, Lake Cargelligo & Tottenham	No maximum numbers	7.5 metres However, Council require, on the keeping of domestic poultry or fowl, a distance greater than 9 metres in some cases.	The numbers must be appropriate to provide poultry products, including eggs, for domestic consumption of the family living at the premises, e.g. For a family of four it may be acceptable to allow eight chickens which would ideally provide eight eggs per day (two eggs per person). The keeping of poultry must not create a nuisance or be dangerous or injurious to health. Poultry yards must at all times be kept clean, free from rats and mice, and free from offensive odours. Poultry yards must be enclosed to prevent escape of poultry. Hard paving should be provided under roosts in poultry houses to ensure effective cleaning.

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ANIMAL	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see note A)	ADVISORY NOTES
Roosters	Condobolin, Lake Cargelligo & Tottenham	Prohibited in urban areas	Not applicable	The keeping of roosters is not considered appropriate in urban areas due to noise.
Other poultry including ducks, geese, turkeys, peafowl, guinea fowl and pheasants	Condobolin, Lake Cargelligo & Tottenham	One per person with a maximum of five in total.	7.5 metres	Same as for chickens.

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ANIMAL	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
Pigeons	Condobolin, Lake Cargelligo & Tottenham	100 racing birds or 40 stock birds for registered active members of Pigeon Fanciers or Racing Clubs. Non-members of Pigeon Fanciers Clubs or Racing Associations will be permitted to keep up to 20 birds.	15 metres	Nuisance due to noise and also free flight of pigeons is to be minimised. Flying times should be restricted to either 2 hours after sunrise or 2 hours before sunset. Lofts must be constructed to Council approval on hard paving of a smooth surface, or with a suspended floor elevated 800 mm above the ground. Racing pigeon lofts should have adequate visible landing platforms. On no account should birds be allowed to roost on neighbouring buildings. "Open" lofts are not permitted. Free lofting is not permissible. Lofts are to be kept clean at all times. Manure is to be cleaned up daily and disposed of correctly. To minimise odours owners must design and manage lofts to prevent manure becoming wet in rain or during cleaning.

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ANIMAL	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
All birds except where otherwise specified	Condobolin, Lake Cargelligo & Tottenham	<p>As appropriate to species, size of cage/aviary or bird room.</p> <p>Keepers of more than 50 birds should be members of official Aviculture societies.</p>	6 metres	<p>Cages and aviaries must be of appropriate size and regularly cleaned.</p> <p>For budgerigars, generally allow a maximum of 30 birds per cubic metre of aviary.</p> <p>All birds should be kept in accordance with the NSW Animal Welfare Code of Practice No 4 - Keeping and Trading of Birds.</p> <p>A National Parks and Wildlife permit is required to keep more than 19 protected birds, or if you wish to sell a protected bird.</p> <p>Registered bird breeders may keep more breeding/show birds but are subject to the requirements of the POEO Act 1997.</p> <p>Noisy birds should be restricted in number and are subject to the requirements of the POEO Act 1997.</p>

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ANIMAL	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
Sulphur crested cockatoo and long billed corella	Condobolin, Lake Cargelligo & Tottenham	2 if kept in portable cages 4 if kept in an aviary	3 metres or within dwelling 6 metres	Sulphur crested cockatoo and long billed corellas are likely to be noisy if kept as single caged birds. Registered bird breeders may keep more breeding/show birds but are subject to the requirements of the POEO Act 1997. Noisy birds should be restricted in number and are subject to the requirements of the POEO Act 1997.
Sheep and Goats	Condobolin, Lake Cargelligo & Tottenham	Prohibited in urban areas. Refer to Table 8(a)	Not applicable.	The keeping of goats is not considered appropriate in urban areas due to odours and noise. The provisions of the Local Government (General) Regulation 2005 apply.
Pigs	Condobolin, Lake Cargelligo & Tottenham	Prohibited in urban areas Refer to Table 8(a)	Not applicable	The keeping of pigs is not considered appropriate in urban areas due to odours and noise. The provisions of the Local Government (General) Regulation 2005 apply.

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ANIMALS	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
Other Hooved Animals - except horses	Condobolin, Lake Cargelligo & Tottenham	Prohibited in urban areas.	Not applicable	The keeping of hooved animals is not considered appropriate in urban areas due to odours and noise. The provisions of the Local Government (General) Regulation 2005 apply.
Bees	Condobolin, Lake Cargelligo & Tottenham	Prohibited in urban areas	Not applicable	Not applicable
Horses	Condobolin, Lake Cargelligo & Tottenham	1 -3 depending upon size of allotment Refer clause 9.0 (h) Refer to Table 8(a) for Albert, Fifield, Derriwong, Burcher, Tullibigeal and other specified areas	9 meters	Horse yards shall not be constructed nearer than two (2) metres from present adjoining boundaries or alternatively, horses must be prevented from reaching into adjoining property by the erection of a two metre high fence of suitable design. Stables, shelters and yards shall be properly constructed of suitable materials to the satisfaction of Council. Gates shall be fitted with an approved method of locking. No unsightly development shall be permitted. Ringlock or barbed wire fencing is not permitted.

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ANIMAL	LAND AFFECTED (Condobolin, Lake Cargelligo & Tottenham)	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
Horses (cont'd)	Condobolin, Lake Cargelligo & Tottenham	1 -3 depending upon size of allotment Refer clause 9.0 (h) Refer to Table 8(a) for Albert, Fifield, Derriwong, Burcher, Tullibigeal and other specified areas	9 meters	The floors of a stable of loose boxes shall be properly graded and drained. Manure shall be raked up daily and placed in suitable, fly proof containers, or other suitable means, approved by Council until removed from the site. All manure containers shall be cleaned and disinfected at least once every seven (7) days. Fouled bedding shall be removed from the stable or yard at least once every seven (7) days. Stables and yards shall be kept clean and tidy to the satisfaction of Council at all times, so as not to be the cause of a nuisance. Horses may be kept on vacant allotments in the built up areas in accordance with this policy. Stallions are not permitted Refer to Clause 9(h) The provisions of the Local Government (General) Regulation 2005 apply.

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TABLE 1(a) INFORMATION FOR ALBERT, FIFIELD, DERRIWONG, BURCHER ANDTULLIBIGEAL.

The following table indicates the requirements and relevant considerations regarding the keeping of animals and the restrictions in place.

ANIMAL	MAXIMUM NUMBER (excluding offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings – see Note A)	ADVISORY NOTES
Sheep and Goats	No more than 2 female goats upon any one allotment	15 metres	No person shall keep sheep or goats upon any premises under such conditions as to create a nuisance or to be injurious to health.
Pigs	No more than 2 pigs upon any one allotment	15 metres	No person shall keep pigs upon any premises under such conditions as to create a nuisance or to be injurious to health. The yards are to be kept clean and free from offensive odours.
Other Hooved Animals except horses	No more than 2 hooved animals upon any one allotment	15 metres	No person shall keep hooved animals upon any such premises under such conditions as to create nuisance or to be injurious to health.
Horses	No more than 3	9 metres	Horse yards shall not be constructed nearer than two (2) metres from present adjoining boundaries or alternatively, horses must be prevented from reaching into adjoining property by the erection of a two metre high fence of suitable design. Stables, shelters and yards shall be properly constructed of suitable materials to the satisfaction of Council.

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ANIMAL	MAXIMUM NUMBER (excludes offspring to 3 months of age)	MINIMUM DISTANCE (from certain buildings - see Note A)	ADVISORY NOTES
Horses (cont'd)	No more than 3	9 metres	<p>Gates shall be fitted with an approved method of locking.</p> <p>No unsightly development shall be permitted.</p> <p>Ringlock or barbed wire fencing is not permitted.</p> <p>The floors of a stable of loose boxes shall be properly graded and drained.</p> <p>Manure shall be raked up daily and placed in suitable, fly proof containers, or other suitable means, approved by Council until removed from the site. All manure containers shall be cleaned and disinfected at least once every seven (7) days.</p> <p>Fouled bedding shall be removed from the stable or yard at least once every seven (7) days.</p> <p>Stables and yards shall be kept clean and tidy to the satisfaction of Council at all times, so as not to be the cause of a nuisance.</p> <p>Stallions are not permitted</p> <p>Refer to Clause 9(h)</p> <p>Horses may be kept on vacant allotments in the built up areas in accordance with this policy.</p>

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NOTES IN RELATION TO TABLES 1 AND 1(a)

- (a) The distances indicated in the third column of the above tables are to be measured in metres from the animal yard or enclosure to the nearest dwelling, public hall, school or premises used for the manufacture, preparation, sale or storage of food.
- (b) Animal includes a mammal, bird, reptile, amphibian or fish. It does not include a human being (as defined in *Prevention of Cruelty to Animals Act 1979*).
- (c) Schedule 2 of the Local Government (General) Regulation 2005 specifies minimum standards for the keeping of animals. The distances specified (except in the case of pigs) may be varied at a meeting of the Council and notified in writing to the applicant in each particular case.
- (d) Schedule 2 Part 5 of the Local Government (General) Regulation 2005 allows for a variation of requirements of the keeping of poultry and Division 3 allows for variation to the requirements for the keeping of horses and cattle.
- (e) All cages, kennel enclosures, aviaries and or any structure for the keeping of animals over 10m² of floor area and a height of 2.4 metres are subject to the approval of a development application.
- (f) It is a requirement that a combination of no more than 2 types of animals be kept at the maximum number on any one property.
- (g) Refer to Lachlan Shire Council’s Local Environmental Plan and Development Control Plan as well as State Environmental Planning Policies for other restrictions that may apply to the keeping of animals in certain areas.

(h) Horses

Commercial type stables and yards may be developed in certain areas within the boundary, with Council approval, but cannot be developed within the residential or business areas.

Persons wishing to carry out such developments should contact Council regarding suitable land for this purpose.

Horse yards and shelters at the rear of dwellings may be used for the keeping of horses subject to Council’s approval and conditions thereof.

Each application for the keeping of horses shall be treated on its merits and approval to keep horses may not be granted in every case. Applications are to be submitted by the owner of the land.

Persons keeping horses within the defined area, without Council approval, prior to the appointed day are required to apply for approval in accordance with this policy.

Applications for the keeping of horses and the construction of yards and shelters after the appointed day shall be treated as building applications.

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RELATED DOCUMENTS

APPENDIX 1 –PROVISIONS FOR KEEPING DOGS

Introduction

This Appendix identifies criteria and provides clear guidelines to assist persons in keeping dogs, so as to ensure that the activity does not have any detrimental impact on the health and amenity of the surrounding area or to the environment.

Objective

To maintain the amenity of residents and surrounds by ensuring no interference is caused through the emission of unreasonable noise, smell or otherwise as a result of keeping dogs.

Provisions for meeting the objective

- (a) All kennel enclosures or other structures for the keeping of dogs over 10m² of floor area and a maximum height of 2.4 metres are subject to the approval of a development application.
- (b) The floors of kennel enclosures must be paved with concrete, mineral asphalt or other equally impervious material, and must be properly graded to drain in order to facilitate easy cleaning and prevent the build-up of faeces.
- (c) Kennel and dog enclosures are to be kept clean and free of offensive odours at all times. Solid waste is to be regularly collected, 'bagged' and disposed of to garbage.
- (d) Waste water associated with the cleaning of any kennel or dog enclosure should be disposed of to Council's sewer in accordance with the Local Government Act 1993 and regulations.
- (e) No interference with the amenity of the area by reason of the emission of unreasonable noise, smell or otherwise is to be the result of the keeping of dogs.
- (f) Dog yards must be so enclosed as to prevent the escape of dogs.
- (g) The *Companion Animals Act 1998* requires permanent identification and life-time registration and effective control of dogs at all times.
- (h) Where the above provisions cannot be met, the owner of the dogs must demonstrate methods for achieving the objective. Each method will be assessed individually.

Implications

Where complaints are received about odour, noise or other issues relating to the keeping of dogs, Council will conduct an inspection of the property. It is the responsibility of the owner to demonstrate that adequate yard size relative to the size and number of dogs, proper care and desexing has been provided and control has been maintained.

Council has powers under Section 124 of the Local Government Act to impose restrictions on the numbers and manner in which dogs are kept on a particular property.

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APPENDIX 2 –PROVISIONS FOR KEEPING CATS

Introduction

This Appendix identifies criteria and provides clear guidelines to assist persons in keeping cats, so as to ensure that the activity does not have any detrimental impact on the health and amenity of the surrounding area or to the environment.

Objective

To maintain the amenity of residents and surrounding environment by ensuring no interference is caused through the emission of unreasonable noise, smell or otherwise as a result of keeping cats.

Provisions for meeting the objective

- (a) All structures for the keeping of cats over 10m² of floor area and a maximum height of 2.4 metres are subject to the approval of a development application. Such structures are subject to the same conditions as imposed on dog enclosures.
- (b) No interference with the amenity of the area by reason of the emission of unreasonable noise, smell or otherwise is to be the result of the keeping of cats.
- (c) The *Companion Animals Act 1998* requires permanent identification and life-time registration.
- (d) Cats must not repeatedly damage anything outside the property on which it is ordinarily kept.
- (e) Cats must be locked indoors or in a suitable enclosure *between sunset and sunrise* to prevent attacks on wildlife.
- (f) The use of identity collars with multiple bells is encouraged to protect wildlife.
- (g) Where the above provisions cannot be met, the owner of the cats must demonstrate methods for achieving the objective. Each method will be assessed individually.

Implications

Where complaints are received about odour, noise or other issues relating to the keeping of cats, Council will conduct an inspection of the property. It is the responsibility of the owner to demonstrate that proper care and desexing has been provided and control of the animal maintained.

Council has powers under the Section 124 of the Local Government Act to impose restrictions on the numbers and manner in which cats are kept on a particular property.

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APPENDIX 3 – BARKING DOGS

Barking is one of the ways dogs communicate. It can signify anything from playfulness to danger. However, dogs sometimes bark for other reasons when, for example, they are:

- chained to a fixed point without enough room to move or kept in a space which is too small
- provoked, deliberately or unintentionally, by people or roaming dogs
- under-exercised or not exercised at all
- lacking training
- lonely
- sick
- hungry, thirsty, on the wrong diet or generally neglected.

These causes of barking shouldn't be part of a dog's life. As well as indicating a possibly distressed animal, chronic excessive barking can be a nuisance to people living nearby.

This information is intended to make life better for dog owners, their neighbours and, of course, for dogs themselves.

Caring for Dogs

- Compassion and common sense can eliminate many of the problems, which lead to excessive barking. The following suggestions may help dog owners solve any problems they may be having.
- Provide enough space for your dog to move freely within your enclosed backyard. A dog shouldn't be left on a fixed chain for long periods as this contributes to savagery and often increases nuisance from barking or odour problems. If your dog has to be chained, it should be on a running chain.
- Give your dog a place of its own. This can be a ventilated and waterproof kennel or an indoor area. A dog kept in an enclosed area at night will not usually bark and annoy neighbours.
- Exercise your dog regularly and adequately for its breed and size. Remember that when you exercise your dog in a public place it should be kept on a leash.
- Your dog will accept kind but firm discipline. Take it to a good obedience school when the pet is young and you will enjoy the benefits.
- Give your dog a balanced and varied diet. Main meals should consist of processed meat and dried dog foods. Feeding times should be regular and a supply of fresh water should be available at all times. The evening meal of meat should be given between 6pm and 9pm.
- Dogs suffer from a range of common ailments like fleas, worms, distemper, cuts and bruises. Daily examination, regular baths and veterinary attention when necessary will help to ensure that your dog doesn't suffer from health problems. When boarding dogs, provide one run per animal and partition each run so that direct line of sight is eliminated. This will prevent competition between animals.
- In all these areas your dog will respond to good care.

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Curing the Barking Habit

If you feel that your dog is well cared for, but continues to bark excessively, there are a number of things you can try:

- Remove direct line of sight between the dog and children or animals which may provoke barking.
- Take the dog to a recognised animal trainer for specialist training to discourage bad habits.
- Provide noise insulation for the kennel.
- There are various aids that help prevent barking (e.g. 'citronella' collars are effective and endorsed by the RSPCA). Ask your vet or local council about these.

Be a responsible pet owner ensure your companion animal is microchipped, desexed and registered.

Greg Tory
General Manager
 / /

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9.7 ANZAC DAY, CONDOBOLIN - 2021

TRIM Number: R21/55

Author: Economic Development & Tourism Officer

PURPOSE

To seek Council's instruction on a request from the Condobolin RSL sub branch ("the RSL") to assist with ANZAC day 2021. Specifically the RSL would like Council to coordinate the ANZAC day march as well as all activities within Memorial Park.

SUPPORTING INFORMATION

Email from Condobolin RSL sub branch

BACKGROUND

In the past Council have provided assistance to the RSL on ANZAC day, in the form of traffic control as well as attendance at various services throughout the day by Councillors and staff.

ISSUES AND COMMENTS

A request has been received from the RSL for Council to manage all activities in Memorial Park on ANZAC day, including the march from the RSL Club to Memorial Park.

The RSL Sub-branch and RSL Club Limited will organise and coordinate the Dawn Service component of Anzac day commemorations. This will be followed by a breakfast served in the Club.

The RSL are of the view that all other activities, outside the Club are part of a community event which Council should manage. This would include a March from the RSL to Memorial Park and a commemoration at Memorial Park.

The nominated organiser of an outdoor ANZAC Day march or service must develop and comply with a COVID-19 Safety Plan required for outdoor protests. Each person participating in an outdoor ANZAC Day March or service must provide their name, telephone number or email address to the nominated organiser and take reasonable practicable steps to comply with the COVID-19 Safety Plan developed by the nominated organiser. The RSL is asking Council to take on this responsibility.

FINANCIAL AND RESOURCE IMPLICATIONS

Council allocates \$4,300 each year on traffic control throughout the Shire for ANZAC day.

Based on new COVID-19 requirements it is estimated that approximately 8 staff would be needed as COVID-19 marshals to assist with check-ins and overall compliance with the public health requirements. It is estimated that this would cost \$5,000 for two (2) hours. Council would need to ask staff if they were willing to assist with the event to ensure an appropriate number of COVID-19 marshals were provided to manage the participants of the event.

LEGAL IMPLICATIONS

Under the *Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2021* there are controls in place to limit outdoor public gatherings.

The NSW Minister for Health and Medical Research has issued an exemption under the Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2021 under the Public Health Act 2010 (NSW). The exemption applies to any outdoor ANZAC Day march or service held outside Greater Sydney between 18 and 25 April 2021. Pursuant to the exemption:

"3. An outdoor ANZAC Day march or service held in a region outside Greater Sydney must not exceed one person per 2 square metres of space to a maximum of 3,000 persons.

4. The nominated organiser of an outdoor ANZAC Day march or service must develop and comply with a COVID-19 Safety Plan required for outdoor protests.

5. Each person participating in an outdoor ANZAC Day march or service must provide their name, telephone number or email address to the nominated organiser and take reasonably practicable steps to comply with the COVID-19 Safety Plan developed by the nominated organiser.”

Therefore, if Council are to take on the role of “nominated organiser” a COVID-19 safety plan will need to be prepared and marshals will be required to collect the details of the attendees and to generally monitor compliance with the COVID-19 safety plan. As part of the plan, signage and hand sanitizer will also be required to be provided. It is also recommended that a ticketing system be incorporated to manage seating and to ensure that people remain seated during proceedings.

RISK IMPLICATIONS

There are significant penalties for non-compliance with the health order and the following penalties can apply:

- a maximum penalty of imprisonment for 6 months and/or a penalty of up to \$11,000
- plus a further \$5,500 fine each day the offence continues.

Corporations that fail to comply with a direction are liable to:

- a fine of \$55,000
- plus a further \$27,500 fine each day the offence continues.

On the spot fines can also be issued:

- \$5,000 for a breach of the Public Health (COVID-19 Spitting and Coughing) Order (No 2) 2020
- \$1,000 in other cases.

There is also a risk that Council may not have enough staff interested in being a COVID-19 marshal for the services on ANZAC day. A number of staff are already required to provide traffic marshal services and the eight staff required for COVID-19 would be in addition to those staff. Due to the complexities and public health nature of being a COVID-19 marshal it is not possible to do both tasks.

If Council decides to take on this role in Condobolin then it must also consider whether it will do this for other events throughout the Shire in Lake Cargelligo, Tottenham, Burcher and Tullibigeal.

STAKEHOLDER CONSULTATION

The request has come from the Condobolin RSL Sub branch. No further stakeholder consultation has been undertaken at this point in time. The Condobolin RSL sub branch have confirmed that they have not asked for volunteers to help run the event.

OPTIONS

Council is presented with the following options:

- 1) Decide to support the request from Condobolin RSL sub branch and reallocate funding towards the project.
- 2) Decide not to support the request from Condobolin RSL sub branch and suggest that they seek volunteers from the community to assist in running the event if they wish to hold a march and further activities at Memorial Park on ANZAC day.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Community Strategic Plan - 1.5 Increase community participation in arts and cultural activities.

Community Strategic Plan - 4.2 Strong Effective Responsive Council.

CONCLUSION

Council have been approached by the Condobolin RSL sub branch to provide additional assistance towards ANZAC Day activities in Condobolin. In addition to the normal traffic control activities and attendance at events (which Council normally provides each ANZAC day), the Condobolin RSL sub branch would like Council to organise the march and activities at Memorial Park, Condobolin. This will add additional costs not currently considered in this year's budget and Council will need to reallocate funds from another project if they wish to support this request. It is also unclear whether enough staff will be available to provide the COVID-19 marshal services for the day and whether other villages within the Shire will also request that Council run their ANZAC day events.

ATTACHMENTS

1. **Email from Robyn Wilson Condobolin RSL 12/3/2021** [↓](#)

RECOMMENDATION

That:

1. The Director of Environment, Tourism and Economic Development Report No. R21/55 be received and noted.
2. Council not to support the request from the Condobolin RSL sub branch and suggest that the RSL sub branch call for volunteers to help support the event.

Debra Keane

To: Robyn Wilson
Subject: RE: ANZAC Day

From: Robyn Wilson <admin@condobolinslclub.com.au>
Sent: Friday, 5 March 2021 11:28 AM
To: Debra Keane <Debra.Keane@lachlan.nsw.gov.au>
Subject: ANZAC Day

Hi Debra

Following our meeting on Friday we believe that the following is in the best interests of RSL and the wider community.

The RSL Sub-branch and RSL Club Limited will organize and coordinate the Dawn Service component of Anzac day commemorations.

This will be followed by a breakfast served in the Club.

Any activities following cannot be managed by us and we firmly believe that anything further to the above is a community event and as such should be run by Council.

We do not have the facilities or the manpower, to safely coordinate activities at the Memorial Park and as such it would present an unacceptable risk to those present.

