



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

Date: Wednesday, 25 March 2020
Time: 2:00pm
Location: Condobolin Council Chambers

BUSINESS PAPER

Ordinary Council Meeting

25 March 2020

Lachlan Shire –THE HEART OF NSW



Our Vision:

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

Mission:

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

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

Ordinary Meeting - 26 February 2020

**MINUTES OF LACHLAN SHIRE
ORDINARY COUNCIL MEETING
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS
ON WEDNESDAY, 26 FEBRUARY 2020 AT 2:06PM**

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

IN ATTENDANCE: Jon Shillito (Acting General Manager and Director - Environment, Tourism and Economic Development), Karen Pegler (Director - Corporate and Community Services), Tekohi Rivera (Director - Infrastructure Services Development), Guy Marchant (Manager Building and Projects), Paula Ewing (Executive Assistant)

1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS

Was read out by Councillor Melissa Rees

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

3 CONFIRMATION OF MINUTES

RESOLUTION 2020/6

Moved: Cr Melissa Rees
Seconded: Cr Dennis Brady

That the minutes of the Extraordinary Meeting held on 29 January 2020 be confirmed.

CARRIED

RESOLUTION 2020/7

Moved: Cr Peter Harris
Seconded: Deputy Mayor Paul Phillips

That the minutes of the Ordinary Meeting held on 11 December 2019 be confirmed.

CARRIED

4 MAYORAL MINUTE

4.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR - FEBRUARY

RESOLUTION 2020/8

Moved: Cr Peter Harris
Seconded: Cr Dennis Brady

That Council

- (i) Read and Note Mayoral Report No R20/37.

CARRIED

5 PUBLIC FORUM

Ian Kemp – Lkae Cargelligo Wetlands and Lakes Council

Steven Johnston – Lake Aerodrome Lease

Councillor Mark Hall joined the meeting at 2:30p.m

6 DISCLOSURE OF INTEREST

Councillor Blewitt declared a significant pecuniary interest in Item 9.3 as it includes her property.

Councillor Brady declared a non-pecuniary non-significant interest in Item 8.8 Youth Services Report as he is the chairperson of Western Plains Regional Development.

Councillor Phillips declared a significant pecuniary interest in Item 18.4 as the estate is his fathers.

Councillor Phillips declared a significant pecuniary interest in Item 18.9 as his son is a tenderer.

7 GENERAL MANAGER

7.1 ACTIVE RESOLUTIONS - FEBRUARY

RESOLUTION 2020/9

Moved: Cr Elaine Bendall
Seconded: Cr Peter Harris

That Council

- (i) Read and Note General Manager's report No R20/33.

CARRIED

7.2 DELIVERY PROGRAM AND OPERATIONAL PLAN STATUS UPDATE

RESOLUTION 2020/10

Moved: Cr Peter Harris
Seconded: Deputy Mayor Paul Phillips

That Council

- (i) Receive and Note the General Manager's Report No R20/38
- (ii) Note the status of the Delivery Program and Operational Plan as at 31 December 2019.

CARRIED**8 CORPORATE AND COMMUNITY SERVICES****8.1 SUSTAINABILITY FUNDING - LIBRARIES****RESOLUTION 2020/11**

Moved: Cr Peter Harris
Seconded: Cr Melissa Rees

That Council resolves to:

1. Receive and note the Director Corporate & Community Services report no.19/336.
2. Endorse the NSW Public Libraries Association's Renew Our Libraries Phase Two campaign.

CARRIED**8.2 DONATION REQUESTS****RESOLUTION 2020/12**

Moved: Cr Peter Harris
Seconded: Cr Elaine Bendall

That:

1. The Director Corporate & Community Services Report No. R20/7 be received.
2. Council donate to each organisation:
 - i. \$450 to NADIOC week initiatives
 - ii. \$1000 to Condobolin Clay Target Club
 - iii. \$1000 to Lake Cargelligo Arts and Crafts Society Inc.
 - iv. \$300 to Catholic Care Wilcannia-Forbes
 - v. \$300 to Country Women's Association Oxley

CARRIED**RESOLUTION 2020/13**

Moved: Cr Melissa Blewitt
Seconded: Cr Peter Harris

That Council

Contact Damian Noll and advise him that Council will underwrite the Anzac Day event to a maximum of \$25,000.