Sincerely

Robyn



Robyn Wilson | Administration Manager | **Condobolin RSL Club**
Tel (02) 6895 2113 | Mob 0488574686 | Email: admin@condobolinsl.com.au

9.8 RAILWAY HOTEL - LAND OWNERS CONSENT REQUEST FOR DEVELOPMENT APPLICATION

TRIM Number: R21/62

Author: General Manager

PURPOSE

The purpose of this report is to seek land owners consent from Council for the lodgement of a Development Application which involves part of the road reserve in Molong Street, Condobolin, adjacent to the Railway Hotel.

SUPPORTING INFORMATION

Nil

BACKGROUND

The owner of the Railway Hotel in Molong Street Condobolin is proposing to undertake alterations and additions to the building to extend the verandah and outdoor garden area as shown in the diagram below. An attempt was made to lodge a Development Application (DA) for this project on 27 January 2021. As the proposed development includes works within part of the road reserve in Molong Street, the DA was not be accepted as, amongst other outstanding items, owner's consent had not been provided by Council to those works proposed within the road reserve.

The area of development proposed within the road reserve is adjacent to the northern boundary of Nos. 44 to 46 Molong Street, Condobolin, known as the Railway Hotel. The works are proposed from the northern boundary of the site to the existing kerb on Molong Street. This equates to an area of approximately 5.2 metres in width and 12 metres in length. The location of the works is detailed in **Figure 1** below.



Figure 1 – Location of proposed development area shown in red

ISSUES AND COMMENTS

Consent from the land owner must be obtained prior to the lodgement of a DA, in accordance with the *Environmental Planning and Assessment Regulation 2000*.

Providing land owners consent would allow the applicant to lodge the DA for works within Council's road reserve and this would allow the DA to be assessed. The provision of owners consent is separate to the assessment and determination of the DA and the provision of owners consent does not, in any way, forecast the determination of the DA.

It should be noted that the existing verandah partially encroaches onto the Molong and Dennison Street Road Reserves and presumably consent was previously granted when that development occurred.

FINANCIAL AND RESOURCE IMPLICATIONS

None identified

LEGAL IMPLICATIONS

Consent from the land owner must be obtained prior to the lodgement of a DA, in accordance with Clause 49 of the *Environmental Planning and Assessment Regulation 2000*.

RISK IMPLICATIONS

If land owners consent is not provided the Applicant will need to modify the proposed development to ensure that no part of the proposal is located within Council's road reserve. There is a possibility that the Applicant may choose not to proceed with the proposal if owners consent to occupy the road reserve is not provided by Council.

STAKEHOLDER CONSULTATION

No consultation has been undertaken in relation to this matter.

OPTIONS

1. Decide to provide land owners consent for the Development Application;
2. Decide not to provide land owners consent for the Development Application and provide reasons for the decision.

CONCLUSION

The purpose of this report is to seek land owners consent from Council for the lodgement of a Development Application which involves part of the road reserve in Molong Street, Condobolin, adjacent to the Railway Hotel. Council needs to determine whether to provide land owners consent for the DA.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council

ATTACHMENTS

Nil

RECOMMENDATION

That:

1. The General Manager Report No. R21/62 be received and noted.
2. Council provide land owners consent for the Development Application for that part of the proposed development located within the Molong Street road reserve.
3. A further report be presented to Council for determination of the Development Application, if the proposal continues to utilise part of the road reserve for the development.

9.9 PROPOSED PLANNING AMENDMENTS FOR AGRICULTURE - LACHLAN LOCAL ENVIRONMENTAL PLAN 2013

TRIM Number: R21/66

Author: Director - Environment, Tourism and Economic Development

PURPOSE

The purpose of this report is to inform Council of planning amendments proposed by the Department of Planning, Industry and Environment (DPIE) and to seek Council's endorsement to opt-in to the new optional clauses for farm gate activities and farm events in the R5 Large Lot Residential Zone.

SUPPORTING INFORMATION

Agri-tourism and small-scale agriculture planning reforms - Frequently asked questions

BACKGROUND

In recent years, NSW farmers and farming communities have faced many challenges including prolonged drought, land fragmentation and declining terms of trade. This year alone, farming communities have had to deal with economic impacts arising from COVID-19 including travel and trade restrictions, cancellation of regional events, and temporary closure of local businesses.

The NSW Government is proposing amendments to the NSW planning system to "streamline the approval of agri-tourism development and small-scale agricultural development".

Agri-tourism is a "*tourism-related experience or product that connects agricultural products, people or places with visitors on a farm or rural land for enjoyment, education, or to participate in activities and events. Agritourist activities enable farmers to diversify their income from farming businesses while maintaining primary production on the land as the principal use*".

The proposed changes deliver on actions in the Central West and Orana Regional Plan and Council's Local Strategic Planning Statement. This essentially will make it easier for farmers, particularly those running small-scale operations, who wish to undertake other complementary business activities.

The proposed changes are detailed in an Explanation of Intended Effect (EIE) currently on public exhibition until 19 April 2021.

ISSUES AND COMMENTS

According to DPIE the proposed changes include:

- *"amending the existing definition for farm stay accommodation in the Standard Instrument (Local Environmental Plans) Order 2006 (Standard Instrument) to support more farm stays*
- *introducing two new land use terms in the Standard Instrument for farm gate activities and farm events to enable these types of development to be established*
- *introducing new optional clauses for farm stay accommodation and farm gate activities that councils can choose to adopt in their local plans for development applications*
- *providing fast track exempt and complying development approval pathways for agri-tourism activities where certain development standards are met*
- *allowing the reconstruction of farm buildings and other structures as exempt development following natural disaster, where constructed to the same size, location and contemporary building standards*
- *allowing the establishment of small-scale processing plants as complying development for meat, dairy and honey and other agricultural produce where certain development standards are met*

- *updating development standards for poultry farms and pig farms to align separation distances with recommended biosecurity standards*
- *clarifying terminology and approval pathways used for farm dams*
- *updating controls that allow dwellings on rural lots as complying development to ensure enough separation from adjacent primary production enterprises*
- *updating and rationalising existing controls for stock containment lots to reflect current practice and ensure stock containment areas used temporarily, such as during drought, do not impact negatively on surrounding uses.*
- *providing an exempt development pathway for recreational beekeeping to improve certainty”.*

Farm Stay Accommodation

Lachlan Local Environmental Plan 2013 relies on the definitions provided in the Standard Instrument (Local Environmental Plans - LEP) Order 2006 (Standard Instrument LEP Order), which currently defines farm stay accommodation as:

“a building or place that provides temporary or short-term accommodation to paying guests on a working farm as a secondary business to primary production.”

It is proposed to amend the existing definition of farm stay accommodation in the Standard Instrument LEP Order to:

- *“remove the references to working farm and secondary business as these requirements are restrictive for farms that operate on a seasonal basis and are not typically planning considerations*
- *replace these references with a requirement that the existing principal use of the land must be the production of agricultural/primary production goods for commercial purposes to ensure a farm stay supplements an existing commercial farming business*
- *enable farm stay accommodation on a farm that is currently not producing goods because of drought or similar events outside the landowner’s control*
- *include accommodation in a building and camping (camping is currently not included under farm stay accommodation). It is proposed to amend the definitions of camping ground and caravan park to exclude tents, campervans and caravans erected on land for the purposes of farm stay accommodation. This is intended to facilitate small-scale camping being undertaken on a farm as exempt development (described below).”*

This will also have the effect of amending the definition in Lachlan LEP 2013.

“Farm Stay Accommodation” is currently permissible with consent in the RU1 Primary Production zone that covers most of our agricultural land in the Shire. It is and will continue to be prohibited in the RU5 Village and R5 Large Lot Residential zones.

The approval pathways for farm stay accommodation will be either exempt development (can be undertaken without the need for planning or building approval, if the work complies with specified development standards), complying development (a combined planning and construction approval for straightforward development that can be determined through a fast-track assessment by a local council or a registered certifier. Complying development must also meet specified development standards) or a Development Application.

A summary of the proposed approval pathways for farm stay accommodation, prepared by DPIE, is included below:

Table 1 - Summary of proposed approval pathways for farm stay accommodation

Approval pathway	Proposed development	Approval required
Exempt development	<ul style="list-style-type: none"> Change of use of an existing dwelling or part of a dwelling Use of land for farm stay accommodation in tents, caravans or similar 	No planning or building approval required if specified development standards are met
Complying development	<ul style="list-style-type: none"> Change of use of an existing building or manufactured home Erection, alteration or addition to a building or manufactured home 	A fast-tracked approval can be issued by the local council or a registered certifier if specified development standards are met
Development application	<ul style="list-style-type: none"> Any proposal that does not satisfy the requirements for exempt and complying development 	The local council will undertake a merit assessment of the proposal and issue a development consent if approved

Farm Gate Activities

Farm gate is a common term used where value is added to a farm's produce and there is an interaction with the farm by the purchaser of the goods (e.g. selling oranges from an orchid, etc.). Farm gate activities may include appropriate infrastructure to enable on-farm dining or entertainment.

Landholders are generally unable to process and sell retail products produced on a farm under existing planning requirements.

DPIE want to introduce a new land use term "farm gate activities" into the Standard Instrument Order (which means it would also be in Lachlan LEP 2013).

"To ensure farm gate activities remain low intensity uses, an optional clause is proposed that councils can choose to adopt and tailor to suit local conditions.

...

It is proposed to introduce a new land use term in the Standard Instrument LEP Order for farm gate activities which includes:

- a. the processing, packaging and sale of agricultural produce, or*
- b. a restaurant or café, or*
- c. facilities for the holding of tastings, workshops or providing information or education to visitors for agricultural produce grown on the farm or predominantly grown in the surrounding area.*

The proposed definition will make it clear that the principal use of the land must be the production of agricultural goods for commercial purposes. The proposed new term will also enable farm gate activities where the farm is currently not producing goods because of drought or similar events outside the landowner's control."

A new definition of "agritourism" will be created in the Standard Instrument LEP Order and farm gate activities will be a subset of this new term.

"It is further proposed that 'agritourism' will be a subset of the existing land use term 'agriculture'. Additional proposals include existing terms in the Standards Instrument LEP Order, 'roadside stall' and 'cellar door premises', to become subsets of the new 'farm gate activities' term.

These changes mean that farm gate activities will initially be permissible in all LEPs wherever ‘agriculture’ is currently permissible. Councils can then permit farm gate activities in additional zones, such as zones in which existing land uses, e.g. roadside stalls, are currently permitted. Roadside stalls and cellar door premises will continue to be permissible where they are currently permitted, as well as being permitted wherever ‘agriculture’ is permissible.”

“Roadside stalls” are currently permissible in the RU5 Village and R5 Large Lot Residential zones under Lachlan LEP 2013. However “agriculture” is prohibited in the RU5 Village and R5 Large Lot Residential zones.

A summary of the proposed approval pathways for farm gate activities, prepared by DPIE, is included below:

Table 2 - Summary of proposed approval pathways for farm gate activities

Approval pathway	Proposed development	Approval required
Exempt development	<ul style="list-style-type: none"> • Use of land for farm gate activities • Change of use to a roadside stall • Erection of a roadside stall 	No planning or building approval required if specified development standards are met
Complying development	<ul style="list-style-type: none"> • Change of use of an existing building • Erection, alteration or addition to a building for a farm gate activity 	A fast-tracked approval can be issued by the local council or a registered certifier if specified development standards are met
Development application	<ul style="list-style-type: none"> • Any proposal that does not satisfy the requirements for exempt and complying development 	The local council will undertake a merit assessment of the proposal and issue a development consent if approved

Farm Events

There are limited land use terms in the planning system that allow for farm events (e.g. a wedding ceremony on a farm, etc.). It is proposed to introduce a new land use term ‘farm events’ into the Standard Instrument LEP Order (which will also bring it into Lachlan LEP 2013).

“It is proposed to introduce a new land use term in the Standard Instrument LEP Order to permit events, tours, functions, conferences, fruit picking, horse riding and other similar experiences on land for which the principal use of the land is the production of agricultural goods for commercial purposes. The definition will also enable farm events on a commercial farm that is currently not producing goods because of drought or similar events outside the landowner’s control.”

Farm events will be permissible in all local environmental plans wherever ‘agriculture’ is currently permissible. Councils can then permit farm events in any additional zones.

A summary of the proposed approval pathways for farm events, prepared by DPIE, is included below:

Table 3 - Summary of proposed approval pathways for farm events

Approval pathway	Proposed development	Approval required
Exempt development	<ul style="list-style-type: none"> Use of rural zoned land for farm events 	No planning or building approval required if specified development standards are met
Complying development	<ul style="list-style-type: none"> Change of use of an existing building to farm event premises Erection, alteration or addition to a farm event building 	A fast-tracked approval can be issued by the local council or a registered certifier if specified development standards are met
Development application	<ul style="list-style-type: none"> Any proposal that does not satisfy the requirements for exempt and complying development 	The local council will undertake a merit assessment of the proposal and issue a development consent if approved

For farm stay accommodation, farm gate activities and farm events there are a range of proposed development standards that differentiate between exempt, complying development and the need for a DA (e.g. setbacks, number of people, location, etc.).

Small-scale processing plants

Changes are proposed to *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* “the codes SEPP” to allow small-scale processing plants associated with agricultural produce industries that process meat, honey and dairy as complying development. There are proposed development standards which must be complied with in order to be considered as complying development, outlined in the explanation of intended effect document.

Rebuilding of farm infrastructure

Amendments to the Codes SEPP are proposed to allow farm buildings that have been damaged or destroyed by a natural disaster event to be rebuilt as exempt development, if built to a contemporary standard and in the same location. There are also proposed development standards which must be met in order to be considered exempt development, outlined in the explanation of intended effect document.

Stock containment areas

Amendments are proposed that relate to the construction of stock containment areas to temporarily contain livestock to assist during and immediately after natural disasters, and for routine animal husbandry purposes.

Farm Dams

There is considerable inconsistency in the terminology used around farm dams in the planning system. The amendments will seek to clarify the different terminology and consider providing a consistent approval process. However, no details have been provided on what this will involve.

Biosecurity for poultry farms and pig farms

Amendments are proposed to better address biosecurity for poultry farms and pig farms and to bring the planning controls into line with Best Practice Management for Meat Chicken Production in NSW.

Rural dwelling setbacks from intensive livestock agriculture

Currently, the Codes SEPP requires a setback of 250m for rural dwellings from a boundary with adjoining land being used for any of the following:

- (i) forestry
- (ii) intensive livestock agriculture

- (iii) intensive plant agriculture
- (iv) mines and extractive industries
- (v) railway lines
- (vi) rural industries

The amendments proposed will require rural dwellings to have a setback of:

- 1,000 metres from any existing or proposed pig farm, feedlot or poultry farm
- 500 metres from any existing or proposed other intensive livestock agriculture development

This only relates to Complying Development. If the setbacks cannot be achieved then a DA would be required.

Recreational Beekeeping

Recreational beekeeping is not currently defined in the planning land use terms.

“In NSW, beekeepers who own honey bees for more than 3 months during a 12 month period, are required to hold a biosecurity registration under the Biosecurity Act 2015. The biosecurity registration requires information on the location, contact person and number of hives on a property and ensures that the Department of Primary Industries can effectively manage any disease outbreaks.

The proposed amendments will clarify that recreational beekeeping is exempt development and does not need planning approval if it complies with certain standards. These standards are in line with the NSW Beekeeping Code of Practice and are designed to avoid inappropriate development and minimise impacts related to such development.”

Call for expressions of interest from local councils

DPIE is asking Council whether they wish to adopt the new optional clauses for farm stay accommodation and farm gate activities and identify the zones in which they wish to allow the new farm events and farm gate activities. Council can nominate to change Lachlan LEP 2013 through an expression of interest.

“Following exhibition, the department will work with councils that have submitted an expression of interest to facilitate amendments to their LEPs through an amending State environmental planning policy, saving the time and resources required to progress individual planning proposals.”

The table below outlines where farm stay accommodation is currently permissible, under the current definition, and also outlines where farm stay accommodation, farm gate activities and farm events will be permissible if the changes proceed as proposed by DPIE:

Land Use Term	RU1 Primary Production Zone	RU5 Village Zone	R5 Large Lot Residential
Farm stay accommodation – current definition in LLEP 2013	Permissible with consent	Prohibited	Prohibited
Farm stay accommodation – proposed definition by DPIE	Permissible with consent	Prohibited	Prohibited
Farm gate activities - proposed definition by DPIE	Permissible with consent and can be carried out as Exempt or Complying development in certain circumstances	Prohibited. Roadside stalls are currently permissible in the R5 zone in LLEP 2013 and will continue to be permissible	Prohibited. Roadside stalls are currently permissible in the R5 zone in LLEP 2013 and will continue to be permissible
Farm events - proposed definition by DPIE	Permissible with consent and can be carried out as Exempt or Complying development in certain circumstances	Prohibited as agriculture is prohibited	Prohibited as agriculture is prohibited

Agriculture is defined under Lachlan LEP 2013 as:

“any of the following—

- (a) aquaculture,*
- (b) extensive agriculture,***
- (c) intensive livestock agriculture,*
- (d) intensive plant agriculture.*

Note—

Part 6 of the Plantations and Reafforestation Act 1999 provides that exempt farm forestry within the meaning of that Act is not subject to the Environmental Planning and Assessment Act 1979.” (our emphasis)

Council could decide to allow farm stay accommodation, farm gate activities and farm events in the R5 Large Lot Residential zone. “Extensive agriculture” is currently permitted with consent in the R5 Large Lot Residential zone. “Extensive Agriculture” is defined as:

“any of the following—

- (a) the production of crops or fodder (including irrigated pasture and fodder crops) for commercial purposes,*
- (b) the grazing of livestock (other than pigs and poultry) for commercial purposes on living grasses and other plants on the land as their primary source of dietary requirements, and any supplementary or emergency feeding, or temporary agistment or housing for weaning, dipping, tagging or similar husbandry purposes, of the livestock,*
- (c) bee keeping,*
- (d) a dairy (pasture-based) where the animals generally feed by grazing on living grasses and other plants on the land as their primary source of dietary requirements, and any*

supplementary or emergency feeding, or temporary agistment or housing for weaning, dipping, tagging or similar husbandry purposes, of the animals.

Note—

Extensive agriculture is a type of agriculture—see the definition of that term in this Dictionary.”

The objectives of the R5 Large Lot Residential zone under Lachlan LEP 2013:

- “ To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.*
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.*
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.*
- To minimise conflict between land uses within this zone and land uses within adjoining zones.”*

Permitting farm stay accommodation in the R5 Large Lot Residential zone would allow someone operating an extensive agricultural land use in this zone to provide temporary or short-term accommodation to paying guests on the land.

Permitting farm gate activities in the R5 Large Lot Residential zone would allow extensive agriculture uses to process and/or sell agricultural produce grown on the farm or predominantly grown in the surrounding area, if the definition proceeds as currently proposed.

Permitting farm events in the R5 Large Lot Residential zone would allow events, tours, functions, conferences, fruit picking, horse riding and other similar experiences on land used for extensive agriculture, if the definition proceeds as currently proposed.

Council can choose to opt in to this now or wait until the definitions are finalised and then lodge a planning proposal to add these in at a later date. There would be resource implications associated with waiting/lodging a planning proposal as this would need to be prepared by Council's planning staff.

Consultation Questions

The Explanation of Intended Effect (EIE) document includes a series of consultation questions which people will be encouraged to answer through Council's Facebook page to ensure that the feedback receive addresses the needs of affected landowners within the Lachlan Shire.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no identified financial or resource implications for Council at this stage. However, there are potential financial implications for extensive agricultural uses within Council's R5 Large Lot Residential zone. Under the proposed amendments they will not be able to carry out farm gate activities or farm events unless Council opts in to make this permissible with consent.

LEGAL IMPLICATIONS

The proposed changes to the Standard Instrument (Local Environmental Plans) Order 2006 (Standard Instrument LEP Order) will have the effect of changing Lachlan LEP 2013 once implemented.

RISK IMPLICATIONS

The risk implications have been outlined in this report. If Council does not choose to opt in to the agri-tourism definition as permissible development in the R5 Large Lot Residential zone these activities will be prohibited and someone carrying out an extensive agricultural activity within this zone will not be able to carry out these activities unless Council lodges a planning proposal to amend Lachlan LEP 2013 which will have resource implications for Council and potential financial implications for the affected landowner/s.

STAKEHOLDER CONSULTATION

DPIE is notifying the proposed Planning amendments for Agriculture on the NSW Planning Portal. The Explanation of Intended Effect (EIE) document is currently on public exhibition until 19 April 2021.

OPTIONS

1. Decide to opt in by allowing “Agri-tourism” within the R5 Large Lot Residential zone;
2. Decide not to opt in to allowing “Agri-tourism” within the R5 Large Lot Residential zone.

If Option 2 is preferred Council will still be able to lodge a planning proposal to amend the permissible uses in the R5 Large Lot residential zone at a later date. There would have resource implications associated with waiting/lodging a planning proposal as this would need to be prepared by Council’s planning staff.

CONCLUSION

The purpose of this report is to provide Council with an update on planning amendments proposed by the Department of Planning, Industry and Environment (DPIE) and to seek Council’s endorsement to opt-in to the new optional clauses for farm stay accommodation, farm gate activities and farm events within the R5 Large Lot Residential zone.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council

ATTACHMENTS

1. **Agritourism and small scale agriculture planning reforms - FAQ's** [↓](#)

RECOMMENDATION

That

1. The Director Environment Tourism and Economic Development Report No. R21/66 be received and noted.
2. That Council resolve to opt in and add “farm stay accommodation” and “agritourism” as permissible land uses in the R5 Large Lot Residential Zone.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

March 2021

Proposals for agritourism and agriculture development

The NSW Government is proposing reforms to the planning system to streamline approval of agritourism and small-scale agricultural development.

General

What is being proposed?

The NSW Government is proposing amendments to the NSW planning system to streamline the approval of agritourism development and small-scale agricultural development. An 'explanation of intended effect' (EIE) prepared by the department details the proposed changes.

The changes include:

- amending the existing definition for farm stay accommodation in the *Standard Instrument (Local Environmental Plans) Order 2006* (Standard Instrument) to support more farm stays
- introducing two new land use terms in the Standard Instrument for farm gate activities and farm events to enable these types of development to be established
- introducing new optional clauses for farm stay accommodation and farm gate activities that councils can choose to adopt in their local plans for development applications
- providing fast track exempt and complying development approval pathways for agritourism activities where certain development standards are met
- allowing the reconstruction of farm buildings and other structures as exempt development following natural disaster, where constructed to the same size, location and contemporary building standards
- allowing the establishment of small-scale processing plants as complying development for meat, dairy and honey and other agricultural produce where certain development standards are met
- updating development standards for poultry farms and pig farms to align separation distances with recommended biosecurity standards
- clarifying terminology and approval pathways used for farm dams
- updating controls that allow dwellings on rural lots as complying development to ensure enough separation from adjacent primary production enterprises
- updating and rationalising existing controls for stock containment lots to reflect current practice and ensure stock containment areas used temporarily, such as during drought, do not impact negatively on surrounding uses.
- providing an exempt development pathway for recreational beekeeping to improve certainty.

These changes are intended to reduce red tape and make it easier for farmers to get planning approval while managing environmental impacts.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

What is exempt and complying development?

Exempt development is minor, low-impact development that can be undertaken without the need for planning or building approval, if the work complies with specified development standards.

Complying development is a combined planning and construction approval for straightforward development that can be determined through a fast-track assessment by a local council or a registered certifier. Complying development must also meet specified development standards.

What are the advantages of exempt and complying development?

There are several advantages for landowners in using exempt and complying development, including:

- consistent requirements are applied across NSW under exempt and complying development.
- building work or an activity can start quicker. For exempt development, if all development standards are met, you do not need to obtain a planning or building approval. For complying development, if all development standards are met, a complying development certificate can be issued by the local council or a registered certifier in as little as 20 days.
- If all development standards are met for exempt development, the development can proceed. If all development standards are met for complying development, the council or certifier must issue a complying development certificate.

For exempt and complying development, other than the development standards proposed in the EIE, is there anything else I would need to comply with?

In addition to the proposed development standards, the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* has other requirements that you must meet. For example, to carry out complying development, the land use must be permissible in the zone. For both complying and exempt development, certain sensitive land is excluded. Building works must also be constructed in accordance with the National Construction Code. You can read more about exempt and complying development at planningportal.nsw.gov.au

There are also requirements under other legislation you may need to meet that are not related to the planning rules. For example, to serve food at a farm event you may have obligations under the *NSW Food Act 2003*.

Proposed changes for agritourism development

Why are these changes being proposed? Aren't these uses already occurring?

Research has shown there are several challenges facing farmers who want to set up an agritourism business. These challenges include the complexity and cost of obtaining planning approvals and variations in how the planning system is applied across regional NSW. In addition, existing land use terms are not always appropriate, especially for low-scale, low-impact activities.

The proposed changes would cater for small-scale agritourism uses, allowing landowners to start an agritourism business that has minimal impact without the time and expense of lodging a development application. If landowners want to expand these businesses in the future, beyond

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

what is permitted as exempt or complying development, the expansion would be subject to a detailed assessment as part of a development application.

As well as benefiting individual landowners, the reforms would help regional economies recover from drought, bushfires and the ongoing impact of COVID-19, and improve their resilience.

The reforms also deliver on several directions and actions in regional plans that sought to foster agritourism and enable opportunities for appropriate tourism development and associated land uses in local environmental plans.

Why are there so many development standards proposed for each agritourism activity?

As exempt and complying developments do not have the same assessment process as development applications, it is important to ensure that only development that is minor and low impact can use these development pathways.

The proposed development standards are intended to mitigate undesired impacts by limiting the land on which the activities can occur and the scale of the use, as well as managing impacts such as noise and potential disruption to neighbouring land uses.

Would I have to meet all the development standards for my proposal?

Yes. Your proposal would have to meet all the development standards for either exempt or complying development to use these approval pathways.

If your proposal does not meet all development standards, you could lodge a development application that council will assess on its merits.

Before lodging a development application, you should discuss your proposal with the council to ensure you understand what is required.

I have a hobby farm. Would these changes apply to me?

No. The new land use terms would only apply where the existing main use of the land is the production of agricultural/primary production goods for commercial purposes. The proposed changes are intended to make it easier for commercial producers to diversify their income stream, showcase their produce and allow people to connect with the source of their food and fibre. This is especially important during times when farming activities may not be possible, such as due to drought.

Could I do multiple agritourism developments on my property under these proposals?

Yes. You could have multiple developments occurring on your property at the same time if each of those developments has the necessary planning approval in place (or in the case of exempt development, meets all the required development standards). The new uses are intended to complement one another.

For example, you could have a small number of people staying at your property as farm stay accommodation and host occasional small functions as farm events.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

Farm stay accommodation

Why are changes being proposed to the existing definition of farm stay accommodation?

Several changes are proposed to the existing definition to give more flexibility to farmers. These are to:

- expand the definition to include camping. Currently, even a small number of tents requires approval as a camping ground. This is unnecessarily restrictive as a small number of people camping is a low-impact activity.
- recognise that farming activities may fluctuate seasonally and to ensure agriculture continues to be the principal use of the land. The existing requirement to demonstrate that the farm stay accommodation is a 'secondary business' has required councils to consider matters (such as yearly turnover) that are not typically planning considerations and do not recognise that farming can be seasonal, especially in periods of drought.

Would the proposals allow me to build accommodation on my farm larger than the limits proposed in the EIE?

If you want to build accommodation on your property larger than the limits proposed in the EIE, you may need to seek approval for a different form of tourist and visitor accommodation, such as hotel or motel accommodation. This is because farm stay accommodation is intended to be only limited scale and low impact.

You would need to ensure the type of accommodation you want to build is permissible on your land and lodge a development application with the local council.

If you are considering a more intense form of accommodation than a farm stay, you should contact your local council.

How many tents could I put up on my property?

The proposal does not limit the number of tents that could be put on a property under any of the proposed development pathways. Instead, the changes seek to limit the number of people to a maximum of 20 at any one time.

This would provide some flexibility in the way a camp site can be set up, while ensuring the use remains low impact.

Farm gate activities

What kind of activities are farm gate activities? Would other activities not listed in the EIE be included?

Farm gate activities are low-impact activities that provide opportunities for landowners to showcase the agricultural produce on the land. The new definition would specifically include retail sales, a small restaurant or café, or tastings and workshops as farm gate activities, although this list is not intended to be exclusive. Other activities that meet the broader definition would also be permitted.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

I would like to open a café on my property. Are there restrictions on the food that could be served?

The intention of the proposed definition for 'farm gate activities' is to provide producers with the opportunity to showcase food grown or produced on the land or in the surrounding area. This means any café or restaurant must be small in scale and predominantly serve food produced on site or on nearby farms.

Larger cafés or restaurants that serve a wider variety of food products are a different land use that must be permitted separately on the land and would require a development application.

Farm events

Would the proposed amendments allow me to host a wedding on my property?

Yes. The new land use term 'farm event' would permit weddings to be hosted on a property. It is proposed to permit functions (including weddings) of up to 50 people 10 times a year, or up to 30 people 52 times a year as exempt development as long as all the development standards are met.

A complying development pathway is proposed to allow some building works to facilitate these events.

Larger or more frequent weddings (or events that do not meet the development standards) would require a development application.

I want to be able to host functions for more than 50 people. Would the changes permit this?

Functions of more than 50 people would not be permitted under the proposals as exempt or complying development. If you wish to host functions for larger numbers of people, you would need to obtain development consent from your local council.

Proposed changes for agricultural development

Why are small-scale processing plants going to be permitted through a fast-track complying development pathway?

The department is considering ways to make it easier for farmers to undertake low-impact agricultural developments. Small-scale processing plants for meat, honey or dairy are proposed to be permitted as complying development to make it quicker and easier for farmers to obtain approvals for these types of developments. Development standards will ensure processing plants are small-scale and in the right locations so that neighbours and the environment are not impacted.

Why is the rebuilding of farm infrastructure going to be allowed as exempt development and not need any approval?

We want to help farmers rebuild after natural disasters such as the 2019-2020 bushfires. Allowing farm infrastructure such as farm buildings and grain bunkers to be rebuilt without approval will make it easier for farmers to recover. Farmers will need to comply with existing exempt development standards for these buildings, except those that would prevent the buildings from being rebuilt in the same location as exempt development, such as setbacks or height standards. The reconstructed building must have the same height and footprint as the previous building.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

Why is the department considering increasing the setbacks required for rural dwellings from intensive agricultural developments?

Intensive agricultural developments such as pig farms, feedlots and poultry farms can have significant impacts on neighbouring properties, such as odour and noise. Increasing setbacks will prevent new houses being built close to these developments without proper consideration of the potential land-use conflict through a development application. The changes will only apply to new rural dwellings permitted as complying development.

Why are the provisions for temporary stock containment areas being updated?

Stakeholders have suggested that the provisions for stock containment areas could be simplified to make them easier to use. Some containment areas can have a negative impact on nearby areas because of their location due to runoff into waterways. The proposed changes will place restrictions on where stock containment areas can be located to minimise any impacts on the environment or neighbouring properties.

Why is the department updating provisions for farm dams?

Farm dams are essential to provide water for stock, fire protection and irrigation. We are considering ways to simplify the planning controls for farm dams and make them consistent across the state.

How are the provisions for small-scale poultry farms and pig farms being updated to safeguard biosecurity?

Currently, small-scale poultry farms and pig farms can be developed without consent provided they are a significant distance from other poultry and pig farms and meet other criteria. We are proposing to increase this separation distance to respond to concerns from stakeholders that the distance required between farms is too small and does not meet best-practice standards for biosecurity. Farms that are proposed to be located closer than these distances must seek approval by lodging a development application.

Why is the department introducing planning controls for recreational beekeeping?

The department is introducing planning provisions for recreational beekeeping to clarify that the activity does not require planning approval if done according to certain standards. Commercial beekeeping is already defined as a land-use in local environmental plans and is a type of extensive agriculture, but there has been confusion regarding whether recreational beekeeping requires planning approval.

Proposed rollout of the changes

Would I be able to use the exempt and complying development pathways straight away? What happens from here?

At this stage, we are seeking feedback on the proposals. Based on the feedback received, the details of the proposed changes may be amended.

The exempt and complying development pathways will be available once the new provisions commence.

Agritourism and small-scale agriculture planning reforms



Frequently asked questions

Until that time, the existing requirements continue to apply.

Making a submission

I have concerns with some of the proposed standards for exempt and complying development. What should I do?

The purpose of exhibiting the EIE is to obtain feedback from the community and other stakeholders about the proposals. We will consider this feedback in finalising the proposals. If you support the proposals or have concerns, we also welcome your feedback.

You can provide feedback by:

- making a submission in writing, and/or
- completing the surveys, and/or
- providing general comments on an 'ideas wall'.

To submit your feedback, visit: planning.nsw.gov.au/agriculture-changes

I don't understand what is being proposed. Who can I contact?

If you have questions about the proposals, you can:

Email: information@planning.nsw.gov.au

Website: [Contact us via our online form](#)

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10 INFRASTRUCTURE SERVICES

10.1 FY2021 ROADWORKS MONTHLY UPDATE FOR FEBRUARY

TRIM Number: R21/54

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 February, works in progress in the month of March and works scheduled for the month of April. 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

No announcement of successful projects under round 2 of the Fixing Local Roads program has been made at this stage. The program guidelines indicated an announcement would be made in January 2021 and successful projects had to commence this financial year. The delay in the announcements will make it difficult for material procurement and therefore meaningful project commencement to occur in this financial year. Due to the large volume of work many Councils have, delays are already occurring in the supply of concrete culverts – Fifield Road culverts delivery was over three months after they were ordered. Council's sealing contractor has advised that they can only complete a small amount of work currently ready for sealing when they are here on the week commencing 15 March and then will not be able to return until after 12 April.

ISSUES AND COMMENTS

Road Construction

The Fixing Country Roads (FCR) project – MR 57N The Bogan Way (Tullamore to Albert) is continuing with approx. 7km of road widened and sealed. This project is now on hold due to resources (labour and plant) being allocated to other grant funded capital projects.

Diggers Ave from the Lachlan River to the intersection of MR 377 Lachlan Valley Way has been widened, stabilised and sealed as part of the Condobolin freight betterment project.

MR 57N Fifield Road reconstruction and seal, using Repair funding, commenced on 16 March with the installation of culverts and widening and stabilising of the road formation. As Council's sealing contractor is not available over the next month, as noted above, a Dubbo based sealing contractor has been engaged to complete 1.7 km of sealing in this 3 km long project on 24 and 25 March. Given the high traffic volumes on this Regional Road, it is deemed a high priority to seal as quickly as possible after the stabilising and pavement reconstruction is completed.

Heavy patching work has been completed on MR 501 Lachlan Valley Way (aka Hillston Road).

An internal review of the Regional Road BLOCK grant funding has indicated that there was a high risk of underspending this funding allocation due to delays in some of the projects (Foster Street and William/Lachlan Street). As these funds are lost if not full spent and to ensure full expenditure of this allocation additional projects have been commenced. These include;

- MR 57S The Gipps Way completion of widening out to Humbug Creek and reseal to intersection of Lake Cargelligo Road
- MR 371 Rankin Springs Road – widening and reseal North Uabba Road to Lachlan Valley Way – approx. 1.5 km long.

- MR 231 Wyalong Road – widening and reseal south of Lake Cargelligo – approx. 2.7 km long.

Road formation on SR 1029 Tullibigeal Road is continuing on 5 km of the road with gravel carting to form road pavement due to commence shortly.

Work is due to commence on the first 800 metres of Palesthan Road (from the MR 461 Henry Parkes Way Intersection) with culvert extension and widening prior to undertaking a reseal of this road segment as part of the Local Roads resealing program.

Road Maintenance

Maintenance grading levels have been reduced with maintenance graders being reallocated to the completion of flood damage restoration work from the April 2020 storm damage event or staff being reassigned to construction crews and the graders temporarily stood down. The concentration on construction work will continue until the end of the financial year.

Works completed in February 2021

<ul style="list-style-type: none"> • Road Heavy Patching, re-sheeting / grade, water & roll. 	<ul style="list-style-type: none"> • Grade, water & roll works were undertaken on the following roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ MR 61 Henry Parkes Way – State Highway heavy patching ○ MR 461 Henry Parkes Way – gwr • Shire Roads <ul style="list-style-type: none"> ○ SR 19 Middlefield Road – flood damage drainage repairs ○ SR 74 Derriwong Road – flood damage repairs ○ SR 250 Hadleigh Downs Road – flood damage repairs ○ SR 381 Verona Road– flood damage repairs ○ SR 1007 Begargo Road ○ SR 1169 Bobadah Road ○ SR 1347 Albert Road – flood damage repairs
<ul style="list-style-type: none"> • Road and culvert reconstruction and sealing 	<ul style="list-style-type: none"> • Road reconstruction and sealing work was undertaken on selected segments of the following roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ MR 57N The Bogan Way – FCR shoulder reconstruction and widening 2 km ○ MR 377 Lachlan Valley Way – reconstruct and seal of 1.5 km • Shire Roads and Town Streets <ul style="list-style-type: none"> ○ Cargelligo Street, road formation 400m
<ul style="list-style-type: none"> • Road reseals 	<ul style="list-style-type: none"> • Road resealing works were undertaken on the following roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> • MR 57N The Bogan Way – FCR 3.5 km reseal • Shire Roads <ul style="list-style-type: none"> ○ nil • Town Streets <ul style="list-style-type: none"> ○ nil

<ul style="list-style-type: none"> • Maintenance grading/sucker removal/line marking/Storm damage repairs 	<ul style="list-style-type: none"> • Routine maintenance grading work was undertaken on the following unsealed roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ nil • Shire Roads <ul style="list-style-type: none"> ○ SR 5 Lansdale Road ○ SR 11 Moira Vale Road ○ SR 34 Wilmatha Road ○ SR 41 Red Heart Road ○ SR 45 Boona Road – drainage improvements ○ SR 46 Carrawatha Road ○ SR 47 Mineral Hill Road ○ SR 49 Myamley Road ○ SR 56 Bimbella Road ○ SR 70 Burando Road ○ SR 88 Fairholme Road ○ SR 91 Marsden Road ○ SR 92 Longingettin Road ○ SR 98 Manna Forest Road ○ SR 130 West Milby Road ○ SR 133 Whymarks Lane ○ SR 142 Yarran Road ○ SR 205 Contarlo Road ○ SR 208 Brewer Lane ○ SR 230 Lachlan Valley Way ○ SR 303 Gleninga Road ○ SR 415 Denise Drive ○ SR 426 Weir Road ○ SR 433 Brownies Lane – vegetation control
<ul style="list-style-type: none"> • Shoulder grading / re-sheeting /slashing and resealing/patching 	<ul style="list-style-type: none"> • Routine shoulder maintenance and patching work was undertaken on the following roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ MR 57N The Bogan Way – pothole patching ○ MR 57S The Gipps Way –pothole patching/vegetation control ○ MR 231 Wyalong Road – pothole patching ○ MR 347 Dandaloo Road – pothole patching ○ MR 377 Lachlan Valley Way – pothole patching

	<ul style="list-style-type: none"> ○ MR 423 Lachlan Valley Way – vegetation control ○ MR 461 Henry Parkes Way – pothole patching ○ MR 501 Hillston Road – heavy patching ○ MR 7514 Kiacatoo Road – pothole patching/failed culvert replacement ● Shire Roads <ul style="list-style-type: none"> ○ SR 3 Tabratong Crossing Road – pothole patching ○ SR 64 Plantina Road – pothole patching ○ SR 85 North Forbes Road – drainage improvements
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Works in Progress March 2021

<ul style="list-style-type: none"> ● Road re-sheeting / grade, water & roll 	<ul style="list-style-type: none"> ● Road re-sheeting work/grade, water & roll is being undertaken on the following roads. <ul style="list-style-type: none"> ● Main Roads <ul style="list-style-type: none"> ○ nil ● Shire Roads <ul style="list-style-type: none"> ○ SR 1347 Albert Road – gravel re-sheeting, flood damage repairs
<ul style="list-style-type: none"> ● Road and culvert reconstruction and sealing 	<ul style="list-style-type: none"> ● Road reconstruction and sealing work is being undertaken on selected segments of the following roads. <ul style="list-style-type: none"> ● Main Roads <ul style="list-style-type: none"> ○ MR 57N Fifield Road – Repair/Block - 3km of road widening and rehabilitation near to Yambora Road ○ MR 57NN The Bogan Way – FCR/Block - shoulder reconstruction and widening ○ MR 57S The Gipps Way – Block - shoulder widening and sealing ○ MR 231 Wyalong Road – Block - shoulder widening and sealing 1.7 km ○ MR 371 Rankin Springs Road – Block - shoulder widening and sealing 1.5 km ● Shire Roads <ul style="list-style-type: none"> ○ SR 1029 Tullibigeal Road – FRC/RTR - road formation and sealing 5km ● Town Streets <ul style="list-style-type: none"> ○ nil
<ul style="list-style-type: none"> ● Road reseals 	<ul style="list-style-type: none"> ● State Road & Main Roads: <ul style="list-style-type: none"> ○ nil ● Shire Roads <ul style="list-style-type: none"> ○ nil
<ul style="list-style-type: none"> ● Maintenance grading / 	<ul style="list-style-type: none"> ● Routine maintenance grading work is being undertaken on the following unsealed roads.

<ul style="list-style-type: none"> • sucker removal / line marking 	<ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ nil • Shire Roads <ul style="list-style-type: none"> ○ as required
<ul style="list-style-type: none"> • Shoulder grading / re-sheeting /slashing and resealing/patching 	<ul style="list-style-type: none"> • Routine shoulder maintenance work is being undertaken on the following roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ nil • Shire Roads <ul style="list-style-type: none"> ○ nil

Works Planned for April 2021

<ul style="list-style-type: none"> • Road re-sheeting / grade, water & roll 	<ul style="list-style-type: none"> • Road re-sheeting and grade water roll (GWR) work is planned for the following roads. <ul style="list-style-type: none"> • Main Roads <ul style="list-style-type: none"> ○ nil • Shire Roads <ul style="list-style-type: none"> ○ nil
<ul style="list-style-type: none"> • Road and culvert reconstruction/repairs and sealing 	<ul style="list-style-type: none"> • Road reconstruction and sealing work is planned for selected segments of the following roads. <ul style="list-style-type: none"> • State Road & Main Roads <ul style="list-style-type: none"> ○ MR 57N Fifield Road – Repair/Block completion of reconstruction/widen of 3 km in vicinity of Yambora Road • Shire Roads <ul style="list-style-type: none"> ○ SR 1029 Tullibigeal Road – FCR/RTR road formation and sealing 6 km • Town Streets <ul style="list-style-type: none"> ○ Cargelligo Street, Tullibigeal sealing ○ Maitland Street, Condobolin – FCR/RTR commencement of stage 2 of widening and reconstruction. ○ School Precinct, Condobolin – FLR/RTR commencement of tree removal and kerb and gutter replacement ○ Harding Street, Condobolin – FLR commencement of tree removal and kerb and gutter replacement ○ Foster Street/Grace Street, Lake Cargelligo – Block/RTR intersection hotmixing
<ul style="list-style-type: none"> • Road resealing 	<ul style="list-style-type: none"> • Road resealing work is planned for selected segments of the following roads. <ul style="list-style-type: none"> • State Road & Main Roads: <ul style="list-style-type: none"> ○ MR 61 Henry Parkes Way RMCC 10 km of reseal

	<ul style="list-style-type: none"> ○ MR 57NN The Bogan Way block – 5 km reseal south of Tottenham ○ MR 57N Fifield Road block – 1.2 km reseal north of Fifield ○ MR 57S The Gipps Way block – 2 km of reseal in vicinity of Lake Cargelligo Road ● Shire Roads <ul style="list-style-type: none"> ○ SR 1187 Palesthan Road – 1 km of reseal west of Henry Parkes Way ○ Remainder of program to be confirmed
<ul style="list-style-type: none"> ● Maintenance grading / sucker removal 	<ul style="list-style-type: none"> ● Routine maintenance grading work is planned for the following sealed/unsealed roads. <ul style="list-style-type: none"> ● Main Roads & Shire Roads <ul style="list-style-type: none"> ○ As required, maintenance grading will be reduced to preserve remaining budget.
<ul style="list-style-type: none"> ● Shoulder grading / re-sheeting/ line marking 	<ul style="list-style-type: none"> ● Shoulder grading work (re-sheeting) is planned for the following sealed roads. <ul style="list-style-type: none"> ● Main Roads & Shire Roads <ul style="list-style-type: none"> ○ nil
<ul style="list-style-type: none"> ● Ongoing survey, investigation & design projects 	<ul style="list-style-type: none"> ● Golf Links Rd and Gum Bend Rd- Kerb & Gutter ● Design complete. Works budgeted FY1920 and FY2021. Awaiting available resources to undertake construction. ● Foster Street Upgrade ● Detailed design and construction cost estimate complete. Water mains relocation programmed to commence in Q4 FY20/21. ● William, Busby & Lachlan Sts Upgrade ● Detailed design and construction cost estimate complete. The TfNSW Fixing Local Road funding confirmed. Programmed to commence in April 2021. ● Gum Bend Road Safety Improvements ● Road Safety Audit completed. Application for funding submitted to Safer Roads Program for FY21/22. ● The Murie and Smyths Corner Culverts. ● Detailed Design is underway to confirm structural details and hydraulic capacity.