CARRIED

8.3 LACHLAN SHIRE COUNCIL ABORIGINAL ADVISORY COMMITTEE

RESOLUTION 2020/14

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

That

1. Council receive and notes Director Corporate and Community Services report R20/9.
2. Council resolve to:
 - a) dissolve the current Lachlan Shire Council Aboriginal Advisory Committee as it has not been effective in achieving its Terms of Reference stated purpose
 - b) discuss options for engaging with the various Aboriginal communities following the Council election in September 2020.
 - c) Build and strengthen a relationship with the Murrin Bridge Local Aboriginal Land Council between now and the Council election in September 2020.

CARRIED

8.4 REVIEW OF COUNCIL'S INFORMATION SERVICES POLICIES

RESOLUTION 2020/15

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

That:

1. The Director of Corporate and Community Services Report No R20/12 be received and noted.
2. Council adopt the following operational policies:
 - Data Storage Policy
 - Desktop PC, Notebook and Mobile Device Replacement Policy
 - Internet Usage Policy
 - Information Services Security Policy
 - Network Passwords Policy
 - Remote Access Policy
 - Reporting Lost or stolen IT Assets
3. Resolve to extinguish the following policies as they are now obsolete or have been incorporated into the updated policies:
 - Ipad Policy
 - Virus Protection Policy

- Server Room Access Policy
- Wireless Networking Policy
- Purchase and use of computing and communications equipment Policy.

CARRIED

8.5 AUDIT MANAGEMENT LETTER FOR YEAR ENDED 30 JUNE 2019

RESOLUTION 2020/16

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That:

1. The Director Corporate and Community Services report R20/15 be received and noted.

CARRIED

8.6 BUSINESS CONTINUITY PLAN

RESOLUTION 2020/17

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That:

1. The Director Corporate and Community Services Report R20/17 be received and noted.
2. The revised Business Continuity Plan be adopted.

CARRIED

8.7 INVESTMENTS AT 31 DECEMBER 2019 AND 31 JANUARY 2020

RESOLUTION 2020/18

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

That:

1. The Director of Corporate and Community Services Report No. R20/22 be received and noted.

CARRIED

8.8 YOUTH SERVICES REPORTS - QUARTERLY REPORT OCTOBER TO DECEMBER 2019 AND FINAL REPORT 2015 TO 2019

RESOLUTION 2020/19

Moved: Cr Peter Harris
Seconded: Cr Mark Hall

That:

1. The Director Corporate & Community Services Report No. R20/24 be received and noted.
2. Council provide feedback on the contents of the report for the Western Plains Regional Development Committee.

CARRIED

8.9 QUARTERLY BUDGET REVIEW 2 2020FY

RESOLUTION 2020/20

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Dennis Brady

That Council

1. Receive and note the Director Corporate and Community Services Report No. R20/28.
2. Adopt the transfers from Reserves as noted in the "Revotes" as presented.
3. Adopt the revised Operating Plan Budget including transfers from the reserves as presented.
4. Adopt the reserve balances as presented.

CARRIED

9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

9.1 DA 2011/18.3 - MODIFICATION 3 - ALTERATIONS TO MINING INCLUDING REPROCESSING OF TAILINGS

RESOLUTION 2020/21

Moved: Deputy Mayor Paul Phillips
Seconded: Cr Dennis Brady

That:

1. The Director Environment, Tourism and Economic Development Report No. R20/3 be received and noted.
2. Council approve the Section 4.55(2) Application subject to conditions, as set out in **Attachment 2**

In Favour: Crs John Medcalf, Paul Phillips, Elaine Bendall, Melissa Blewitt, Dennis Brady, Dave Carter, Peter Harris, Melissa Rees and Brian Nelson

Against: Cr Mark Hall

CARRIED

9.2 ABORIGINAL PROTOCOL / GUIDELINE

RESOLUTION 2020/22

Moved: Cr Peter Harris

Seconded: Cr Mark Hall

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/1 be received and noted.
2. 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.

CARRIED

Councillors Phillips declared a significant pecuniary interest in Item 9.3 and left the meeting at 3:41pm.