FINANCIAL AND RESOURCE IMPLICATIONS

CONSTRUCTION PROJECTS					
Regional Roads					
Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
Regional Roads, reseals	\$250k	TfNSW Block Grant	\$252k	\$252k	Complete
Regional Roads, heavy patching	\$50k	TfNSW Block Grant	\$0k	\$50k	Underway, MR371 Lachlan Valley Way.
MR57S The Gipps Way, seal widening	\$1.043m	Fixing Country Roads \$2.8m, TfNSW Block Grant \$1.172m, Repair 2018/19 \$400k Total \$4.372m	\$1.06	\$1.06m	Complete
MR 461 William St/Lachlan St, Condobolin intersection reconstruction	\$850k	TfNSW Block Grant \$450k, RTR \$400k	\$0k	\$850k	Programmed to commence in Q4 2020/21.
MR 371 Foster St, Lake Cargelligo, Canada St to Lorne St reconstruction	\$1.065m	\$300k TfNSW Block Grant \$295k RTR \$470k FAG Roads	\$0k	\$1.065m	Programmed to commence in Q4 2020/21.
MR 57N Fifield Road, reconstruction and widening 3 km	\$600k	TfNSW Repair program and Block Grant	\$91k	\$600k	In progress, culverts installed.
MR 57N Bogan Way, widening 29km	\$2.985m	FCR \$2.686m, TfNSW Block Grant \$299k	\$615k	\$1.485m in FY20/21, \$1.5m in FY 21/22	5 km of shoulder widening and reseal complete.
MR 57S Gipps Way, Nerathong Bridge replacement	\$2.808m	FCR \$2.387m, TfNSW Block Grant \$421k. Programmed for 2020/21 and 2021/22	\$0k	\$667k in FY 20/21, \$2.141m in FY 21/22	Advice funding deeds have been signed. Design to commence in Q4 2020/21.
MR 57S, MR 377 Condobolin freight and Visitor Centre road works	\$1.203m FY20/21	Regional NSW funding \$563k, TfNSW Block \$640k	\$443k	\$1.203m	1.5 km of MR 377 Lachlan Valley Way reconstructed and sealed. Widening and sealing of Diggers Ave section in progress.

CONSTRUCTION PROJECTS					
Local Roads					
Project	Budget	Funding Source	Expend To Date	Forecast Expend	Comments
SR 194 North Uabba Road, reconstruction and widening 1.5 km	\$270k	RTR	\$269k	\$269k	Complete.
Grace Street, Lake Cargelligo, reconstruction and widen	\$600k	RTR	\$178k	\$600k	Sealing of stage 1 was completed mid-October. Stage 2 will commence in Q4 2020/21.
Foster Street, Lake Cargelligo, reconstruct centre lane	\$300k	\$100k RTR, \$200k FAG Roads	\$15k	\$300k	Programmed to commence in Q4 2020/21.
Local Roads reseals	\$433k	\$293k RTR, \$140k FAG Roads	\$0	\$433k	Reseals will commence in Q4 2020/21.
Local Roads gravel re-sheets	\$708k	\$458k RTR, \$250k Special Rate Variation		\$708k	Completed.
• SR 11 Moira Vale Road			\$82k		
• SR 44 Melrose Plains Road			\$55k		
• SR 45 Boona Road			\$185k		
• SR 1187 Palesthan Road			\$0k		
• SR 1347 Albert Road			\$103k		
• SR 56 Bimbella Road			\$71k		
• TOTAL			\$496k		
SR 376 Willow Bend Road, reconstruct and widen 2km, reseal	\$231k (2019/20) \$360k (2020/21)	\$300k RTR	\$231k (2019/20) \$370k (2020/21)	\$601k	Project complete
SR 231 Curlew Road, extend seal	\$1.945m	\$1.595m FCR, \$350k RTR	\$1,007k (2019/20)	\$1.811m	Project complete. \$124k of RTR funding was unspent and will

			\$803k (2020/21) Total \$1.811m		be allocated to other RTR projects.
SR 1029 Tullibigeal Road extend seal 17km – stage 1	\$2.186m	\$913.5k FCR, \$1,272.5k RTR	\$1,008k (2019/20) \$856k (2020/21) Total \$1.864m	\$2.186m	Formation of last 4km of road in progress.
SR 1029 Tullibigeal Road extend seal 9km – stage 2	\$1.061m	\$955k FCR, \$106k RTR	\$0k	\$1.061m	Construction of first 1 km will be undertaken with completion of stage 1. Final 8 km programmed for April – September 2021.
Maitland Street HV Upgrade	\$900k	\$765k FCR, \$135k RTR	\$377k	\$900k	1 km widening complete. Construction will commence on next section in Q4.
Busby/Harding St reconstruction	\$800k	\$800k Fixing Local Roads	\$0k	\$800k	Programmed for Q4 2020/21.
Condobolin School Precinct	\$1.181m	\$952k Fixing Local Roads \$120k RTR \$109k FAG Roads	\$0k	\$1.181m	Programmed for Q4 2020/21.
Cargelligo Street, Tullibigeal	\$60k	\$40k RTR \$20k FAG Roads	\$80k	\$60k	Road formation in progress. Sealing planned for April 2021.
Urban Reseals, Condobolin	\$100k	FAG Roads	\$0k	\$100k	Programmed for Q4 2020/21.

FUNDING SOURCES					
Funding Source	Amount	Contribution	% Spend	Used by	Comments
Roads to Recovery	\$3.637m	Nil	40.3%	30-Jun	Year 2 of five year program. \$444k of carry-over funds from 2019/20.
TfNSW Block Grant and Supplementary	\$3.132m	100% TfNSW	47.1%	30-Jun	TfNSW confirmed budget unchanged from 2019/20.
TfNSW Traffic Facilities	\$147k	100% TfNSW	53.4%	30-Jun	TfNSW confirmed budget unchanged from 2019/20.
TfNSW REPAIR	\$300k	100% TfNSW	15.1%	30-Jun	In progress
FAG Roads	\$3.4m	100% Federal Grant	75.1%		To reserve if not spent by June.
Fixing Country Roads MR 57S The Gipps Way Upgrade.	\$2.8m	\$1.172m TfNSW Block, \$0.4k 2018/19 TfNSW REPAIR, \$2.8m Fixing Country Roads,	100%	December 2020	Project complete
Fixing Country Roads SR 231 Curlew Road Upgrade	\$1.585m	\$350k RTR FY1920 & \$1.585m Fixing Country Roads	100%	December 2020	Project complete.
Fixing Country Roads Maitland St Bypass Upgrade	\$765k	\$135k RTR FY1920 & \$765k Fixing Country Roads	41.9%	April 2021	Stage 2 has commenced. Extension of time application has been submitted.
Fixing Country Roads SR 1029 Tullibigeal Road Upgrade – stage 1	\$913.5k	\$1,272m RTR FY1920 & \$913.5k Fixing Country Roads	85.3%	March 2021	Part 2 commenced January 2021. Extension of time application has been submitted.
Fixing Country Roads SR 1029 Tullibigeal Road Upgrade – stage 2	\$955k	\$106k RTR & \$955k Fixing Country Roads	0%	October 2021	In progress with completion of stage 1.
Fixing Country MR 57N The Bogan Way widening	\$2.687m	\$2.687m Fixing Country Roads & \$298k TfNSW Block	22.9%	May 2022	7 km at Albert end of project has been completed
Fixing Country Roads MR 57S The Gipps Way, Nerathong bridge replacement	\$2.387m	\$2.387m Fixing Country Roads & \$421k TfNSW Block	0%	June 2022	Design programmed to commence in Q4 2020/21.

LEGAL IMPLICATIONS

Roads Act 1993 and Roads Regulations 2008

RISK IMPLICATIONS

The unavailability of the sealing contractor to complete resealing work in late March does put the program at risk if the weather changes significantly and it becomes too cold to complete reseals.

STAKEHOLDER CONSULTATION

Roads to Recovery grant program officers, TfNSW Parkes Regional Office, Restart NSW program officers. Media Releases and council news columns will continue to update the community on works that are likely to cause significant traffic impacts. Targeted stakeholder updates will be completed for large urban improvement projects.

OPTIONS

Continue to progress with all road construction works required for completion by 30 June 2021. Report to Council additional funds required where cost estimates show a shortfall in budget allocation and make adjustments with quarterly budget review. Two project managers have been engaged from Council's Project Manager Panel to assist with progressing the planning for a number of road and community infrastructure projects. These two project managers have been assigned a number of projects in Condobolin and Lake Cargelligo respectively.

CONCLUSION

Careful planning of construction programmes over the next two years will be required and additional construction and project management assistance will be needed. This will be provided through Council's Contractor and Project Management Term Panels.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 3.1 Efficient transport networks that meet community and business needs.

Transport Asset Management Plan

ATTACHMENTS

Nil

RECOMMENDATION

That:

The Director Infrastructure Services Report No. R21/54 be received and noted.

10.2 FY2021 RECREATION MONTHLY UPDATE FOR FEBRUARY

TRIM Number: R21/57

Author: Director Infrastructure Services

PURPOSE

The purpose of this report is to provide an update of the capital improvements in the Recreation Section. The items listed are for works undertaken in February, in progress for the month of March and forecast for the month of April 2021.

SUPPORTING INFORMATION

Attached - Drought Communities Programme Update.

BACKGROUND

Council has adopted the 2020/21 budget and associated Delivery and 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 February

Drought Communities Program	Adverse Events Plan to be completed as required by the Grant program. Financial information to be audited and acquitted. Grant finalisation report to be submitted.
Drought Stimulus Lake Cargelligo and Tottenham	Milestone 2 reports submitted for Tottenham. Tottenham Recreation Ground drainage works to commence. Lake Cargelligo Nil action.
Utes in the Paddock Electrical Relocation	Time line confirmed by contractor and network outage date confirmed for 3 March.
Tourism Precinct – stage 2.	3D motor controlled grader to arrive and staff to be trained in operation.
Tourism Precinct – stage 3. BBRF	Project Manager engaged to assist with project delivery. Wood Sculpture has been engaged and design discussions underway. Path construction commence.
Gum Bend Lake Walkway stage 1	Minor Landscaping works completed to improve maintenance on slope. Discussions underway with Landcare and local bird watcher for signage.
Condobolin and Tottenham Toddler Pool Filtration	Council awarded Filter Separation Tender to Conseth. Contracts awaiting execution.
Bridge Street Drainage	Project Manager has been engaged to progress design and complete RFQ documentation, construction approval to Fisheries.
Lake Cargelligo Walkway stage 3	RFQ closed – submissions being assessed.
Apex Park Pontoon and foreshore improvements	Project Manager has been engaged to progress design and construction approval to Crown Lands and Fisheries.

Tottenham Tennis court upgrade	Installation pending arrival of LED lights.
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Works Underway in March

Drought Communities Program	All project acquittals and project finalisation report to be completed.
Drought Stimulus Lake Cargelligo and Tottenham	Milestone 2 report submitted for Lake Cargelligo and additional information required for Tottenham Milestone 2. Footpath works in Lake Cargelligo to be finalised, pending worker availability. Lake Cargelligo Community Hall, works nearing completion. Lake Cargelligo Recreation Ground seating improvement to be completed Tottenham Recreation Ground stormwater to be complete
Utes in the Paddock Electrical Relocation	Site works delayed due to pole availability. Grant body informed of delays. Proposed works rescheduled for 22 March. Network outage 24 March. Works will be completed.
Tourism Precinct – stage 2.	Diggers Avenue stabilising and sealing works planned
Tourism Precinct – stage 3. BBRF	Footpath works underway. Water and sewer main extension designs underway. Irrigation designer to be confirmed.
Condobolin Cemetery	Commence procurement for Row and Section markers.
Gum Bend Lake Walkway stage 1	Works complete in accordance with grant. Grant acquittal report submitted. Discussions continue with bird watchers, Landcare and GBL committee around educational signage. Minor landscaping work to continue near to pump shed.
Condobolin and Tottenham Pool Filtration	Tender Awarded with a view to signing contracts to commence construction in the Winter period.
Bridge Street Drainage	Issue RFQ documentation for supply of box culvert. Costs received and being reviewed. Issue RFQ documentation for construction contractor. Submission completed to Fisheries for construction approval.
Lake Cargelligo Walkway stage 3	Due to lower than expected price, The Tender assessment was not required to be reported to Council. Tender was awarded under General Manager Delegations and signing of contract is underway, with a view to commence construction in April.
Apex Park Pontoon	Issue RFQ documentation for supply of goods and engage construction contractor. Submissions completed to Crown Lands and Fisheries for construction approval.
Tottenham Tennis court upgrade	Complete lighting installation.
Tullibigeal Bore and power supply	Awaiting Work as executed drawings, Operation and Maintenance Manual completed Project close out.

Works scheduled in April

Drought Communities Program	All project acquittals and project finalisation report to be completed.
Drought Stimulus Footpath works in Lake Cargelligo and Tottenham Recreation Ground	Lake Cargelligo Community facilities improvement to be completed Tottenham Recreation Ground to be complete
Utes in the Paddock Electrical Relocation	Works will be completed.
Tourism Precinct – stage 2.	Earthworks to recommence.
Tourism Precinct – stage 3. BBRF	Footpath works completed. Irrigation details confirmed. Dog exercise and play area procurement underway. Water and sewer main installation.
Condobolin Cemetery	Commence installation of Row and Section markers.
Gum Bend Lake Walkway stage 1	Completed Signage, furniture and landscaping.
Condobolin and Tottenham Pool Filtration	Design review underway.
Bridge Street Drainage	Purchase order issued for supply of culverts Quotations being assessed for installation.
Lake Cargelligo Walkway stage 3	Nearby residents have been advised of works and interruptions to their access. Construction works to commence.
Apex Park Pontoon	RFQ documentation being assessed for the supply of goods and for construction contractor to install works.

FINANCIAL AND RESOURCE IMPLICATIONS

Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
Drought Communities Programme	\$1,000k	Drought Communities Programme	\$950k	\$1,000,000	Programme is on budget and progressing as planned.
Lake Cargelligo community facilities -Footpaths -Hall kitchen -Rec ground seating	\$90k \$30k \$50k	Drought Stimulus	\$81k \$22k \$34k	\$90k \$30k \$50k	Programme is on budget and progressing as planned.
Tourism Precinct Stage 3	\$600k	BBRF 4 SCCF2	\$164k	\$600k	Budget is on track
Gum Bend Lake Walkway stage 1	\$164k	SCCF3 VPA	\$127k	\$150k	Under Budget
Lake Cargelligo Foreshore Walkway stage 3	\$392k	Active Transport LRCI	\$3k	\$347k	Under Budget
Bridge Street Drainage	\$325k	LRCI, Stormwater reserve	\$14	\$325k	Budget is on track
Apex Park pontoon	\$200k	Boating now,	\$3k	\$200k	Budget is on track
Tottenham sports ground fencing	\$173k	Drought Stimulus	\$123k	\$173k	Under Budget
Tottenham tennis court refurbishment	\$70k	LRCI	\$22k	\$70k	Under Budget
Tullibigeal Bore and pipeline	\$663k	Council, CDRV, SCCF1C.	\$422k	\$431k	On Budget.
Tullibigeal Sports Ground and racetrack irrigation			\$170k	\$170k	COMPLETE
Tullibigeal Power Upgrade for bore			\$61k Total bore & power spend = \$653k	\$61k	Overspend can be funded by underspend on Bore

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Project management and financial controls in place to manage time and budget risks. Additional Project Managers have been engaged to assist in delivering the Capital Works program where Project Management can be funded by the project. Mr Patrick Barrett has accepted the position of Manager Urban Works (previously Manager Recreation), and commenced work on 15 March 2021.

STAKEHOLDER CONSULTATION

Council staff are seeking to engage with specific stakeholders on each project, in accordance with Council's community consultation policy.

Gum Bend Lake Committee continue to be updated on specific activities at Gum Bend Lake. Discussions have commenced with Landcare and local bird watcher regarding signage.

Swimming Pool operators have been consulted and provided the opportunity to comment on the concept design for toddler pool filtration separation.

Communication between Council and the Tullibigeal Recreation Ground users is improving. A recent trial AFL game was a great success on the new facility. Discussions are underway around the installation of a new electronic scoreboard that the committee has purchased. The committee has been advised that the new storage shed will be installed in May.

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 budget.

CONCLUSION

This report updates Council on the capital improvements undertaken by the recreation section in February, in progress for March and forecast work for April 2021.

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 November** [↓](#)

RECOMMENDATION

That:

1. The Director Infrastructure Services Report No. R21/57 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	Program wrap - up underway
Increase Mental Health support services	\$ 50,000	Program wrap - up underway
Slide on potable water tanks	\$ 100,000	Final adjustments underway
Total	\$ 250,000	
Derriwong		
New Town Entrance Signs x 2	\$ 30,000	Complete
Total	\$ 30,000	
Fifield		
New Town Entrance Signs x 2	\$ 30,000	Complete
Total	\$ 30,000	
Burcher		
New Town Entrance Signs x 2	\$ 30,000	Complete
Total	\$ 30,000	
Albert		
Kerb & Gutter, drainage and footpath improvements	\$ 30,000	Complete
New Town Entrance Signs x 2	\$ 30,000	Complete
Total	\$ 60,000	
Tullibigeal		
Footpath upgrades in key areas	\$ 20,000	Complete
New Town Entrance Signs x 2	\$ 60,000	Complete
Total	\$ 80,000	
Tottenham		
Footpath upgrades in key areas	\$ 20,000	Complete
New Town Entrance Signs x 4	\$ 60,000	Complete
Seal and upgrade sports ground entrance & parking	\$ 35,000	Complete
New Street Bins covers	\$ 15,000	Complete
Total	\$ 130,000	
Lake Cargelligo		
Showground Amenities and stables	\$ 160,000	Stables complete Amenities to lock up stage
Total	\$ 160,000	
Condobolin		
SRA irrigation racetrack concourse	\$ 90,000	Complete
Footpath upgrades in key areas	\$ 80,000	Complete
Bill Hurley irrigation and shade	\$ 45,000	Complete
Buckland park irrigation	\$ 15,000	Complete
Total	\$ 230,000	
Grand Total	\$ 1,000,000	

10.3 FY2021 UTILITIES MONTHLY UPDATE FOR FEBRUARY

TRIM Number: R21/58

Author: Engineer 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. Items listed are works undertaken for February, in progress for the month of March and forecast for the month of April 2021.

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"> RNSW1879 Condobolin Water Supply Upgrade Scoping Study is currently being put on-hold until the bore testing for Condobolin Bore Fields II is completed.
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> Paul Milne Drilling and Hydroilex have experience continued delays in pump testing equipment repairs. Pump tests are now planned to recommence on 23 March, starting with BH-2, with BH-3 to immediately follow. The detailed survey of the preferred alignment for the new bore pipeline has been completed for the entire distance between the bore sites in Lachlan Valley Way and the Condobolin Water Treatment Plant. The Review of Environmental Factors has been updated to allow for minor realignments of the proposed pipeline and the area around Willow Bend Road that was not studied in the previous REF. The revised REF has not uncovered any new constraints to the project.
DWS072 Condobolin Drought Water Security Project	<ul style="list-style-type: none"> Project Plan documentation has been submitted to DPIE Water and Milestone 1 invoice has been submitted. .
Goobang Creek Raw Water Pump Station	<ul style="list-style-type: none"> This project is still on hold due to prioritisation of other projects and expected to resume after the bore testing is completed.

Condobolin SRA Cottage SPS Electrical & Control System Upgrade	<ul style="list-style-type: none"> • Earthworks remain to allow the relocation works of the switchboard and instrumentation above the flood impacted area.
Condobolin Gum Bend Lake SPS Electrical & Control System Upgrade	<ul style="list-style-type: none"> • New electrical & control system upgrade was completed February. Temporary electrical connection was made to the new panel in preparation for the Amenities demolition and construction works. • A retaining brick wall was constructed & site area was reinstated.
Condobolin Water Treatment Plant (WTP)	<ul style="list-style-type: none"> • Condobolin's water restrictions returned to Level 1 effective from 3rd March 2021.
Condobolin Water-Mains upgrade at Maitland street near Boona Road intersection	<ul style="list-style-type: none"> • Upgrade water mains in conjunction with the heavy vehicle road upgrades. Works are planned to be executed on 17th March 2021.
Burcher WTP	<ul style="list-style-type: none"> • Following feedback from the February Strategic Briefing, a further meeting has been held with MBS Water Pty Ltd (MBS Water). The draft report presented to Council staff will be amended to include further analysis of a non-potable water option. Further details around the cost and water security implications will be presented to Council once the updated report is complete. • Council staff will continue to work with MBS Water to confirm details of the report and bring further information to Council.

Lake Cargelligo

Project	Progress
Lake Cargelligo Sewerage Treatment Plant Lagoon Upgrades	<ul style="list-style-type: none"> • Works were undertaken to improve culvert connection between pond 1 and 2 and stabilise the worst of the eroded embankment. • Culvert connection & embankment repair works completed in first week of March.
Lake Cargelligo SPS 1 Electrical & Control System Upgrade	<ul style="list-style-type: none"> • The design of the new switchboard is nearing completion. • The site installation & upgrade works were completed in early March.
Lake Cargelligo WTP-chemical evaporation pond desilting & upgrade works	<ul style="list-style-type: none"> • Curtis Barrier International (CBI) was awarded the contract to reline the chemical back wash pond no.2, works are expected to be completed in May.

Tottenham

Project	Progress
RNSW 841 Tottenham Water Supply	<ul style="list-style-type: none"> • The reservoir options study is currently underway. The final draft of the study is expected in March. • PWA require additional survey works around Leg-O-Mutton Dam in order to complete the bank stability analysis. Initial ground

	survey data was incomplete owing to obstructions from trees/shrubs.
Tottenham Sewerage Treatment Plant Shed	<ul style="list-style-type: none"> • Awaiting confirmation of budget to engage the electrician to connect electricity to the shed.
Albert Reservoir	<ul style="list-style-type: none"> • B-section pipeline continues to deliver less water during the summer months and Tottenham Water Treatment Plant has been turned on to supplement the increased demand. • The supply from the B-section pipeline is not yet sufficient to permit the un-locking of the standpipe. This will be reviewed and reported to the April Council meeting. • The faulty flow meter at the shire boundary was replaced & electrical termination works are pending – expected to be completed before the end of March.
Fifield Reservoir	<ul style="list-style-type: none"> • An access ladder to the Fifield Reservoir was installed in February

Shire Wide

2. Project	3. Progress
4. RNSW 842 Sewage Effluent Reuse Management System (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> • Hunter H2O is undertaking the water balance analysis for the sewage effluent at Tottenham STP. • Premise has been engaged to undertake soil samples of the proposed irrigation areas, to ensure the soil is suitable for the application. A desktop study will also be completed for ground water vulnerability.
5. Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> • PWA have attended multiple sites across the Shire throughout the month of February and are continuing with the Data gathering process required for their study. • PWA and Council have held discussions around optional items in the scope of the IWCM study. Secure Yield Analysis of the Tottenham Water supply and preparation of the 30-year asset renewal plan have been included in the study. These will provide Council with a thorough support document for short and long term budget planning and future grant applications.

FINANCIAL AND RESOURCE IMPLICATIONS

All projects are listed as per the Delivery and Operational Plan 2020/21, reflecting changes made in QBR2 and works in progress from the previous year.

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 Water and the backwash discharge from the water treatment plant is administered by the EPA.

Non-potable water continues to be supplied to Tullibigeal, Fifield and Burcher.

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 Water 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 Impacts

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 checked regularly to identify any deviation from the current guidelines and standards.

RISK IMPLICATIONS

Risk associated with the engagement of PWA is addressed by the formation of a project steering committee with INSW, DPIE Water, 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 Water, 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. Residents impacted by planned temporary disruption of services are provided reasonable notice where possible using a combination of letter box drops, public notices and media releases.

OPTIONS

1. Council continue to implement the Water and Sewer capital, operation and maintenance program as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the Water and Sewer capital, operation and maintenance program.

CONCLUSION

This report is provided to update Council on activities in the Utilities section in February, underway for March and planned for April 2021.

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 Director Infrastructure Services Report No. R21/58 be received and noted.

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10.4 REQUEST TO TRANSFER A CROWN ROAD FOR PROPERTY ACCESS

TRIM Number: R21/64

Author: Director Infrastructure Services

PURPOSE

To seek a Council Resolution on a request for Council to take over the ownership of a Crown road, and construct an improved property access road.

SUPPORTING INFORMATION

DPIE – Crown roads. www.industry.nsw.gov.au/lands/access/roads

BACKGROUND

Mrs K L Watson (nee Easey) has requested that Council assume ownership of a Crown road, which is the only access for her property “Hopbush Valley” - Lots 12 and 13 DP 752866 Assessment number 1036386. Mrs Watson is also advocating on behalf of the Estate of Mr G P Easey, “Paynes Block” – Lot 12, 13 and 25 of DP 752901 Assessment number 1036849. This property also uses the Crown road for access.

The Crown road is shown clearly in Attachment 1. Approximately 4.7km of the road is within the Bogan Shire Council area and 4.6km is in the Lachlan Shire LGA.

In 2010, a public consultation process was undertaken by Crown Land to close these Crown roads. This proposed Crown road closure was not completed, as this Road corridor is the only legal access for these properties. There is currently no other public access options for these lots.

The Bogan Shire has previously resolved to decline the request to assume ownership of the road and construct the road for Mrs Watson (as advised by Mr Graeme Bourke, Director Engineering Bogan Shire Council).

ISSUES AND COMMENTS

The Crown road is the only access to these properties and lots. This Crown road does traverse through a neighbour’s property – which appears to be a factor in the request. The road corridor has dense vegetation, with a narrow natural surface track through the corridor (see Attachment 2).

Mrs Watson’s request for Lachlan Shire Council to take over this Crown road must be considered concurrently with the Bogan Shire Council, as there is no advantage of Lachlan Shire Council becoming the responsible Road Authority without the Bogan Shire Council doing the same for the section of road within their LGA. Correspondence from the Director Engineering at Bogan Shire Council indicated that the opinion of the Bogan Shire Council would not have changed from the last time they declined this request.

The Local Government Act 1993 and the Roads Act 1993 in no way require Council to take ownership of this road. The DPIE have streamlined the procedure for Local Council’s to take over the responsibility of the Crown roads. This is particularly the case where an increased standard of road access is required due to development or similar activity. There is also provision within the Roads Act for the owner/developer to bear the full cost of this construction.

The DPIE – Crown lands will not complete any works on a crown road. Their responsibility “*is based on the administration of legal access along unformed Crown roads and the closure of Crown roads*” as stated on page 17 of their guidelines. The DPIE have developed guidelines and an application process where by local residence can apply to complete small scale works on Crown roads to manage their access.

FINANCIAL AND RESOURCE IMPLICATIONS

Clearing costs Bull Dozer hire – \$1250 establishment, \$3,000 per day. Estimate 4 days = \$13,250

Road formation cost estimate - \$2000 per km. = \$9,200

Approximate annual costs to maintenance grade a road is between \$500- \$1000 per km. That could equate to an addition \$4,600 per yr of additional costs to the Rural Roads maintenance budget.

LEGAL IMPLICATIONS

Roads Act 1993

Local Government Act 1993

RISK IMPLICATIONS

Council is not permitted to do road works where it is not the road authority.

If Council is to consider becoming the Road authority for this Crown Road, it must be done concurrently and in co-operation with the Bogan Shire Council.

Council would have an increased and ongoing annual maintenance requirement.

STAKEHOLDER CONSULTATION

A number of phone discussions have taken place between Council staff and Mrs Watson. Discussions and emails correspondence has taken place between Lachlan and Bogan Shire Council staff. Other adjoining land owners have not been contacted regarding this matter.

OPTIONS

1. Council decline the request from Mrs Watson for Council to take over the control of the Crown road. Suggest Mrs Watson apply to the DPIE – Crown roads for a Section 71 permit to complete minor works to maintain her access.
2. Council, in combination with Bogan Shire Council, request that the Crown road be transferred to the respective Council's, so they become the responsible Road Authority - on the condition the land owners for "Paynes Block" and "Hopbush Valley" bear the full cost of clearing and constructing the road to a suitable standard.

CONCLUSION

Council has been presented with information regarding a request from a property owner for Council to take over the control of a Crown road and construct an improved property access road.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 3.1 Improved transport networks that meet community and business needs

CSP 4.2 Strong effective responsive Council

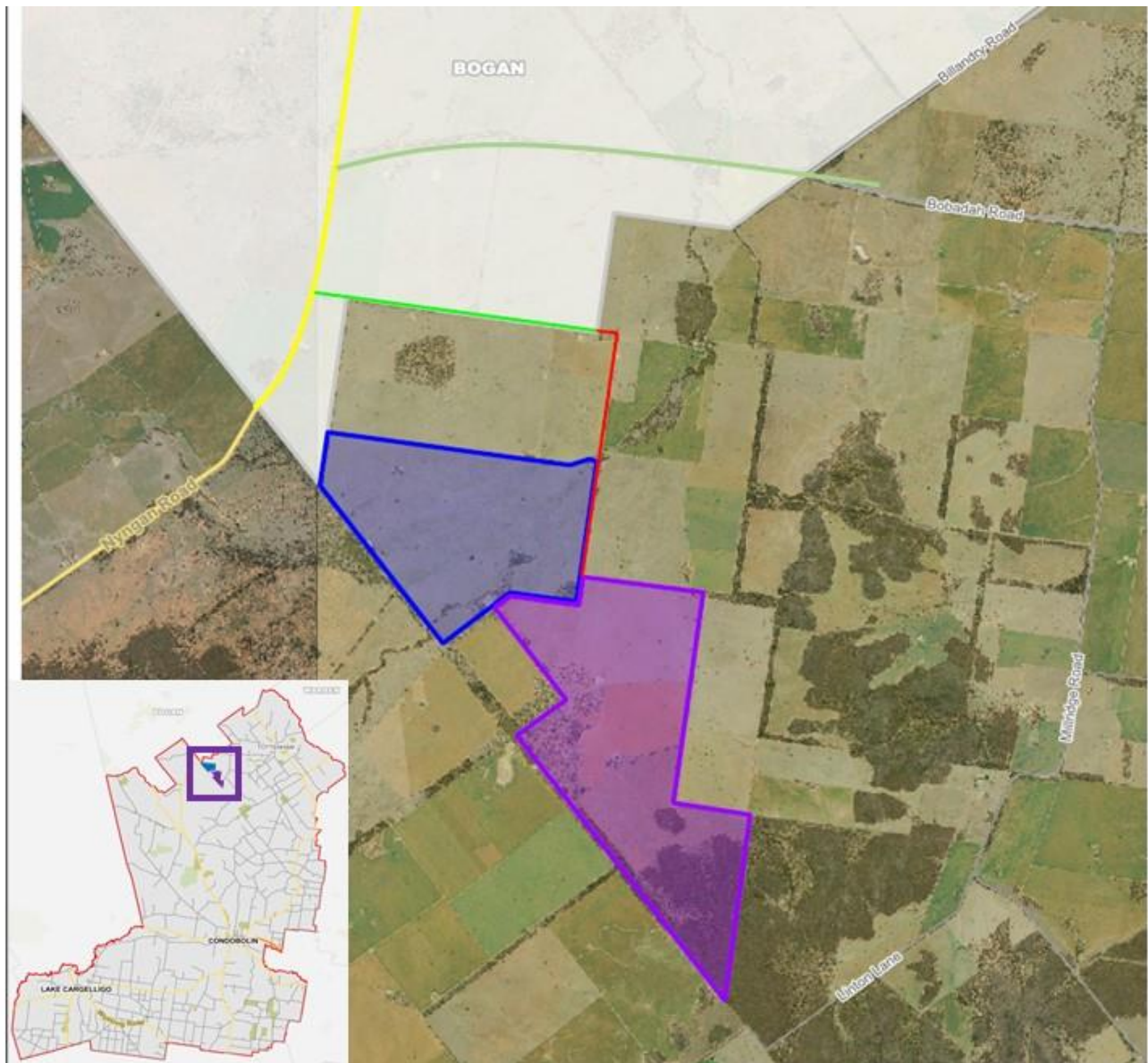
ATTACHMENTS

1. **Context Map** [↓](#)
2. **Crown road entrance and condition** [↓](#)

RECOMMENDATION

That:

3. The Director Infrastructure Services Report R21/64 be received and noted.
4. Council decline the request to become the responsible Road Authority for the Crown road access to lots 12 and 13 DP 752866 and lot 25 DP 752901.
5. Mrs Watson be advised of Council's resolution.



“Paynes Block”. Blue area. “Hopbush Valley” Purple area.
 The legal access for these properties are via a Crown Road,
 from Nyngan Road MR 7514.
 The Crown Road Green shows approx. 4.7km in the Bogan
 Shire.
 Red shows 4.6km in Lachlan Shire.



11 DEPUTATIONS

12 NOTICES OF MOTION

Nil

13 NOTICES OF RESCISSION

Nil

DRAFT

14 DELEGATES REPORT**14.1 COUNTRY MAYOR'S ASSOCIATION****TRIM Number: R21/60****Author: Administration Coordinator - General Management****PURPOSE**

To provide Council with an update on the Country Mayor's Association meeting attended by the Mayor and General Manager.

SUPPORTING INFORMATION

Minutes from the meeting are attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong Effective and Responsive Council

ATTACHMENTS

1. **Attachment A** [↓](#)
2. **Attachment B** [↓](#)
3. **Attachment C** [↓](#)
4. **Attachment D** [↓](#)

RECOMMENDATION

That:

1. The Delegate's Report No. R21/60 be received and noted.



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Ken Keith OAM
 PO Box 337 Parkes NSW 2870
 02 6861 2333
 ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 5 MARCH 2021 CLUB YORK, SYDNEY

The meeting opened at 9.04 a.m.

1. ATTENDANCE:

Albury City Council, Cr Kevin Mack, Mayor
 Armidale Regional Council, Mr James Roncon, General Manager
 Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor
 Bellingen Shire Council, Cr Dominic King, Mayor
 Bland Shire Council, Cr Brian Monaghan, Mayor
 Bland Shire Council, Mr Ray Smith, General Manager
 Blayney Shire Council, Cr Scott Ferguson, Mayor
 Broken Hill City Council, Cr Darriea Turley, Mayor
 Broken Hill City Council, Mr Jay Nankivell, Acting General Manager
 Cabonne Shire Council, Cr Kevin Beatty, Mayor
 Cabonne Shire Council, Mr Brad Burns, General Manager
 Coolamon Shire Council, Cr Bruce Hutcheon, Deputy Mayor
 Coolamon Shire Council, Mr Tony Donoghue, General Manager
 Cootamundra-Gundagai Regional Council, Cr Abb McAlister
 Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager
 Dubbo Regional Council, Cr Ben Shields, Mayor
 Dubbo Regional Council, Mr Michael McMahon, CEO
 Dungog Shire Council, Cr John Connors, Mayor
 Dungog Shire Council, Mr Gareth Curtis, General Manager
 Forbes Shire Council, Cr Jenny Webb, Deputy Mayor
 Forbes Shire Council, Mr Steve Loane, General Manager
 Glen Innes Shire Council, Cr Carol Sparkes, Mayor
 Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
 Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
 Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
 Gunnedah Shire Council, Mr Eric Growth, General Manager
 Gwydir Shire Council, Cr John Coulton, Mayor
 Gwydir Shire Council, Mr Max Eastcott, General Manager
 Hilltops Council, Cr Brian Ingram, Mayor
 Kempsey Shire Council, Cr Liz Campbell, Mayor
 Kempsey Shire Council, Mr Craig Milburn, General Manager

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Kiama Municipal Council, Cr Mark Honey, Mayor
Kiama Municipal Council, Ms Jessica Rippon, Acting General Manager
Kyogle Council, Cr Danielle Mulholland, Mayor
Lachlan Shire Council, Cr John Metcalf, Mayor
Lachlan Shire Council, Mr Greg Tory, General Manager
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Craig Butler, General Manager
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor
Liverpool Plains Shire Council, Ms Joanna Sangster, General Manager
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Lester Rodgers, General Manager
Narrabri Shire Council, Cr Ron Campbell, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Narromine Shire Council, Ms Jane Redden, General Manager
Oberon Council, Cr Kathy Sajowitz, Mayor
Oberon Council, Mr Gary Wallace, General Manager
Orange City Council, Cr Reg Kidd, Mayor
Parkes Shire Council, Cr Ken Keith, Mayor
Port Stephens Council, Cr Ryan Palmer, Mayor
Port Stephens Council, Mr Wayne Wallace, General Manager
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Mayor
Singleton Council, Cr Sue Moore, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Upper Lachlan Shire Council, Cr John Stafford, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Ms Kate Jessep, General Manager
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Chris Weber, Acting General Manager
Warren Shire Council, Cr Milton Quigley, Mayor
Warren Shire Council, Mr Stephen Glenn, General Manager
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor
Yass Valley Council, Cr Rowena Abbey, Mayor
LGNSW, Cr Linda Scott, President
LGNSW, Mr Scott Phillips, CEO

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Brad Hazzard MP, Minister for Health and Medical Research
Mr David Salisbury, Executive Manager Engineering and Mr Geoff Burgess, Head
of Strategic Council Partnerships, Essential Energy

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2. **Welcome**
Chairman Cr Ken Keith welcomed Cr John Medcalf OAM, Mayor and Mr Greg Troy, General Manager, Lachlan Shire Council and Mr Don Murray from the former Premiers team to the meeting
3. **ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 6 November 2020 be accepted as a true and accurate record (Tenterfield Shire Council / Kyogle Council).
4. **Matters Arising from the Minutes**
The Road Classification Review final report is due in July 2021 and Country Mayors needs to follow up at that time
5. **Membership**
RESOLVED that Lachlan Shire Council be admitted as a member of the Association (Forbes Shire Council / Broken Hill City Council)
6. **CORRESPONDENCE**
Outward
 - (a) Insurance Council of Australia, requesting its members to extend the 12 month period of rental assistance to those residents who have lost their primary dwelling
 - (b) The Hon David Littleproud MP, Minister for Agriculture, Drought and Emergency Management, asking that the Commonwealth extend rental relief to bushfire affected individuals and families who lost their primary dwelling
 - (c) The Hon Dr Annabelle Bennett AC SC, Commissioner of the Royal Commission National Natural Disaster Arrangements, regarding the development of emergency management structures, for the future management of natural disasters
 - (d) The Secretariat of the Electoral Districts Redistribution Panel, requesting that they distinguish between the needs of metropolitan and country electorates when making decisions regarding electoral boundaries
 - (e) Cr Robert Mustow, Mayor, Richmond Valley Council, advising that Richmond Valley has been admitted as a member of the Association
 - (f) The Hon Scott Morrison MP, Prime Minister of Australia, requesting that Local Government be represented on the National Cabinet with membership from ALGA
 - (g) Mr Peter Duncan AM, Independent Panel for the Road Classification Review and Transfer, thanking for his presentation to the 6 November meeting
 - (h) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting that in respect to essential water security infrastructure such as dams that consideration be given by the State Government to providing respite from NSW Government costs
 - (i) The Hon Shelley Hancock MP, requesting that when considering the recommendations of the IPART Review that recommendation 34 regarding mining rates not be adopted
 - (j) The Hon Mick Veitch MLC, Shadow Minister for Industry and Trade, Rural Roads, Rural Affairs and Western Sydney, thanking him for his presentation to the 6 November meeting
 - (k) Ms Mary O'Kane, NSW Independent Bushfire Inquiry, thanking her for her presentation to the 6 November meeting

(I)The Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, requesting improved engagement and involvement for projects to be funded under the National Water Infrastructure

NOTED

7. FINANCIAL REPORT

RESOLVED That the financial reports for the last quarter were tabled and accepted (Kyogle Council / Coolamon Shire Council)

8. LGNSW Update Cr Linda Scott, President

The update outlined Advocacy Wins December 2020 to February 2021, Work Undertaken and Opportunities for Collaboration (Copy Attached)

9. Issues of Importance to Country Mayors

The Chairman outlined the process of each items responsibility for implementation he had undertaken with LGNSW which was reviewed by the Executive Committee on Thursday 4 March 2021. A number of implementation alterations had been made which will be conveyed to LGNSW. It is recommended that the areas to receive immediate attention by Country Mayors be Water Security, Access to Health Services and Financial Assistance Grants and Country Mayors will endeavor to invite guest speakers relating to those areas to future meetings

RESOLVED That the Executive Committee continue with the agreed process (Orange City Council / Moree Plains Shire Council)

10. Financial Assistance Grants

RESOLVED That the Country Mayors;

1. Call on the Federal Minister for Regional Health, Regional Communications and Local Government the Hon Mark Coulton MP, to repeal Part 1 Sec 6 2b of the Local Government Financial Assistance Act 1995 to avoid the mandatory minimum per capita grant amount, as per the resolution passed at the Australian Local Government Associations National General Assembly in 2019.

2. Call on LGNSW and ALGA to review their policy positions on the Federal Governments Financial Assistance Grants to reflect the resolution passed at the ALGA 2019 National General Assembly and remove the pre-requisite of additional FAGs funding for any changes in the formula at present.

3. Call on the NSW Local Government Grants Commission to do everything within its power to ensure that no Council receives less than their 2020 FAGs allocation in the future, and that there be transitional arrangements put in place to ensure that the FAGs are distributed in accordance with the principles of horizontal fiscal equalisation as outlined in the Local Government Financial Assistance Act, should the Australian Government make the proposed changes to remove the minimum per capita grant amount. (Kyogle Council / Moree Plains Shire Council)

11. Solar Farms

Solar Farms and their affect on agricultural land was discussed

12. Town Planning Zones

The State Government proposes to reduce Town Planning zones to three and the criteria will not be released until June

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- 13. Forced Amalgamations**
The fact that a number of councils want to de-amalgamate was noted but councils need to wait for a review to be able to put their case
- 14. Relocating COVID Isolation to Rural Areas**
RESOLVED That Country Mayors oppose the establishment of COVID quarantine accommodation in rural areas (Dubbo Regional Council / Moree Plains Shire Council)
- 14. Future Meetings of Country Mayors Association**
RESOLVED That CMA General Meetings commence at 8.30am and conclude at 1.00pm, that guest speakers at General Meetings be limited to two, that additional time be allocated for General Business items, that the President of LGNSW be allocated time at each meeting for updates, and that General Business items be submitted by members in advance with the Chairman having the discretion to accept motions from the floor in an emergency (Tenterfield Shire Council / Kyogle Council)
- 15. Hon Brad Hazzard MP, Minister for Health and Medical Research**
The last twelve months have been grueling with severe restrictions. The State is trying to strike a balance between Regions and the City during a 100 year event. Shutdowns or limitation of movement in areas were required and overall the NSW community has respected the concerns and interests. Dealing with the other States in border areas has been stressful to some. The number of General Practitioners has dropped by 15% in regional areas in Australia as doctors do not want to work 24/7 as they want a balance in life and they need to be able to talk medically with others. The State has introduced generalist programs for generalist rural doctors and the additional money allocated to regional hospitals has attracted specialists. An additional \$121million has been allocated for ambulance stations and \$100 million for better ambulance facilities. Another 8,300 staff across the system are being employed. More is being done through virtual health which saves appointments for minor matters.
- 16. Increases in RFS Contributions and Emergency Services Levy**
RESOLVED that Country Mayors calls on the State Government to work with Country Mayors and LGNSW to develop and implement an Emergency Services Levy (Blayney Shire Council / Cabonne Shire Council)
- 16. Mr David Salisbury, Executive Manager Engineering and Mr Geoff Burgess, Head of Strategic Council Partnerships, Essential Energy**
Essential Energy covers 86 Local Government areas and is regulated by the Australian Regulator which sets distribution charges. A major challenge is a contestable service. If Essential Energy is unable to provide a service another provider is appointed and that provider has to be supplied with design services etc. Essential Energy is working strategically with Councils regarding energy needs and subdivisions. Renewal Energy Zones have been established to plan for when coal mines close and other energy sources need to be found. During the bushfires Essential Energy lost 3,200 poles and they are trying to transition from timber poles to composite poles but unfortunately at the present time there are few providers

There being no further business the meeting closed at 12.55pm.

* Advice received from Minister Coulston's office that 1% position of our peak bodies want, won't happen. ALGA's call for FAGS to be tied to one per cent of Commonwealth tax revenue isn't going to happen. FAGs have not been tied to Commonwealth taxation revenue since 1986. The Federal government has no plans to tie FAGs funding to Commonwealth tax revenue as they see this as increasing the volatility of the payments received by local governments. And that is a direct quote from Minister Coulston's letter dated 16 December of last year. Speaking of direct quotes, I'd like to provide you with another from Minister Coulton - Local governments have a critical responsibility to deliver vital services and ensure quality of life for their communities in good times and bad. The Australian Government will continue its support for local governments under the Financial Assistance Grant program. With all respect to Linda's advice, that cuts may be made to FAGS, with country councils heavily relying on these grants, without them, many of us will simply go into administration. It's not sustainable. For example - if you look at FAGS as a % of your rates revenue, for Sydney Council it is 2%, for Gunnedah Shire Council it is 25% and for Kyogle Council, it is 63% of our rates revenue.