Councillor Blewitt declared a significant pecuniary interest in Item 9.3 as the report mentions her property and left the meeting at 3:41pm.

9.3 DEVELOPMENT DATA - DECEMBER 2019 AND JANUARY 2020

RESOLUTION 2020/23

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That Council:

1. The Director Environment, Tourism and Economic Development Report No. R20/5 be received and noted.

CARRIED

Councillor Blewitt and Councillor Phillips returned to the room at 3:42pm

9.4 LACHLAN RIVER FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN

RESOLUTION 2020/24

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Environment, Tourism and Economic Development Report No. R20/2 received and noted

2. Council adopt the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan (including modifications recommended by Geoff Craig & Associates in their independent review) and begin the investigations on how to implement the recommendations.

CARRIED

At 3:43pm Clr Phillips left the room
At 3:44pm Clr Rees left the room
At 3:45pm Clr Rees and Phillips returned to the meeting.

At 3:53pm Council ceased for a break.
At 4:06pm Council resumed.

10 INFRASTRUCTURE SERVICES

10.1 FY1920 ROADWORKS MONTHLY UPDATE FOR DECEMBER/JANUARY

RESOLUTION 2020/25

Moved: Cr Mark Hall
Seconded: Cr Peter Harris

That:

1. The Director Infrastructure Services Report No. R19/335 be received and noted.

CARRIED

At 4:09pm Councillor Phillips left the meeting.
At 4:11pm Councillor Phillips returned to the meeting.

10.2 LAKE CARGELLIGO AERODROME GRAZING LICENCE

RESOLUTION 2020/26

Moved: Cr Peter Harris
Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Infrastructure Services Report No. 20/6 be received and noted.
2. Council rescind resolution 2017/200
3. Expressions of Interest be publicly advertised for a short term grazing licence over the vacant land at the Lake Cargelligo Aerodrome.
4. Council delegate authority to the General Manager to enter into a short term grazing licence (12 months) with the preferred party.
5. Council enter a month by month lease with Steve and Jan Johnston in the interim whilst we publicly advertise for tenders for a short term grazing licence if the relevant legislation allows this to occur.

CARRIED

10.3 ROAD CLOSURES

RESOLUTION 2020/27

Moved: Cr Mark Hall

Seconded: Cr Dave Carter

That:

1. The Director Infrastructure Services Report No. R20/11 be received and noted.
2. Council resolves to seek public submissions on the closure of part of SR 269 Yarrangrove Road subject to the applicant agreeing in writing to meet all costs associated with the road closure.
3. The applicant be advised that the unnamed road off SR 257 Racecourse Road is a Crown road and application for closure should be made to the NSW Department of Planning, Industry & Environment – Crown Lands.

CARRIED

10.4 FY1920 UTILITIES MONTHLY UPDATE FOR DECEMBER/JANUARY

RESOLUTION 2020/28

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Infrastructure Services Report No. R20/16 be received and noted.

CARRIED

10.5 FIFIELD, ALBERT & TOTTENHAM WATER CARTING - NSW GOVERNMENT DROUGHT EMERGENCY RELIEF FUNDING

RESOLUTION 2020/29

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Infrastructure Services report No. R20/25 be received and noted.
2. Council re-apply for financial assistance to the NSW Government Department of Industry for the cost of water cartage to maintain essential supplies of water to Fifield, Albert and Tottenham in FY1920.

CARRIED

10.6 FY1920 RECREATION MONTHLY UPDATE FOR DECEMBER/JANUARY

RESOLUTION 2020/30

Moved: Cr Peter Harris

Seconded: Cr Mark Hall

That:

1. Council receive and note Director Infrastructure Service's report R20/29;
2. A report be brought back to Council in relation to the cricket nets and various options including a diagram and a list of affected parties and their concerns with each option.

CARRIED

11 DEPUTATIONS

Nil

12 NOTICES OF MOTION

Nil

13 NOTICES OF RESCISSION

Nil

14 DELEGATES REPORT

Nil

15 CORRESPONDENCE

15.1 CORRESPONDENCE - FEBRUARY

RESOLUTION 2020/31

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That

- (i) Receive and Note Correspondence Report 20/36.
- (ii) Consider Notices of Motions to submit to the National General Assembly 2020.