* Further to ALGA, at the 2019 conference we passed a resolution to remove the minimum per capita payment.

* Original reason for legislation - the intent of the act was to provide funding for disadvantaged councils who lack the capacity to deliver the services they are supposed to deliver. I refer you to the second reading of the bill when it was introduced to Parliament in 1985.

* This is something we all need to get on board with. As Country Mayors, it is our Councils that are the most disadvantaged, who meet the specified criteria of the intent of the Act and will benefit the most from this minor change to the legislation. This amendment will provide the state government with more flexibility in the distribution of the funds, particularly in terms of directing the funding to those councils who need it most.

Sent from my iPad

Cr Danielle Mulholland | Mayor
P: | M: 0438 931 425

	Kyogle Council	Gunnedah Shire Council	Sydney City Council
Population	8,940	12,681	208,374
Revenue from Rates and Annual Charges (2018/19)	\$6.9 million	\$18,770 million	\$307.2 million
FAGs (2018/19)	\$4.35 million	\$4,741 million	\$6.2 million
FAGs as a percentage of rates income	63%	25%	2%
Household median income (per week)	\$832	\$1,253	\$1,629
Average rates per person per year	\$772	\$1,480	\$1,474
Rates as a percentage of weekly household income	93%	118%	90%
Rates as a percentage of weekly household income without FAGs	151%	147%	92%
Difference	58%	29%	2%



Country Mayors Meeting 5 March 2021

Local Government NSW update

This report seeks to brief the Country Mayors on the work of LGNSW since the last meeting and indicate opportunities for further collaboration where they might exist.

Lilliane Brady

It was with great sorrow that local government recently marked the passing of Cobar Mayor Lilliane Brady OAM – NSW's longest-serving female mayor, and a councillor with an unwavering commitment to the community she loved. Her advocacy on behalf of her community was legendary and continued right until her death, as she sought a new hospital, better infrastructure, and a fairer return of mining royalties. We welcomed the State Government agreeing to a State Funeral, and I was grateful to join many councillors, dignitaries, and community members from across NSW in Cobar on 19 February to mourn her passing and celebrate her magnificent life.

ADVOCACY WINS (December 2020 – February 2021)

- **Training for women in local government** – LGNSW welcomes the \$50,000 in NSW Government funding to the Australian Local Government Women's Association (ALGWA) to provide training that will equip more women to run for council, in line with our calls for government at all levels to better reflect the communities they represent. ALGWA's membership includes many experienced NSW councillors, including LGNSW board members, and this funding will support workshops in regional and metropolitan areas.
- **Dine & Discover NSW Voucher Scheme** - following LGNSW advocacy, the NSW Government has confirmed that council-run venues will be eligible to participate in the Dine and Discover NSW voucher scheme, which will provide each NSW resident aged 18 and over with four \$25 vouchers. Two of the four vouchers can be used for entertainment and recreation at cultural institutions, live music, and arts venues. With councils running so many of NSW's theatres, galleries and arts and cultural venues, this is terrific news for councils and their communities and will support artists, performers, and creatives across the state.
- **24-Hour Economy Commissioner** - this is a great outcome after a great deal of hard advocacy work by LGNSW and the NTECC, established in late 2016 by LGNSW and a range of Sydney councils. With everyone in our sector focused on rebuilding local economies in the wake of 2020's drought, bushfires and pandemic, it's especially terrific to get a win in this area – and LGNSW is committed to continuing our advocacy to extend the benefits to regional NSW as part of our push to support a locally led recovery.
- **Remanufacture NSW** – the NSW Government has committed \$35 million in funding to match Commonwealth and industry to support waste and recycling improvements, especially outcomes that see waste turned into re-usable product. This is in line with our Save Our Recycling Campaign.
- **Waste management funding** – the NSW EPA also announced a \$4 million investment to keep household and general waste out of landfill and reduce greenhouse gas emissions. The money will go to commercial waste operators for R & D into alternative waste treatments. The Federal Government also announced a further \$4 million *Stop Food Waste Australia*, an initiative that will bring together the brightest minds in supply chain management, food waste NGOs and all tiers of government to tackle the problem.
- **Crown Land** – the NSW Government will provide a record \$51.7 million from its Crown Reserves Improvement Fund (CRIF) to maintain and upgrade Crown reserves and support about 345 projects across NSW and this year's stimulus boost will more than double the number of projects to 705.
- **Building Better Regions Round 5** - applications are now open for local communities across regional Australia for the fifth round (\$200 million) of the successful Building Better Regions Fund (BBRF).
- **Term of County Council Chairs** - the term of County Council Chairs will be changed to be on par with mayors, in line with our 2018 Conference resolution from Riverina Water County Council. Subsequently, the LG Minister wrote to County Councils on 13 January 2021 advising the NSW Government would address this matter in an amendment to the Act.
- **Campaign to encourage more Aboriginal and Torres Strait Islander people to run for council** - a plan to launch a campaign to encourage more Aboriginal and Torres Strait Islander people to run for council at next



year's council elections, in addition to the campaign to attract more women, following representations from LGNSW, Reconciliation NSW and the Local Government Aboriginal Network.

LGNSW WORK UNDERTAKEN

Rates reform

LGNSW has been meeting with the NSW Government, opposition and cross bench on the Local Government Amendment (Rates) Bill 2021. There are a range of amendments that we'd like to see as part of the Bill to ensure it provides greater rating flexibility for councils, helps councils deliver more equitable and efficient rating outcomes to their communities, facilitates rate harmonisation for the 17 amalgamated councils and relieves councils from the cost pressures of the Emergency Services Levy by decoupling the ESL from the rate peg. LGNSW also continues to oppose any changes to mining rates arrangements.

Remote meetings extension

In March last year the NSW Parliament passed the COVID-19 Legislation Amendment Bill 2020 which temporarily allow councils to meet remotely. This temporary amendment is due to expire on 25 March 2021 and the NSW Government is currently undertaking a review to assess if it should be extended or maintained permanently.

At the 2020 LGNSW annual conference in November, councils resolved to call on the NSW Government to amend the Model Code of Meeting practice for councils in NSW to permit attendance and participation of councillors at council and committee meetings by audio-visual link. LGNSW has written and discussed with the Minister, urging the Government to make these remote meeting provisions permanent.

Road Maintenance Council Contracts and Regional Roads Transfer and Road Classification Review

I recently met with Minister Toole to reiterate the importance of RMCCs to councils across NSW and seek assurances that RMCCs will continue to be retained by councils and that all other general road maintenance works also be offered to councils in the first instance. We know that over many years, councils have demonstrated the ability to deliver these types of road works efficiently and effectively. We also discussed the road classification review and the need to ensure that councils will be better off financially at the conclusion of the review and transfer process.

Dividing Fences Amendment Bill

I recently met with Robert Borsak and Michael Banasiak from the Shooters, Fishers and Farmers Party to reaffirm our opposition to their proposed Dividing Fences Amendment Bill. If this Bill were to pass Parliament, councils would become liable to pay for dividing fencing work along road corridors, reserves and parks and this would result in a significant unfunded financial exposure for councils.

Rural, regional and remote health inquiry

LGNSW has made a [draft submission](#) to the Parliamentary inquiry into health outcomes and access to health and hospital services in rural, regional and remote New South Wales.

LGNSW received feedback from more than 20 councils in developing this submission, building on positions supported by councils across NSW through resolutions of the LGNSW Annual Conference.

Our submission highlights multiple examples of the tireless work of councils in supporting the health and wellbeing of their communities when state and federal governments do not meet their healthcare responsibilities.

LGNSW's submission includes 22 recommendations and notes the need for the NSW Government to involve local government in finding locally relevant solutions to improving the provision of medical services in rural, regional and remote NSW, and calls for urgent action from the NSW and Australian Governments to adequately and fairly fund the provision of healthcare across NSW. Hearings are expected to take place in the coming months.

Local Land Service Bill Inquiry

The Local Land Services Amendment (Miscellaneous) Bill ('LLS Bill') was introduced to Parliament in mid October 2020 as "an Act to amend the Local Land Services Act 2013 in relation to native vegetation land management, allowable activities, private native forestry and core koala habitats; and for other purposes". There was no public consultation or consultation with local government preceding the Bill's introduction. The Bill was passed by the Legislative Assembly on 21 October.



LGNSW wrote to key MPs, MLCs and cross-benchers expressing our concerns with the lack of consultation and the Bill's contents, seeking a delay in the Bill's progression. On 19 November 2020 the Bill was referred to Upper House Portfolio Committee 7 for inquiry and report. Public feedback was sought by 5 February 2021, and LGNSW lodged a submission. Hearings are expected to occur in late March 2021.

LGNSW's submission outlines that the Bill pre-empts the outcomes and recommendations of a number of key reviews undertaken in recent years that should inform changes to both the Koala SEPP and any required amendments to the LLS Act 2013, and therefore is not supported in its current form. LGNSW notes that the development of a revised Koala SEPP needs to be comprehensive, based on scientific evidence and be consistent with the findings of the 2019 NSW Upper House inquiry into koalas and koala habitat, 2019 findings of the NSW Audit Office, the independent review of the land management framework conducted by the Natural Resources Commission in 2019 and the Private Native Forestry Review.

Registration of Engineers

LGNSW made a [submission](#) on building regulation reforms in January 2021 which contains three recommendations in relation to the registration of professional engineers. LGNSW has indicated in principle support for the registration of professional engineers but is advocating a phased transition and a range of options to ensure councils have flexibility to attract, retain and share the employment of engineering professionals. The new legislation will commence in July 2021. LGNSW consulted councils and JOs for input to this submission.

Infrastructure Contributions System Review

In 2020, two reviews of the infrastructure contributions system were undertaken:

1. The Department of Planning, Industry and Environment (DPIE) exhibited proposed changes to five specific aspects of infrastructure contributions; and
2. The NSW Productivity Commissioner undertook a comprehensive review of the infrastructure contributions system, delivering its final report to NSW Government in December 2020.

LGNSW made [submissions](#) to both these reviews. One of LGNSW's recommendations to the Productivity Commissioner was to increase the current s. 7.12 contributions levy of 1%. LGNSW welcomed the Productivity Commissioner's recommendation to increase baseline s7.12 charges to 3%. LGNSW wrote to the Minister for Planning and Public Places in December in response to the Productivity Commissioner's final report, and we are anticipating the government's response to the report in coming weeks.

Research and Innovation Fund

The Research and Innovation Fund supports new areas of research, policy development and innovation for the advancement of local government in NSW.

For Round 3 of the Fund, LGNSW has partnered with the Department of Planning, Industry and Environment to allocate a total of \$52,350 in seed funding for applied research that drives innovation in the transition to net zero emissions. LGNSW member councils, Regional Organisations of Councils and Joint Organisations were eligible to apply for this funding to support applied research projects that will help drive actions to transition to net zero emissions and meet NSW's emission reduction targets. Three (3) projects from Bathurst Regional Council, Campbelltown City Council and Lake Macquarie City Council were awarded in December 2020.

Further information is available on the Innovation page of [LGNSW's website](#).

OPPORTUNITIES FOR COLLABORATION

Local Water Utilities and Water Policy

LGNSW has now formed a Local Water Utility and Water Policy network with JO Executive Officers. The network facilitates information sharing and provides a conduit for council and JO input into LGNSW policy and advocacy. For more information contact Shaun McBride (shaun.mcbride@lgnsw.org.au) or Sanjiv Sathiah (sanjiv.sathiah@lgnsw.org.au).

LGNSW supports the position of the CMA on the Government providing respite from NSW Government imposed costs. For example, LGNSW has made representations to the Minister and Department strongly objecting to the imposition of a Dam Safety Levy on councils.



LGNSW also agrees that it is critical that councils are closely engaged in State and Federal Government infrastructure investment programs. Consultation with councils is particularly important with investment in water security.

Emergency Management Funding and Reform

LGNSW fully supports the CMA's call for the extension of rental support for those who lost their primary dwelling to bushfire. It is evident that a great many people who lost their homes to the fires are still displaced.

LGNSW has responded to the Royal Commission National Natural Disaster Arrangements supporting the key recommendations, particularly in relation to supporting local government and the development of emergency management structures, for the future management of natural disasters.

The 2020 LGNSW Annual Conference adopted a resolution that Local Government NSW advocates to the NSW Government, specifically Resilience NSW to transfer responsibility for emergency management (from local government) to the NSW Government.

Significant Increases in RFS Contributions

LGNSW recognises the seriousness of the problem with the ESL and it remains one of our top advocacy priorities and we have ramped up our advocacy on this issue over the past year. While LGNSW appreciates the \$33 million provided by the State Government to partially offset the ESL increases for the 2020/21 financial year, this temporary relief does not address the fundamental problem of the ever-escalating ESL burden on councils, particularly rural and regional councils with small rate bases and a large RFS component.

LGNSW has long advocated that the ESL on both councils and insurance policies be replaced by a broad-based property tax, as is the case in other States. As part of the rate reform bill we are calling on the Government to relieve councils from the cost pressures of the ESL by decoupling the ESL from the rate peg. We have also called on the Auditor General to conduct a performance review of the financial impacts of the ESL on councils.

Electoral Districts Redistribution

Resolution 20 of the 2020 LGNSW Annual Conference calls for the NSW Government to undertake a formal review of the electoral district redistribution process in NSW, seeking to ensure that regional/rural areas west of the Great Dividing Range are represented adequately into the future.

LGNSW has written to the Special Minister of State, the Hon. Don Harwin MLC on this matter. LGNSW is also updating its [Policy Platform](#) to reflect this and other resolutions of the 2020 Annual Conference. The revised Policy Platform is scheduled to be considered by the LGNSW Board at its April 2021 meeting.

Financial Assistance Grants

LGNSW's current policy position is that the Federal Government increase Financial Assistance Grants (FAGs) funding to 1% of Commonwealth tax revenue, prior to any changes to the formula. This was reaffirmed by resolution of the 2020 LGNSW Annual Conference. A further resolution at the 2021 Annual Conference would be required to change this policy position.

Agricultural Land Use Strategy Discussion Paper

The recently appointed NSW Agriculture Commissioner (and Department of Primary Industries) is consulting on an agricultural land use strategy (largely around land use conflict, right to farm etc). LGNSW and councils have participated in a series of webinars in February 2021. LGNSW made 7 recommendations in a preliminary submission on an Issues Paper in September 2020 and is consulting councils for input to a further submission due in late February. To provide input please contact Susy Cenedese (Susy.Cenedese@lgnsw.org.au) or Jane Partridge (Jane.Partridge@lgnsw.org.au).

Waste & resource recovery

LGNSW continues to advocate for reinvestment of the waste levy to fund regional waste planning and infrastructure, education and support for procurement, as outlined in the [Save Our Recycling campaign](#). LGNSW is part of the EPA's Local Government Advisory Group (along with reps from JOs and councils), which has been consulted on elements of the Government's upcoming 20-year waste strategy. A draft strategy is anticipated to be released for consultation in March/April.



The next meeting of LGAG is on 19 March, and LGNSW will work more closely with other local government representatives to represent the sector's concerns and communicate back to the sector on LGAG's discussions (which go beyond waste and across all aspects of EPA activities). To provide feedback please contact Susy Cenedese (Susy.Cenedese@lgnsw.org.au).

LG representation on the National Cabinet

LGNSW, ALGA and our interstate Associations continue to advocate for a seat at the National Cabinet. We are receiving great support so far from a range of councils and other stakeholders across the state and country and welcome any additional support that Country Mayors and their councils can offer.

Industrial Relations

The new Local Government (State) Award 2020 was made by consent for a three year term and commenced operation on the first pay period to commence on after 1 July 2020. The Award variations included an agreement to commence a thorough review of a range of adverse working and conditions related allowances during the term of the Award and consultation with members in this regard will commence shortly.

LGNSW Destination and Visitor Economy Conference in Port Macquarie

Plans are now underway for the LGNSW Destination and Visitor Economy Conference, formerly known as the LGNSW Tourism Conference. The conference will be co-hosted by Port Macquarie-Hastings Regional Council and we are pleased to announce a new and exciting program with many changes based on feedback from previous attendees and stakeholders. Registration will open in early March and accommodation options and travel information will shortly be available on our website.

LGNSW have a number of rooms blocked for the conference and has arranged special rates at Sails Resort so we encourage you to book as soon as possible so as not to miss out.

Where: Sails Resort, Port Macquarie

When: 26-28 May 2021

For further information, email the [LGNSW Events Team](#) or call 02 9242 4000

LGNSW Water Management Conference 2021

After 2020's Water Management Conference went online due to covid-19, LGNSW worked closely with Narrabri Shire Council to secure new dates and remain with them for 2021. The program is in a draft form with speaker call for presentation proposals open until 26 February, 2021.

The conference and dinner will be held at The Crossing Theatre in Narrabri. Accommodation throughout hotels and motels within the town will be utilised and are currently posted on the LGNSW website. LGNSW have all rooms booked at The Adelong Motel for speakers and staff.

Registration will open early May.

Where: The Crossing Theatre, Narrabri

When: 7-9 July 2021

For further information, email the [LGNSW Events Team](#) or call 02 9242 4000



Submissions (December 2020 – February 2021)

Topic	Submitted to	Date
Right to Repair Inquiry	Productivity Commission	February 2021
Local Land Services Amendment (Miscellaneous) Bill Inquiry	Parliament of NSW	February 2021
Rapid Assessment Framework	Department of Planning, Industry and Environment	February 2021
Design and Building Practitioners Regulation 2020	NSW Department of Customer Service	January 2021
Draft Local Character Clause and Overlay	Department of Planning, Industry and Environment	January 2021
Children's Guardian Amendment Bill	Office of the Children's Guardian	January 2021
Parliamentary inquiry into health outcomes and access to health and hospital services in rural, regional and remote NSW	Draft submission to the Parliamentary Inquiry Portfolio Committee No.2 - Health	December 2020
Inquiry on Climate Change Bills 2020	Draft submission to the House of Representatives, Standing Committee, Environment and Energy	December 2020
Review of the Education SEPP	Draft submission to Department of Planning Industry and Environment	December 2020
Review of the Infrastructure SEPP – health services facilities	Draft submission to Department of Planning Industry and Environment	December 2020
Dendrobium Extension Project	Submission to the Independent Planning Commission NSW	December 2020
Draft Social Impact Assessment Guideline for State Significant Projects (PDF, 207KB)	Draft submission to the Department of Planning, Industry and Environment	December 2020

All LGNSW submissions are available on the LGNSW website at <https://www.lgnsw.org.au/>.



Local Government Management Solutions – New Service Offerings

1. Workplace Analytics: Finance and Economic Metrics

Local Government Management Solutions' (LGMS') suite of workplace analytics which includes council staff and general manager remuneration and HR metrics has been expanded to offer an additional two data sets; finance and economic metrics.

2. Service Level Reviews

LGMS has investigated opportunities to expand its executive management services to include offering members a 'service level review' service. LGMS is now able to offer a series of interactive online 'service review' workshops in order to reduce delivery costs to councils and make the training as accessible as possible.

3. Remote Skills Service

Many members, particularly rural and regional councils at times find it difficult to attract specialised skills to their organisation. This creates additional workloads on existing staff which in turn can create burn out and low staff morale, and potentially lower or compromised service levels for local communities.

To link organisations in need with employees possessing specialist skills, LGMS will be offering a service recruiting a number of highly qualified technical and professional persons to provide short-term services to members during the times when internal resources or suitable skills are not available. These industry professionals work predominantly from the metropolitan region or large regional centres where the skills are readily available.

4. Careers at Council website

Careers at Council is a website designed to attract, inform and connect candidates to jobs in local government. After launching 12 months ago, Careers at Council now features the jobs of 127 councils nationally (24% of all councils), including 52 in NSW, 6 subscriber councils in the NT, Qld and WA and all SA councils. Jobs from LGNSW Management Solutions and LGAQ's Peak Services are also advertised on Careers at Council. The website also promotes sector employment opportunities to retiring veterans.

For more information on these services visit the [LGMS webpage](#).

14.2 MINING AND ENERGY RELATED COUNCIL'S MEETING**TRIM Number:** R21/61**Author:** Administration Coordinator - General Management**PURPOSE**

To provide feedback to Council on the Ordinary Meeting of the Association of Mining and Related Councils held on 26th February at Novatel, Wollongong, attended by Councillor Mark Hall and the Director Environment, Tourism and Economic Development, Jon Shillito.

SUPPORTING INFORMATION

Minutes of the meeting are attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong Effective and Responsive Council

ATTACHMENTS

1. Attachment A [↓](#)
2. Attachment B [↓](#)

RECOMMENDATION

That:

1. The Delegate's Report No. R21/61 be received and noted.

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD ON 26TH FEBRUARY 2021 AT NOVATEL, ADMIRAL'S ROOM, NORTHBEACH HOTEL, 2-14 CLIFF RD, NORTH WOLLONGONG.

Present

Cr Peter Shinton	Warrumbungle Shire Council (Chair)
Cr Owen Hasler	Gunnedah Shire Council (Deputy Chair)
Cr Michael Banasik	Wollondilly Shire Council (Deputy Chair)
Cr Phyllis Miller	Forbes Shire Council (Ex Committee)
Cr Katheryn Smith	Mid Coast Council (Ex Committee)
Cr Noel Lowry	Wollondilly Shire Council
David Henry	Wollondilly Shire Council
Cr Mark Hall	Lachlan Shire Council
Ron Zwicker	Wollongong City Council
Cr Dom Figliomeni	Wollongong City Council
Cr Cath Blakey	Wollongong City Council
Cr Scott Ferguson	Blayney Shire Council
Rebecca Ryan	Blayney Shire Council
Steve Loane	Forbes Shire Council

By Zoom

Cr Sue Moore	Singleton Council (Ex Committee)
Cr Melanie Dagg	Cessnock City Council
Cr Rob Hooke	Gunnedah Shire Council
Adrian Panuccio	Mid Coast Council
Cr Karlene Irving	Warren Shire Council
Greg Warren	Shadow Minister Local Government
Chloe Hicks	DPIE, Director Energy & REZ
David Shoebridge	MLC, The Greens

In attendance

Greg Lamont, Executive Officer. (Minute Taker) & Lisa Schiff (Observer)

1. Meeting Opened by the Chair at 9.35am

2. Minute's Silence for the late Cr Lilliane Brady, OAM

A minute's silence was observed to pay respects to the late Cr Lilliane Brady, OAM, former Deputy Chair of the Association and Mayor of Cobar Shire Council. The Chair indicated that he had sent a Letter of Condolence to Cobar Shire Council and the family of Lilliane Brady.