CARRIED

16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

17 PETITIONS

Nil

18 CLOSED SESSION**RESOLUTION 2020/32**

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

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 Willow Bend Sports Centre - Licence Agreement

This matter is considered to be confidential under Section 10A(2)a 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 personnel matters concerning particular individuals (other than councillors) and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

18.2 6 Townsend Street and 81 Loughnan Street, Lake Cargelligo

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

18.3 Update on confidential staff matter

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).

18.4 Water Account Adjustment - Assessment 1017926

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 Undetected Water Leak - Assessment 1017845

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).

18.6 Update on Air Conditioning Replacement - Council Administration Building

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

18.7 Undetected Water Leak - Assessment 1045026

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).

18.8 Request to Write Off Rates and Water Charges - Assessment 1008561

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).

18.9 Quotation Assessment - Lake Cargelligo showground amenities and stables

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.

CARRIED

18.1 WILLOW BEND SPORTS CENTRE - LICENCE AGREEMENT**RESOLUTION 2020/33**

Moved: Cr Melissa Rees

Seconded: Cr Mark Hall

That

1. Director of Environment, Tourism and Economic Development Report No. R20/8 be received and noted.
2. Council delegate authority to General Manager to approve amendments to the current Licence Agreement in consultation with Council's Legal Representative, ensuring that consultation takes place with representatives from the Department of Education.
3. Council invite "Expressions of Interest" for the operation and management of the Willow Bend Sports Centre.
4. A further report be presented to Council with the outcomes of the expressions of interest and for Council to determine the future management arrangement of the Willow Bend Sports Centre.

CARRIED

18.2 6 TOWNSEND STREET AND 81 LOUGHNAN STREET, LAKE CARGELLIGO**RESOLUTION 2020/34**

Moved: Cr Mark Hall

Seconded: Cr Dave Carter

That

1. The Director Environment, Tourism and Economic Development Report No. R20/13 be received and noted.
2. A further report be brought back to Council.

CARRIED

18.3 UPDATE ON CONFIDENTIAL STAFF MATTER

RESOLUTION 2020/35

Moved: Cr Dennis Brady
Seconded: Cr Melissa Blewitt

That Council:

1. Receive Director Corporate & Community Services Report R20/21.
2. Council obtain legal advice, that if we don't refer the matter to the NSW Police, is there a potential for litigation.

CARRIED

MOTION

Moved: Cr Dave Carter
Seconded: Dennis Brady

That the General Manager refer the matter to the NSW police.
Upon voting the motion is lost.

Councillor Phillips left the room at 4:45pm

Councillor Phillips returned to the room at 5:52pm

Cr Phillips declared a significant pecuniary interest in Item 18.4 as the property owner is his father and left the room at 5:55pm

18.4 WATER ACCOUNT ADJUSTMENT - ASSESSMENT 1017926

RESOLUTION 2020/36

Moved: Cr Dave Carter
Seconded: Cr Brian Nelson

That:

1. The Director of Corporate and Community Services Report No. R20/23 be received and noted.
2. Council approve the request to reduce the water consumption charges by \$5,282.61, including interest of \$1,258.12.

3. Council accept the property owner's offer of payment in the amount of \$5,250.00 as full and final settlement of this matter.

CARRIED

At 6:00pm Councillor Phillips returned to the room

18.5 UNDETECTED WATER LEAK - ASSESSMENT 1017845

RESOLUTION 2020/37

Moved: Cr Mark Hall

Seconded: Cr Dave Carter

That Council:

1. Receive and note the Director of Corporate and Community Services Report No. R20/26.
2. Approve the request to reduce water consumption charges for the period 10 October 2018 to 9 April 2019 by \$5,142.01, including interest of \$642.34 in accordance with Council's undetected water leak policy.

CARRIED

18.6 UPDATE ON AIR CONDITIONING REPLACEMENT - COUNCIL ADMINISTRATION BUILDING

RESOLUTION 2020/38

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/27 be received and noted.
2. Council resolve, pursuant to Section 55(3)(i), that due to the unavailability of competitive tenderers, Council award both the replacement of the air conditioning for \$209,000 and the removal and replacement of the ceiling, including the provision of new compliant lighting for \$162,640.76, to Chill-rite Refrigeration and Air Conditioning for the total amount of \$371,640.76.
3. The General Manager be delegated authority to obtain and consider quotations for the minor works to the roof that will be required, as a result of the Air Conditioning replacement, up to a total value of \$180,359.54, noting that this is a variation to Council's Procurement and Disposal Policy.

CARRIED

18.7 UNDETECTED WATER LEAK - ASSESSMENT 1045026

RESOLUTION 2020/39

Moved: Cr Mark Hall

Seconded: Cr Dave Carter

That Council

1. Receive and note the Director of Corporate and Community Services Report No. R20/26.
2. Approve the request to reduce water consumption charges for the period 25 June 2019 to 25 November 2019 by \$7,285.74 including interest of \$111.43 in accordance with Council's Undetected Water Leak Policy, subject to the payment of all outstanding water consumption charges by 30 June 2020.

CARRIED

18.8 REQUEST TO WRITE OFF RATES AND WATER CHARGES - ASSESSMENT 1008561

RESOLUTION 2020/40

Moved: Cr Dave Carter

Seconded: Cr Peter Harris

That Council:

1. Receive the Director of Corporate and Community Services Report No. R20/32.
2. Approve the request to write off outstanding rates and water charges prior to 1 September 2019.

CARRIED

At 6:07pm Councillor Phillips declared a significant pecuniary interest in Item 18.9 as his son is a tenderer and left the room.

18.9 QUOTATION ASSESSMENT - LAKE CARGELLIGO SHOWGROUND AMENITIES AND STABLES

RESOLUTION 2020/41

Moved: Cr Mark Hall

Seconded: Cr Dave Carter

That

1. The Director of Environment, Tourism and Economic Development Report No R20/35 be received and noted.
2. Council negotiate with the companies that provided quotations to obtain a more competitive quotation price.
3. Council allocate any shortfall in funding from the Building Capital Works – SRV Component of the 2019/20 budget (or any grant funding which may become available) towards the erection of the amenities building only.
4. The General Manager be given delegated authority to sign a purchase order for a project to a total of \$249,999.

CARRIED

At 6:12pm Councillor Phillips returned to the meeting,

At 6:23pm Councillor Bendall left the meeting.

RESOLUTION 2020/42

Moved: Cr Dennis Brady

Seconded: Deputy Mayor Paul Phillips

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 6:40pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 March 2020.

.....
CHAIRPERSON

DRAFT

4 MAYORAL MINUTE**4.1 MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR FOR THE MONTH OF MARCH****TRIM Number: R20/47****Author: Mayor****FIRST HEADING**

27th February – CNSWJO Board Meeting, Weddin Shire Council, Grenfell

5th March – JO’s Chair Meeting, Parliament House, Sydney

11th March – Strategic Briefing, Council Chambers, Condobolin

12th March – Cleanteq, Council Administration Building, Condobolin

12th March - Selina Win Pe, Council Administration Building, Condobolin

16th March – RFS Lachlan District Liaison Committee, Condobolin Control Centre

23rd March - Inland CWAP - Update on northern Basin flows

24th March – Central NSW Joint Organisation, Lachlan Regional Water Strategy, Dial- in

25th March – Central West Local Land Services Meeting with Andrew Mulligan and Chair Susan Madden

25th March – Ordinary Meeting of Council, Council Chambers, Condobolin

ATTACHMENTS

Nil

RECOMMENDATION

That

- (i) Receive and note Mayoral Minute R20/47.

4.2 MAYORAL MINUTE -CENTROC BOARD MEETING AND CENTRAL NSW JOINT ORGANISATION

TRIM Number: R20/48

Author: Mayor

ATTACHMENTS

1. Attachment A [↓](#)

RECOMMENDATION

That

- (i) Council Receive and Note Mayoral Minute R20/48.

**Report from the Mayor/Deputy Mayor/General Manager attending the
Centroc Board Meeting and
Central NSW Joint Organisation
27 November 2019
ACT Legislative Assembly
and
28 November 2019
Parliament House**

I attended the Board meeting of Centroc and Central NSW Joint Organisation (JO) on Wednesday 27 November 2019 at the ACT Legislative Assembly in Canberra. Please see the draft Minutes attached.