OM 1/2021 Resolved (Cr Miller/Cr Hall) that MERC write to Mayor, Cr Peter Abbott, Deputy Mayor & General Manager, Peter Vlatko, Cobar Shire Council to congratulate them on the conduct of the State funeral held in Cobar on 19th February 2021 indicating that it was most fitting that Lilliane Brady OAM was farewelled in the manner she was pointing out that her contribution to MERC has been outstanding.

3. Apologies.

OM 2/2021 Resolved (Cr Miller/Cr Hall) that the apologies of the following delegates be received and noted:- Councillor Liz Mc Glynn, Bland Shire Council; Councillor Ian Davison & Heather Nicholls, Cabonne Shire Council; Councillor Alan Ward, Parkes Shire Council; Greg Tory, Lachlan Shire Council; Councillor Robert Khan, Wollondilly Shire Council; Andrew Johns, Gunnedah Shire Council; Councillor Joanne McRae & Councillor Kevin Duffy, Orange City Council; Michael McMahon & Cr Ben Shields, Dubbo Regional Council; Dan Thompson, Singleton Council; Cr Heather Druce &

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD ON 26TH FEBRUARY 2021 AT NOVATEL, ADMIRAL'S ROOM, NORTHBEACH HOTEL, 2-14 CLIFF RD, NORTH WOLLONGONG.

Steve Glen, Warren Shire Council; Cr Ian Woodcock & Michael Urquhart, Walgett Shire Council; Cr Jay Suvaal & Cr Bob Pynsent, Cessnock City Council; Councillor Jarrod Marsden & Peter Vlatko, Cobar Shire Council; Cr Des Kennedy & Brad Cam, Mid Western Regional Council.

4. Disclosures of Interest.

- (a) Mr Ron Zwicker declared an interest as a shareholder in AGL Gas Investments;
- (b) Cr Melanie Dagg declared an interest as her husband works at Rix's Creek Mine in the Hunter Valley;

OM 3/2021 Resolved (Cr Hall/Cr Figliomeni) that the disclosures of interest and reasons for them be received and noted.

5. Adoption of Minutes of Executive Committee Meeting – 23 February 2021

OM 4/2021 Resolved (Cr Hasler/Cr Hall) that consideration of the minutes of the Executive Committee meeting held on 23rd February 2021 be deferred until after the Executive Officer provides a background report on the items & recommendations.

SUSPENSION OF STANDING ORDERS TO RECEIVE SPEAKERS.

OM 5/2021 Resolved (Cr Miller/Cr Hall) that standing orders be suspended at 10.15am to allow the speakers to address delegates and for morning tea.

RESUMPTION OF STANDING ORDERS.

OM 6/2021 Resolved (Cr Hasler/Cr Hall) that standing orders be resumed at 11.50am.

The Executive Officer went through the items in his report that related to matters on the Agenda for this meeting prior to adoption of the minutes noting the receipt of two items of late correspondence and additional motions.

Item 6(a) (i) Late Correspondence – Letter from Singleton Council re membership withdrawal effective from 1st July 2021, as read out by the Chair. Indicating that it had always been a significant contributor to MERC and will always see it as an important channel to advocate for the needs of the mining communities. Refer General Manager's report to Singleton Council 15th February 2021 for background to the decision, which was attached to the email.

- OM 7/2021** Resolved (Cr Hasler/Cr Nolan) that MERC write to Singleton Council to:
- (a) thank the Council for their involvement in MERC (as one of the founding members) and the delegates Cr Sue Moore (Executive Committee member), Cr Dan Thompson and Cr John Martin (Life Member) for their major contributions to MERC over the many years of membership; and
 - (b) acknowledge Council's decision to withdraw their membership from MERC.

Item 6(a) (ii) Late Correspondence – Letter from Cobar Shire Council re MERC supporting the establishment of a Miners Memorial Day on 4th December each year (this is St Barbara's Day who is the patron saint of miners), similar to what they have in Queensland and to approach the NSW Government to undertake this.

OM 8/2021 Resolved (Cr Nolan/Cr Smith) that MERC indicate to Cobar Shire Council the following that:

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD ON 26TH FEBRUARY 2021 AT NOVATEL, ADMIRAL'S ROOM, NORTHBEACH HOTEL, 2-14 CLIFF RD, NORTH WOLLONGONG.

- (a) MERC supports the establishment of a Miners Memorial Day for NSW however as long as the intention is that the name "Miners" includes all persons associated with mining and suggests that a Mineworkers Memorial Day may be a more appropriate name to embrace contractors and allied mining industry workers that may have lost their lives whilst involved in mining;
- (b) MERC will approach the NSW Minerals Council seeking their support for a Memorial Day; and
- (c) MERC will approach the State Government upon receiving comments on (a) & (b)

Item 6(k) Renewable Energy Zone

OM 9/2021 Resolved (Cr Miller/Cr Smith) that MERC write to the Minister for Energy & Environment suggesting that the name Central West Orana Renewable Energy Zone and the zone map don't correlate, indicating therefore that it be renamed to the Orana Renewable Energy Zone in view of the zone dominantly reflecting the Orana area and not Central West and Orana areas.

OM 10/2021 Resolved (Cr Hasler/Cr Miller) that the minutes of the Executive Committee meeting held on 23rd February 2021 be received and noted with the following changes to the resolutions as outlined in the minutes:

- a) ECM 9/2021 (3) PhD Research Project – correct the spelling of Stephen Donahue to Stephen O'Donahue.

6. Executive Officers Report – This was dealt with as part of Item 4

7. Delegates Reports – Nil to report.

8. Speakers

- (a) Chloe Hicks, DPIE - Director Energy Infrastructure & Zones providing an update on Central West Orana REZ & Electricity Infrastructure Roadmap;
 - Cr Miller requested clarification on name of Central West Orana REZ indicating that Orana REZ would be more relevant given the zone map.
 - Slides from presentation to be distributed under separate cover.
- (b) Greg Warren, MP Labor - Shadow Minister for Local Government spoke on:-
 - Acknowledged passing of Cr Lilliane Brady OAM and her significant contribution to Local Government and mining related communities;
 - Local Government Rating Amendment Bill has 13 of the 42 recommendations in it from the IPART recommendations – awaiting the Coalition Governments position once submissions are evaluated;
 - Labor supports the mining rate being outside of the general rates mix (which are pegged) for councils to determine the rates not the government;
 - He requested members forward their rating review submissions to his office greg.warren@parliament.nsw.gov.au;
 - Emergency Services Levy should come direct from the government as it does in other states so councils don't get the wrath of their communities with criticism of another rate levy. He is meeting with other state Ministers

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD ON 26TH FEBRUARY 2021 AT NOVATEL, ADMIRAL'S ROOM, NORTHBEACH HOTEL, 2-14 CLIFF RD, NORTH WOLLONGONG.

- A sample Emergency Levy notice from another state to be distributed to delegates and Shadow Minister as information with names redacted. For members to lobby for this approach with the government.
- (c) David Shoebridge, MLC The Greens spoke (12.45 -1.00pm) on their Renewable Energy position as follows:
- Been Chairing the NSW Government Budget Estimates Committee;
 - The Greens have a commitment for renewable energy options including green hydrogen;
 - Keen to work with Local Government on renewable energy options to keep jobs in the regions and to grow local communities by keeping the wealth local.

9. General Business

- (a) **Cr Banasik – Tahmoor Mine Extension.** Concerned that the Subsidence Advisory Board has own internal review system that doesn't appear to be independent for compensation reviews, will raise at a future meeting.
- (b) **Cr Figliomeni – Carbon Abatement Policy.** MERC to invite the NSW Minerals Council CEO to attend the next meeting of MERC to discuss their Carbon Abatement Policy to assist members address the issues in their LGA's if they haven't already.

OM 9/2021 Resolved (Cr Figliomeni/Cr Smith) that MERC invite the CEO of NSW Minerals Council, Mr Steve Galilee, to attend a future meeting of MERC to discuss their Carbon Abatement Policy with members and the need for MERC to develop a similar policy for circulation to assist members..

- (c) **Cr Blakey – Federal Environment Protection & Conservation legislation.** Is concerned that the fines in this legislation are too small and it is ineffectual eg sediment dams failures with fines as low as \$15,000 relative to the damage done
- (d) **Cr Miller – EPA Penalties.** The EPA breach process can cause members some issues where they are fined. Suggest getting a senior EPA person to a future meeting to outline the process where fines for breaches are imposed on members to fix the damage from the breaches. Cr Lowry suggested a Environment Management Package approach be considered.

OM 10/2021 Resolved (Cr Miller/Cr Smith) that MERC invite a senior EPA officer (Armidale) to address delegates at the next meeting on the EPA penalty system where fines imposed are to be spent on rectifying the EPA legislation breach impacts.

- (e) **Cr Ferguson – Independent Planning Commission (IPC).** Concerned that the IPC during COVID ceased "face to face" consultations with the regional communities and as a result people in regional areas are missing out on meeting the Commissioners in person to put their case and this should be re-instated now that the COVID risk has reduced. Blayney Shire Council has the facilities to hold a IPC consultation meeting within the numbers limit allowed.

OM 11/2021 Resolved (Cr Miller/Cr Smith) that MERC write to the Minister for Planning & Public Places, Hon Rob Stokes requesting the IPC to resume "face to face" community consultations in rural communities.

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD ON 26TH FEBRUARY 2021 AT NOVATEL, ADMIRAL'S ROOM, NORTHBEACH HOTEL, 2-14 CLIFF RD, NORTH WOLLONGONG.

13 Next Meeting.

OM 12/2021 Resolved (Cr Hasler/Cr Banasik) that the next meeting to be held in Gunnedah 21st May 2021, date and venue to be confirmed..

Close – the meeting closed at 1.05pm

DRAFT

The minutes (pages 1-5) were confirmed at a meeting of the Ordinary Committee Meeting held on the 21st May 2021 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 26th February 2021.

..... Cr Peter Shinton, Chairperson

MINUTES OF THE EXECUTIVE COMMITTEE OF THE NSW ASSOCIATION OF MINING & ENERGY RELATED COUNCIL'S (NSW) INCORPORATED, CONDUCTED BY VIDEO CONFERENCE FACILITY (ZOOM) on 23rd FEBRUARY 2021

Present

Cr Peter Shinton (Chair)	Warrumbungle Shire Council
Cr Owen Hasler (Deputy Chair)	Gunnedah Shire Council

In Attendance for video conference:

Cr Michael Banasik (Deputy Chair)	Wollondilly Shire Council
Cr Katheryn Smith	Mid Coast Council
Steve Loane	Forbes Shire Council
Greg Lamont (as the minute taker)	MERC - Executive Officer

Apologies

Cr Phyllis Miller OAM	Forbes Shire Council
Cr Sue Moore	Singleton Council

1. Welcome

The Chair, Councillor Peter Shinton welcomed Executive Committee members and opened the meeting at 9.20am.

2. Acknowledgement of Country

The Chair, Councillor Peter Shinton, acknowledged the traditional owners of the land that the meeting was held on today in Gunnedah and paid his respects to the Elders past, present & emerging.

3. Apologies

ECM 1/2021 Resolved (Cr Hasler/Cr Smith) that the apologies of Cr Miller and Cr Moore be received and noted.

4. Disclosure of Pecuniary Interest – Nil

5. Speakers - Nil

Suspension of Standing Orders

The Chair suspended the meeting at 9.25am to have a Minutes Silence as a mark of respect for the former Deputy Chair, Cr Lilliane Brady, OAM who passed away recently.

The Chair indicated he, Deputy Chair & Executive Officer attended the State Funeral of Cr Lilliane Brady, OAM in Cobar on 19th February 2021 and reflected on the occasion, the comments and her life dedicated to the community of Cobar Shire Council.

Cr Hasler, indicated to the meeting that he had prepared a report for his Council on the State Funeral of Cr Lilliane Brady, OAM held in Cobar on 19th February 2021 and suggested it be distributed to all members of MERC with the minutes of this meeting, in recognition of the respect shown to her by the State Government members, senior officers, Local Government councillors and senior officers, community members and members of MERC who were present as information for those that could not attend.

Resumption of Meeting at 9.26am - the Chair resumed the meeting at 9.26am

6. Executive Officer's Report**(a) Correspondence**

ECM 2/2021 Resolved (Cr Smith/Loaner) that the correspondence be noted.

(b) Finance Report

ECM 2/2021 Resolved (Cr Hasler/Cr Banasik) that the Finance Report for 1st October 2020 to 31st December 2020 be received and noted.

(c) Meetings with Ministers & Senior Government Staff

ECM 3/2021 Resolved (Cr Hasler/Loane) that:

- (1) the information be noted;
- (2) the Minister for Western NSW and Minister for Agriculture (the Hon Adam Marshall), plus the new Commissioner for Agriculture be invited to attend a future meeting of MERC to discuss the co-existence of mining and agriculture and be added to the list of invitees.

(d) Membership Campaign Update

ECM 4/2021 Resolved (Cr Hasler/Smith) that the information be noted.

(e) Website Update

ECM 5/2021 Resolved (Cr Hasler/Cr Banasik) that the information be noted.

(f) Submissions

ECM 6/2021 Resolved (Cr Hasler/Cr Banasik) that the information be noted and the Executive Officer be thanked for preparing the MERC submission to OLG on "Towards a Fairer Rating System".

(g) Progress Report on Outstanding Decisions of Association

ECM 7/2021 Resolved (Loane/Cr Hasler) that:

- (1) the information be noted;
- (2) the Executive Officer seek advice from the NSW Audit Office on requirements for having an annual audit report of MERC's financials by either a member CFO or a registered audit firm;
- (3) members be canvassed for interest in hosting next meetings of MERC in May/August before meeting on 26th February 2021 with distribution of these minutes.

(h) Progress Report on Strategic Plan 2020 – 2023 Actions

ECM 8/2021 Resolved (Cr Hasler/Loane) that the information be noted.

(i) PhD Research Project

ECM 9/2021 Resolved (Cr Hasler/Loane) that:

- (1) That a letter be forwarded to Peter Dupen to thank him for his efforts in trying to get this project up and running and his perseverance, wishing him well for the future.
- (2) The Executive Officer forward documentation on participatory modelling from the PhD student (when received) to all members as information on the project;
- (3) That Steve Donahue, Director - DPIE, be advised MERC is still keen to work with DPIE on PhD projects like “participatory modelling” that Peter Dupen was working on with their continued support, despite the difficulty he had in getting proponents and councils to participate to launch it.

(j) Executive Committee & 2 Year Terms

ECM 10/2021 Resolved (Cr Hasler/Cr Banasik) that it be recommended to the Special General Meeting the following change of “if such delegate is willing to - if such delegates are willing” so that it reads:-

“The Executive of the Association shall comprise the Chairperson, two Deputy Chairpersons, if such delegates are willing to accept nomination; and three (3) other delegates as the Association shall from time to time determine necessary. All delegates appointed to the Executive Committee must come from separate member council areas”.

(k) Renewable Energy Zones (REZ)

ECM 11/2021 Resolved (Cr Hasler/Cr Smith) that the information be noted.

(l) Rating Review

ECM 12/2021 Resolved (Cr Hasler/Cr Smith) that:

- (1) the actions of the Executive Officer in preparing the Rating Review submission to the OLG and requesting that the Minister for Local Government be approached to receive a delegation from MERC to outline the concerns delegates have with the proposed rating reforms particularly in relation to recommendation 34, be endorsed;
- (2) copies of the submissions to OLG from MERC in 2014 & 2021 on the mining rating reviews be referred to Deputy Premier & Minister for Regional Development (Hon John Barilaro); Minister for Agriculture & Western NSW (Hon Adam Marshall); Member for Orange (Phil Donato); Member for Dubbo (Dugald Saunders); Member for Barwon (Roy Butler) for their information and attention.

7. General Business

- (a) **Next Meeting** – Refer to Item 6(g)3 Seeking expressions of interest for hosting May/August 2021 meetings from members.
- (b) **Cr Banasik – Tahmoor Mine, Wollondilly Shire Council** – For discussion if needed.

8. Close – the meeting closed at 10.40am.

The minutes (pages 1-3) were confirmed at the Ordinary General Meeting held on the 26th February 2021 and are a full and accurate record of proceedings of the meeting held on 23rd February 2021.

.....Cr Peter Shinton, Chairperson

14.3 CENTRAL NSW JOINT ORGANISATION BOARD MEETING 11 MARCH 2021

TRIM Number: R21/67

Author: Administration Coordinator - General Management

PURPOSE

To provide Council with a report from the Central NSW Joint Organisation Board Meeting attended by the Mayor and General Manager in Blayney on the 11th March 2021.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong Effective and Responsive Council

ATTACHMENTS

1. Attachment A [↓](#)

RECOMMENDATION

That:

1. The Delegates Report no R21/67 be received and noted.

**Report from the Mayor attending the
Central NSW Joint Organisation
11 March 2021 in Blayney**

Recommendation/s

That Council note the report from the recent CNSWJO Board meeting.

I attended the Central NSW Joint Organisation Board meeting on Thursday 11 March 2021 in Blayney.



The focus for the day was Telecommunications, there were a number of providers in attendance who participated in a live panel and Q&A session these include Telstra, Optus, NBN Co, PeakConnect, Wi-Sky and the Regional Tech Hub. Opportunities identified during the day will be followed up with a report to the Board.



Please find the draft Minutes and the Central NSW Visitor Economy Strategy attached.

Presentations to the Board included:

1. **WaterNSW** Alex Fischer and Alice Jarrett , provided an update on the Wyangala Dam Project
2. **NBNCO Mr Steve Bowman** gave an update on major recent announcements and opportunities for the region, with LGA specific briefs.

The Board congratulated Cr Ruth Fagan on her role as the new Chair for RDACW. The MOU with Regional Development Australia Central West was signed, it had been delayed from its original adopted date with the covid restrictions.



Priority One - Inter-council cooperation

The Financial - Budget and Statement of Revenue Policy 2021-2022 was adopted for public exhibition. It is available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/publications/>

Advocacy plans are updated annually for Board review. Advocacy plans for Water and Regional Prosperity were adopted and the information in the will inform various submissions and representations during the year.

Best Practice in Aggregated Procurement

This project is being funded by the Capacity Building funds from the Office of Local Government and is a collaboration of four Joint Organisations. General Managers and other key staff will be invited to a workshop in mid-April to discuss the findings from Stages 2 to 6, as well as develop a 5-year regional procurement plan. Calendar invitations will be sent shortly. It is anticipated that the project will be complete by June 2021.

DPIE Energy Project

Information was provided on two upcoming Expression of Interest processes and one Request for Quotation process where the resulting contracts will be between members and the successful provider.

A number of RFQs have been released to progress the work identified. CNSJWO has taken the lead on the procurement of the activities, however DPIE is the contracting party. The RFQ for the Renewable Energy Action Plans was awarded to:

- Chargeworks – for Forbes, Orange, and Parkes
- 100% Renewables – for Oberon and Weddin.

The RFQ for the solar and storage assessments is underway where it is anticipated that the successful provider for this work will be engaged in mid-March. Blayney and Central Tablelands Water is participating in these assessments.

Southern Lights

The Southern Lights project continues to move forward, albeit slowly. Essential Energy has provided the following update of the LED rollouts (as at late February 2021):

LGA	No. LEDs	Status of project
Bathurst Regional	5500	Completed - Major Works Complete
Orange	3720	Completed - Major Works Complete
Weddin	442	Completed - Major Works Complete
Cabonne	724	Completed - Works Complete
Cowra	1210	Delivery
Forbes	32	Pre-deployment - Planning
Oberon	79	Pre-deployment - Planning
Blayney	6	Scheduled 21/22
Lachlan	29	Scheduled 21/22
Parkes	104	Scheduled 21/22

A total of 100,000 lights across the entire Essential Energy footprint have now been installed.

Councils questioned the amount of lights installed as being major and an audit of lighting installed is anticipated.

Priority Two: Regional Prosperity

Visitor Economy Strategy

Members have provided feedback on the Visitor Economy Strategy (the Strategy). Please see the key messages.

Key messages
<ol style="list-style-type: none"> 1. Central NSW has a proud history of Local Tourism Organisations working collaboratively to grow the visitor economy. This collaboration respects every destination is at a different place on the journey. 2. People visit a region before they relocate so impressions they experience on a visit or receive by word of mouth or in online forums are important. 3. With international travel unlikely until the end of 2021, the short to medium term following the Covid-19 pandemic is a critical time to invest in tourism in Central NSW. 4. It will be important to align with <i>Tourism 2030</i> once it is launched. With its expected focus on regions, the Australian Government may fund regional initiatives and promote the regions for livability. 5. Given the visitor demographic, the rapid growth in the visitor economy as a result of the Covid 19 pandemic and transport constraints between Sydney and Central NSW, an urgent investment is required to encourage weekend visitors to stay longer in region, especially past Sunday afternoon. 6. The Australian and NSW governments funding to improve road connectivity including: <ol style="list-style-type: none"> a. Into Western Sydney where the journey east is subject significant delays on a regular basis b. Continued improvements to the Newell Highway c. Connections from Canberra and the South Coast.

7. A growth in the visitor economy will be enabled by the Australian and NSW governments delivering reliable NBN and mobile phone coverage across the whole region.
8. NSW Government departments responsible for Planning, Infrastructure, Heritage and Parks and Wildlife and Crown Lands should collaborate with the key decision makers in Central NSW to enable product development to grow the visitor economy. This includes investment in static infrastructure such as directional and interpretive signage, heritage structures, silos and sculptures as well as dynamic infrastructure, for example, rail trails for walking/cycling and on- and off-road cycle tracks.
9. Federal, State and Local Government owned existing and emerging infrastructure that generates visitor experiences is vital for the economy and require ongoing investment.
10. The NSW Government, Destination NSW and the CNSWJO should collaborate for better funding and governance arrangements to support the visitor economy. This includes:
 - a. Equity of service because DNCO services 61% of the State and is currently under resourced for its task
 - b. Equity of funding across the state due to the sometimes limited budget for regional councils to allocate funding to new products and capacity building
 - c. Leveraging the JO structure to maximise efficiencies and effectiveness
 - d. Supporting all destinations to build the contribution of tourism to their local economy to at least the NSW State average by 2025.
11. Support councils to implement infrastructure, training and planning initiatives to support the visitor economy. Examples include public amenities, unused buildings/rail tracks, CBD upgrades or infrastructure assets, as well as capacity building of existing operators and the development of quality accommodation, food and retail offerings.

The next steps will be to receive advice from members on priority tourism infrastructure investment and implement short term programming within existing resource as suggested in the Plan.