The Board was welcomed to the ACT by Andrew Barr MLA, ACT Chief Minister, Treasurer, Minister for Economic Development, Minister for Urban Renewal, Minister for Tourism and Events.



Cr Rowena Abbey, The Mayor of Yass Valley Council & Chair of Canberra Region JO welcomed the CNSWJO to their region.

The Board heard presentations from Ms Bettina Konti, Chief Digital Officer ACT Government and Mr Noel McCann, Director of Government Relations & Planning and Brendan Smyth, the ACT Commissioner for International Engagement both from Canberra Airport. Copies of their presentations are available on request.

Cr James Hayes OAM, Mayor of Snowy Valleys Council and Ms Gabbi Cusack, Executive Officer of the Canberra JO were both in attendance.

The following day Thursday 28 November I attended Parliament House to participate in round table discussions with the following politicians.

- The Hon Michael McCormack, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, Member for Riverina
- The Hon Mark Coulton, Minister for Regional Services, Decentralisation and Local Government
- The Hon Josh Frydenberg, Treasurer
- The Hon David Littleproud, Minister for Water Resources, Drought, Rural Finance, Natural Disaster and Emergency Management
- The Hon Angus Taylor, Minister for Energy and Emissions Reduction
- The Hon Sussan Ley, Minister for the Environment
- Hon Dan Tehan, Minister for Education
- Hon Andrew Gee, Assistant Minister to the Deputy Prime Minister, Member for Calare
- Senator the Hon Bridget McKenzie, Minister for Agriculture

The Board was hosted by the Hon Michael McCormack as the Member for Riverina. We expressed our appreciation to both his staff and Michael himself for his support and the opportunity for the region.

Despite the interruption of the division bells, the Ministers addressed the Board, noting the impact drought is having on our communities and encouragement to continue to advocate the good stories. A summary follows.

Reports from Centroc

The Board were presented with the Statement of Finances. The information did not vary from the accounts provided to the Board in August 2019 and the Board resolved to adopt the Statement of Finances for Centroc.

Reports to Joint Organisation

Advocacy

Advocacy Plans were adopted and the Board resolved to share the policy position of each with LGNSW. These include:

- Regional Prosperity Advocacy Plan
- Regional Transport Advocacy Policy
- Regional Water, Advocacy Plan
- Draft Drought Advocacy Plan

The Central West Food and Fibre Plan and its implementation plan was provided for member consideration. Please request.

Energy Program

The Board resolved to investigate the opportunities of the recently announced renewable energy zone.

An update was provided on the cost savings anticipated for the next three years from the recently agreed electricity procurement. Councils will have a share in cost savings of \$2.37m over 3 years achieved through the procurement process for the supply of electricity for large market sites. More advice on savings for small sites will be provided in due course.

The estimated cost savings are shown in the table following. A per council breakdown can be provided on request.

The cost savings for small market sites are still being calculated and will be reported to the next Board meeting