Regional Activators Alliance

Advice was provided to the Regional Australia Institute (RAI) initiative by members in the form of case studies. The first opportunity was to provide information to go into the national campaign. Councils responded well to this opportunity. Weddin Shire Council Residents were one of two that were first to have their case study shared on the launch date 22 February. See the story here.

<http://www.regionalaustralia.org.au/home/madethemove/>

A 20-Year Economic Vision for Regional NSW – Refresh and skills

Members will be aware that the NSW Government has reviewed and refreshed its 20 Year Economic Vision (REV). The first REV was informed from the Regional Economic Development Strategies based to some extent in this region around Functional Economic Regions.

There is opportunity for alignment and advice to the Board from the Regional Prosperity Subcommittee on opportunities that can be realised by members and/or the region.

In discussion regarding the opportunities afforded by the REV the matter of skills shortages was discussed and the Board has sought collaborative work to be undertaken between CNSWJO and RDACW with a report to be provided to the next meeting.

Priority Three: Regional Transport and Infrastructure

Progressing a Western Link Event.

Follow-up has been undertaken subsequent to the resolve of the Board in December. At the time of writing an event is being organized in Penrith hosted by Penrith bringing together key stakeholders and being facilitated by The Western Sydney Dialogue – a Western Sydney thinktank.

Inland Rail Productivity Enhancement Program

The Board were successful in a joint EOI application for the Inland Rail Interface Improvement Program (II Program) – Productivity Enhancement Program (PEP) with RDACW and have accepted the offer. An update will be received to the June Board meeting.

Priority Four: Regional Water Security

Water update

The Board was briefed on the huge amount of complex, strategic work underway at the State and Federal level that has implications for the management of water by Local Government in regional NSW and of efforts by the CNSWJO to partner in what needs to be a whole-of-government approach. It is informed by and informs the Advocacy Plan.

Please see the full report on the website at <https://www.centraljo.nsw.gov.au/business-papers-agendas/> page 62.

The Board resolved that the CNSWJO become a member of the Central West Orana Regional Recovery and Resilience Subcommittee and a proxy member of the Town Water Risk Reduction Program Stakeholder Advisory Panel. It also resolved that submissions be made through the Executive and in line with Board policy in response to requests for feedback on the State Water Strategy and Productivity Commission’s Report on National Water Reform.

All submissions are be in accordance with CNSW JO policy and are available on the CNSWJO website or by request <https://www.centraljo.nsw.gov.au/submissions/> Please request the CNSWJO Advocacy Plan for Water for more detail or contact jenny.bennett@centraljo.nsw.gov.au

Value to members

A snapshot of the value to members of the various activities undertaken by the JO for their members in the context of the CNSWJO Strategic Plan follows where more detail can be provided on request.

VALUE FOR MEMBERS 2020/2021	PREVIOUS FY 2019/2020	ACTIVITY FYTD
SUBMISSIONS	20	20
PLANS, STRATEGIES AND COLLATERAL	26	9
GRANTS	3	3
COMPLIANCE	13	9

DATA	6	3
PR VALUE OF TOURISM COLLABORATION	\$1.5m	Data being collected
MEDIA INCLUDING SOCIAL MEDIA	13	14
COST SAVINGS	\$1.87m	\$763,765
REPRESENTATION	147	127
OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED	35	37

PR Value

Images following are from the story in “Explore” which has run across the ACM media group in NSW in 14 media outlets with print papers running a double page story with images (attached examples in Canberra Times and Newcastle Herald). A full list of PR results for Central NSW Tourism is been collated.

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explore | Saturday 27 February 2021

CENTRAL NSW



BATHURST
 Bathurst has cool climate wineries, too. Newly opened is **Rock Forest Vineyard**, where a huge, flat rock surface below the cellar door collects water as it did for thousands of years for the Wiradjuri people. Grapes are hand picked by the owners' friends to produce wines with minimal intervention. **Vale Creek, Wisburndale Wines** and the refurbished **Berrong Hills Wines** are also open for tastings. Or have high tea at **Abercrombie House**.
 Visit: bathurstregion.com.au

is also available as an in-vehicle guide for families or small groups.
 Visit: bathurstvintours.com

Rooney Organic Cellar Door is serving Bush Goodies Gearing Platters of its own olives, figs, stone fruit, edible flowers and other seasonal goodies, matched with local wines. The feast is curated by Perrine Scott, a regenerative farmer who created the Padlock-to-Packet business model for farmers to take control of pricing their produce. The winery also has a cozy 1930s farmhouse that accommodates up to six people.
 Visit: rooney.com.au

Take me there

Drive: Bathurst is a three-hour drive from Sydney or Canberra, and four hours from Newcastle.

Stay: For a convenient base in Central NSW, consider staying at Bathurst Widge Station, a just outside town and prices start at \$90 per night. The NH&A Bathurst Panorama Holiday Park has rooms, starting at \$60, as well as campsites.

Explore more: visitcentralnsw.com.au



About 20 minutes' drive east of Bathurst, **Communa** is a new eco-tourist experience on 67 hectares in Waling. Unlike other wildlife parks and zoos, it's not open to the general public, it's just for guests staying in the onsite accommodation. Walking trails can be explored independently by day, while guided tours are offered at night to spot endangered animals, such as berrongs, possums, bandicoots and tiny possum wallabies, that have been released into the protected woodland enclosure. **Wombats, kangaroos, possums, gliders, grassmoss, koalas** and **reptiles** are everywhere, as well as a few resident dingoes.
 Visit: communa.com.au/walibb-sanctuary

COWRA
 Strap in for an exciting open road thrill in a Harley-Davidson sidecar with **Captain Barnacles Tours**. Bundle along scenic routes to historic villages and attractions such as Escart Rock and Coena Squawnee Garden or do the shorter Pike Around Town ride.
 Visit: captainbarnacles.com.au



A SERY AT WILGA STATION
 Wilga Station is a family-owned, 300-hectare sheep farm which offers luxury accommodation built from repurposed material. Based on the property, the Farmers Hut is a self-contained, off-the-grid retreat for couples. It has unique features, such as a grass tent and a dished rooftop in a window with stunning views. Opening soon, the five-bedroom Spaariums Hall will sleep up to 16 people in a farmer's housing shed. The sheep shales have been returned under glass and the old wool table is the centrepiece of the entertaining area. The station is just 12 minutes' drive from Bathurst and 40 minutes from Orange.
 Visit: wilgastation.com.au



The National Motor Racing Museum, at Murray's Corner, Mount Panorama, has expanded to cover all types of motorsport from the 1920s to the present. See the iconic vehicles of rally, open wheel, motorcycle and speedway races. Fans of famous driver Peter Brock will appreciate the tribute section, which includes his 1984 Holden Commodore VK. View displays of trophies, clothing, footage and photographs, before entering the Immersive Room to experience the speed, sound and excitement of racing.
 Visit: www.nmrbathurst.com.au

OBERON
 The **Field to Forest Festival** runs throughout April, providing a whole month of special events. Forage, collect and taste mushrooms in the wild, while enjoying the pine aroma and serenity of the woodlands. Join a DVD trout fishing tour in the Duckenall River, or visit boutique distillers. At the amazing gardens of Mayfield, the full 65-hectare Hawkins family private estate will be open from 2-21 April, get lost in its hedge box maze, take a meadout on the lake and check out the arbory, temple and 80-meter cascade.
 Visit: visitoberon.com/events

PARKES
 Fans of astronomy or the moon *The Dish* won't want to miss a trip to see the massive radio telescope at **Parkes Observatory**. Entry is free to the visitors' centre, viewing area and space science exhibition. A **Movie** shows about 30 films about the vast complexity of the universe. Tickets cost \$7.50 for adults, \$6 students and concession, or \$25 for families.
 Visit: parks.au/parkes



CANOWINDRA
Blind Freddy's Bushranger Tours trace the tumultuous 1860s when hundreds of subjects were committed by the likes of Johnson Gilbert, Ben Hall, Frank Gardiner and Sir Frederick Paterson. Hear those shattering stories on a walking tour of the 'Old Central West' with Craig Lawler, who

Outback Lamb's new three-hour agricultural tour explores Weypoint, a 3000-hectare farm that supplies boutique butchers in Sydney. Before a homegrown lunch, beers about Flora and Bill's sustainable farming philosophy and approaches to the environment. Watch judges participate in a sheep-dog trial and horses in a campdrafting exhibition, and see Aboriginal artwork, carvings and tools at a local site known as The Rocks.
 Visit: outbacklamb.com.au



This page from top: Visit Heifer Station when for Orange F.O.O.D Week, **Blind Freddy's Bushranger Tours**, the **Parles** landscape, **In-Office** hunting of **Bunoodi** Estate, **Orange sausage maker Chris Tadar** (left), a **Captain Barnacles** sidecar tour

GRENFELL
 Port Harry Lawson, built on the Gerald goldfields in 1867, is surrounded with several statues around this historic town. Take a stroll along Main Street, head to O'Brien's Mine or take in Widdell Mountains National Park. **Grenfell Picnic Race Day** is held on April 21 featuring six horse races, children's rides, live music and Fashion in the Field. 
 Visit: grenfellpicnic.org.au

Savings

The following table shows the savings achieved by member councils through aggregated procurement and programming. An explanation of the meaning of each column has been reported previously and is available on request. The table reflects savings in the 20/21 financial year up to 31 December.

The cost to members is calculated on a percentage of each CNSWJO staff member and their corresponding workload on procurement and contract management. This figure is updated quarterly in line with the cost savings.

SPEND	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCs contracts	Other contracts	Training	Total
Bathurst	\$0	\$54,465	\$1,986	\$0	\$448,604	\$0	\$1,298,391	\$13,613	\$0	\$26,640	\$1,843,699
Blayney	\$0	\$1,186	\$0	\$0	\$267,167	\$0	\$138,609	\$3,296	\$0	\$10,530	\$420,788
Cabonne	\$0	\$19,155	\$17,013	\$0	\$644,469	\$0	\$228,190	\$611	\$0	\$33,170	\$942,609
Central Tablelands Water	\$0	\$583	\$0	\$0	\$0	\$0	\$159,939	\$72	\$0	\$0	\$160,595
Cowra	\$576,954	\$19,991	\$3,720	\$0	\$348,099	\$0	\$229,715	\$637	\$0	\$31,198	\$1,210,314
Forbes	\$448,564	\$20,887	\$7,400	\$0	\$342,816	\$0	\$358,064	\$3,851	\$0	\$25,350	\$1,206,932
Lachlan	\$228,419	\$16,675	\$0	\$0	\$431,535	\$0	\$384,794	\$439	\$0	\$29,020	\$1,090,882
Oberon	\$0	\$9,985	\$0	\$0	\$284,612	\$0	\$88,023	\$8,437	\$0	\$6,320	\$397,377
Orange	\$543,051	\$86,034	\$8,043	\$0	\$347,006	\$0	\$1,705,474	\$7,845	\$0	\$22,920	\$2,720,174
Parkes	\$0	\$8,555	\$0	\$0	\$371,847	\$0	\$732,194	\$694	\$0	\$19,250	\$1,132,540
Weddin	\$22,861	\$583	\$1,020	\$0	\$171,979	\$0	\$57,441	\$203	\$0	\$0	\$253,886
Total	\$1,819,649	\$238,100	\$39,182	\$0	\$3,658,135	\$0	\$5,380,335	\$39,499	\$0	\$204,398	\$11,379,796

Regional Submissions

Members have forwarded requests for the JO to lodge submissions as follows where all advice provided is within existing policy. All are available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/submissions/>

1. Inquiry into health outcomes and access to health and hospital services in rural, regional and remote New South Wales – Lodged 15 January 2021.
2. Inland Rail project and regional NSW- this submission is being co-authored with Central West RDA. – Lodged 5 February 2021.
3. Release of Exposure Draft Bill on local government rating reform. The response focused on the mining rate where the advice to the Draft Bill shows a much better result than that anticipated from earlier advice from the OLG. – Lodged 5 February 2021.
4. Rapid Assessment Framework – Lodged 12 February 2021.
5. An Agricultural Land Use Strategy – Lodged 28 February 2021.

I commend this report to Council and thank you all for your support.

Attachment/s:

1. Central NSW Joint Organisation Minutes 11 March 2021

Minutes of the CNSWJO Board Meeting 11 March 2021 in Blayney

Cr S Ferguson	Blayney Shire Council	Cr J Medcalf	Lachlan Shire Council
Cr K Beatty	Cabonne Council	Cr K Sajowitz	Oberon Council
Cr B West	Cowra Shire Council	Cr M Liebich	Weddin Shire Council

Ms R Ryan	Blayney Shire Council	Cr M Kellam	Oberon Council
Mr B Byrnes	Cabonne Council	Cr D Somerville	CTW
Mr P Devery	Cowra Shire Council	Mr G Rhodes	CTW
Mr S Loane	Forbes Shire Council	Ms R Fagan	RDACW
Mr G Tory	Lachlan Shire Council	Mr S Harma	RDACW
Mr G Wallace	Oberon Council	Mr P Evans	OLG
Mr D Waddell	Orange City Council	Ms J Bennett	CNSWJO
Mr K Boyd	Parkes Shire Council	Ms M Macpherson	CNSWJO
Mr G Carroll	Weddin Shire Council	Ms C Griffin	CNSWJO

1. **Acknowledgement to Country and Welcome from the Chair, Cr John Medcalf OAM.**
2. **Welcome to Blayney by Cr Scott Ferguson Mayor of Blayney Shire Council**
3. **Speakers**

10.00am Alex Fischer and Alice Jarrett WaterNSW provided an update on the Wyangala Dam Project

4. **Apologies applications for a leave of absence by Joint Voting representatives**

Cr R Kidd, Cr P Miller, Cr K Keith, Cr B Bourke, Cr J Webb, Cr B Newton, Mr A Albury, Mr D Sherley

Resolved	Cr B West/Cr M Liebich
That the apologies for the Central NSW Joint Organisation Board meeting 11 March 2021 listed above be accepted.	

5. **Minutes**

- 5a. **Confirmation of the Minutes of the Central NSW Joint Organisation meeting 4 December 2020 held in Bathurst.**

Resolved	Cr K Sajowitz/Cr M Liebich
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 4 December 2020 held in Bathurst.	

Cr R Fagan, Chair RDA Central West, arrived 10:30

6. **Business Arising from the Minutes – Matters in Progress**

Resolved	Cr B West/Cr K Sajowitz
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

7. Disclosures of interests – Nil

8. Reports on Statement of Regional Strategic Priority

Priority One: Inter-Council Co-operation

a. Financial Report

Resolved	Cr S Ferguson/Cr K Beatty
That the Board note the Financial Report.	

b. Budget and Statement of Revenue Policy 2021-2022

Resolved	Cr K Beatty/Cr B West
That the Board note the Compliance report and;	
<ol style="list-style-type: none"> 1. note the Draft Budget and Statement of Revenue Policy and Budget options; 2. adopt Option 3 for the budget and fee structure for the 2021/2022 financial year with amendment of reducing the fees to Central Tablelands Water by \$5K and increasing the deficit to \$35K; 3. publish the Draft Budget and Statement of Revenue Policy for 2021-2022 on the website for 28 days; and 4. seek to adopt the approved version at the next Board meeting. 	

c. Advocacy Plans

Resolved	Cr B West/Cr K Sajowitz
That the Board note the Policy and Procedure report; and	
<ol style="list-style-type: none"> 1. adopt the advocacy plans for water and regional prosperity; and 2. note that a further report on the transport advocacy plan will be provided. 	

d. Best Practice in Aggregated Procurement

Resolved	Cr S Ferguson/Cr K Sajowitz
That the Board note the report on Best Practice in Aggregated Procurement.	

e. Energy Program

Resolved	Cr K Beatty/Cr B West
That the Board note the report on the Energy Program and undertake an audit of lighting as provided by Essential Energy LED upgrade program.	

Priority Two: Regional Prosperity

f. Visitor Economy Strategy

Resolved	Cr B West/Cr S Ferguson
That the Board note the Report on the Regional Activators Alliance; and	
<ol style="list-style-type: none"> 1. use the advice in the Tourism Strategy to inform the next round of strategic work; 2. make changes to the document in line with feedback from members; 3. receive advice from members on priority tourism infrastructure investment; and 4. implement short term programming within existing resource as suggested in the Plan with a report to be provided to the May Board meeting. 	

g. Regional Activator Alliance

Resolved	Cr M Liebich/Cr K Beatty
That the Board note the Regional Activator Alliance and	
<ol style="list-style-type: none"> 1. continue to leverage the case study material provided by Councils; and 2. note Weddin Shire was one of the first two to be promoted as part of the soft launch. 	

h. A 20-Year Economic Vision for Regional NSW – Refresh

Resolved	Cr K Sajowitz/Cr B West
That the Board note the Report on a 20-Year Economic Vision for Regional NSW, Refresh; and	
<ol style="list-style-type: none"> 1. work with RDACW and the Regional Prosperity Committee on ensuring opportunities in the Regional 20-Year Economic Vision are realised in Central NSW; 2. Seek feedback from members on the REDs to inform this discussion; and 3. Seek local case studies on skills shortages planning impediment to inform a position paper on skills required to inform a codeveloped report with RDACW; 4. seek advice from Inland Rail, Wyangala Dam, the Newell Highway taskforce and TfNSW and Regional Growth NSW Development Corporation on the outcomes from their work on traineeships. 	

Priority Three: Regional Transport and Infrastructure

i. Progressing a Western Link Event

Resolved	Cr B West/Cr K Sajowitz
That the Board note the report on progressing the resolve of the Board regarding connecting the two Wests.	

j. Inland Rail Productivity Enhancement Program

Resolved	Cr M Liebich/Cr K Beatty
That the Board note the successful EOI application for the Inland Rail Interface Improvement Program (II Program) – Productivity Enhancement Program (PEP) joint with RDACW and accept the offer.	

Priority Four: Regional Water Security

k. Water update

Resolved	Cr B West/Cr M Liebich
That the Board note the Water Update report and	
<ol style="list-style-type: none"> 1. approve for CNSWJO to become a member of the Central West Orana Regional Recovery and Resilience Sub-committee; 2. approve for the CNSWJO to be a proxy on the Town Water Risk Reduction Program Stakeholder Advisory Panel; and 3. endorse submissions be made through the Executive and in line with Board policy in response to requests for feedback on the State Water Strategy and Productivity Commission’s Report on National Water Reform. 	

9. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2020/2021

Resolved	Cr K Sajowitz/Cr S Ferguson
That the Board note the Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and	

1. endorse the following submissions:
 - a. Inquiry into health outcomes and access to health and hospital services in rural, regional and remote New South Wales in line with advocacy policy be endorsed;
 - b. The Inland Rail project and regional NSW,
 - c. Release of Exposure Draft Bill on local government rating reform,
 - d. Rapid Assessment Framework (Planning); and
 - e. An NSW Agricultural Land Use Strategy (Planning)
2. note the possibility of an Extraordinary Board meeting being called in April to accept a tender in between the regular meeting cycle.

12.00pm – Presentation by nbnco – Steven Bowman

10. General Business - Nil

11. Late reports – Nil

12. Matters raised by Members

- Orange - is seeking support for airports in Central NSW to have the same support as Merimbula for tourism ticketing
- Weddin – suggesting members work with LGNSW on agreed position on ESL

**13. Speakers to the next meeting
NSW Water Infrastructure**

**14. Next meeting date for 2021
GMAC – 29 April – Bathurst
Board – 3 June – Orange (CSU)**

Meeting close 12.40pm

12.30pm – sessions with various Telecommunications providers.

Page 4 is the last page of the Central NSW Joint Organisation meeting 11 March 2021

15 CORRESPONDENCE**15.1 CORRESPONDENCE REPORT MARCH****TRIM Number: R21/72****Author: Administration Coordinator - General Management****PURPOSE**

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

SUPPORTING INFORMATION

Copies of the correspondence are attached.

Minister for Water, Property and Housing, The Hon Melinda Pavey MP – Gum Bend Lake Water Allocations.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong Effective and Responsive Council

ATTACHMENTS

1. Attachment A [↓](#)

RECOMMENDATION

That:

1. The General Manager's Report No. R21/72 be received and noted.



The Hon. Melinda Pavey MP
Minister for Water, Property and Housing

Mr Greg Tory
General Manager
Lachlan Shire Council
PO Box 216
CONDOBOLIN NSW 2677

Dear Mr Tory

IM20/28194

LACHLAN SHIRE COUNCIL RECEIVED
- 3 MAR 2021
FILE No.
REFERRED TO: <u>G. Tory</u>

I refer to your email of 24 August 2020, on behalf of Councillor John Medcalf, Mayor of Lachlan Shire Council, concerning water for Gum Bend Lake, Condobolin.

The NSW Department of Planning, Industry and Environment is responsible for allocating water to licence categories in priority order, in accordance with statutory instruments including the *Water Management Act 2000* and the Lachlan regulated river water sharing plan.

All water is fully allocated – in the first instance to high priority commitments and lastly to general security entitlements. As a result of good inflows, I note that allocation to general security licences in the Lachlan has now risen to 38 per cent of entitlement. If the current wetter conditions continue and water availability improves, allocations can be expected to increase further to general security entitlements.

Current flows in the Lachlan River are fully committed and any diversion of water into Gum Bend Lake must be through a valid water licence using allocated or purchased/traded water.

Options to acquire water for Gum Bend Lake are either to wait for water availability conditions to improve and general security allocations to further accrue, or to enter the water market and arrange the transfer of account water. Council may also like to consider using part of its allocated High Security licence (maximum entitlement of 800 ML) to help fill Gum Bend Lake. In addition, with water availability now improving and the risk to town water supply reducing, it may be possible for Council to apply some water from its Local Water Utility access licence to Gum Bend Lake.

The Department continues to regularly update Lachlan water availability conditions for water users, at least monthly, through its water allocation statements which can be found at: <https://www.industry.nsw.gov.au/water/allocations-availability/allocations/statements>. I encourage you to watch out for allocation updates.

Thank you for taking the time to raise this matter with me.

If you require additional information or wish to discuss water allocations further, I have arranged for the Department's Mr Brian Graham, Manager Water Allocations, to be available. Mr Graham can be contacted on (02) 8838 7900.

Yours sincerely

Melinda Pavey MP
Minister for Water, Property and Housing

25 FEB 2021

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 Undetected Water Leak - Assessment 1003210

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).

18.2 Update on Cyber Security Action Plan

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.

18.3 Provision of Youth Services from 1 July 2021

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.

18.4 Audit Engagement Plan

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.

18.5 Tender 2021/1 - Supply and Instalation of Ground Mount Solar PV and Battery Storage at Lake Cargelligo Water Filtration Plant.

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.