Council	Period	Large Market - Energy Australia				Totals		Savings	
		Forecast Load (MWh)	Total cost (using contracted rates)	Total cost (using incumbent rates)	Savings	Total Spend (new contract rates)	Total spend (incumbent rates)	Total Savings (3 year contract)	Percentage saving
Bathurst	2020	12,083	\$ 2,397,219	\$ 2,558,749	\$ 161,530	\$ 7,112,906	\$ 7,739,088	\$ 626,182	8.09%
	2021	12,083	\$ 2,354,646	\$ 2,579,574	\$ 224,929				
	2022	12,083	\$ 2,361,041	\$ 2,600,764	\$ 239,723				
Blayney	2020	774	\$ 139,974	\$ 150,719	\$ 10,745	\$ 396,022	\$ 435,325	\$ 39,303	9.03%
	2021	789	\$ 139,720	\$ 154,804	\$ 15,084				
	2022	651	\$ 116,328	\$ 129,802	\$ 13,474				
Cabonne	2020	746	\$ 160,530	\$ 172,161	\$ 11,630	\$ 416,220	\$ 454,458	\$ 38,238	8.41%
	2021	562	\$ 120,233	\$ 132,508	\$ 12,275				
	2022	631	\$ 135,457	\$ 149,789	\$ 14,332				
Central Tablelands Water	2020	1,435	\$ 278,011	\$ 298,669	\$ 20,657	\$ 824,394	\$ 903,184	\$ 78,790	8.72%
	2021	1,435	\$ 272,860	\$ 301,048	\$ 28,188				
	2022	1,435	\$ 273,523	\$ 303,468	\$ 29,945				
Cowra	2020	3,837	\$ 743,719	\$ 796,210	\$ 52,491	\$ 2,077,931	\$ 2,267,751	\$ 189,820	8.37%
	2021	3,521	\$ 671,091	\$ 738,084	\$ 66,993				
	2022	3,463	\$ 663,121	\$ 733,456	\$ 70,336				
Forbes	2020	3,221	\$ 646,062	\$ 690,859	\$ 44,797	\$ 1,840,029	\$ 2,004,668	\$ 164,639	8.21%
	2021	3,103	\$ 612,370	\$ 671,995	\$ 59,625				
	2022	2,931	\$ 581,597	\$ 641,814	\$ 60,217				
Lachlan	2020	2,053	\$ 401,254	\$ 430,381	\$ 29,126	\$ 1,170,800	\$ 1,280,286	\$ 109,485	8.55%
	2021	2,053	\$ 393,876	\$ 433,774	\$ 39,898				
	2022	1,949	\$ 375,670	\$ 416,131	\$ 40,461				
Oberon	2020	370	\$ 75,254	\$ 80,825	\$ 5,571	\$ 188,447	\$ 206,174	\$ 17,728	8.60%
	2021	317	\$ 63,845	\$ 70,439	\$ 6,594				
	2022	241	\$ 49,347	\$ 54,911	\$ 5,563				
Orange	2020	13,079	\$ 2,574,213	\$ 2,749,629	\$ 175,415	\$ 7,636,264	\$ 8,315,769	\$ 679,505	8.17%
	2021	13,079	\$ 2,527,756	\$ 2,771,794	\$ 244,038				
	2022	13,079	\$ 2,534,295	\$ 2,794,347	\$ 260,052				
Parkes	2020	8,214	\$ 1,510,670	\$ 1,620,205	\$ 109,535	\$ 4,416,423	\$ 4,835,221	\$ 418,798	8.66%
	2021	8,214	\$ 1,479,914	\$ 1,632,545	\$ 152,632				
	2022	7,890	\$ 1,425,839	\$ 1,582,470	\$ 156,631				
Weddin	2020	252	\$ 45,428	\$ 48,795	\$ 3,366	\$ 100,278	\$ 109,760	\$ 9,482	8.64%
	2021	195	\$ 34,570	\$ 38,272	\$ 3,702				
	2022	114	\$ 20,279	\$ 22,694	\$ 2,414				
CNSWJO Total	2020	46,065	\$ 8,972,336	\$ 9,597,201	\$ 624,865	\$ 26,179,714	\$ 28,551,683	\$ 2,371,969	8.31%
	2021	45,352	\$ 8,670,880	\$ 9,524,836	\$ 853,956				
	2022	44,467	\$ 8,536,498	\$ 9,429,646	\$ 893,148				

Internal Audit and Risk Management Report

Council will be aware that the Office of Local Government (OLG) has produced draft guidelines for internal audit and risk management seeking feedback. A response will be provided to the OLG by the JO and

members are encouraged also to write their own responses. Please request the draft which has been circulated to General Managers to facilitate Council feedback on their concerns.

The response

- a. Is supportive of a strategic approach to internal audit and risk management;
- b. Suggests a less prescriptive approach, than that suggested in the guidelines;
- c. Is not supportive of leveraging Section 377 of the Local Government Act where Councils delegate internal audit and risk management functions to the JO;
- d. Notes the diversion of resource required for a Joint Organisation to fulfill these guidelines will be counterproductive and is at risk of contributing to JO network failure;
- e. Request that JOs be exempt from the new Internal Audit and Risk Management Framework for NSW; and
- f. Includes Member Councils concerns.

Tourism Data Tool by Western Research Institute and support for a collaborative project with Arts Out West delivering arts and culture journeys

Five JO members get no tourism data at all from Tourism Research Australia or Destination NSW. Advice collected is for accommodation over 14 rooms and therefore misses the majority of our visitor economies – Visiting Friends and Relatives. Further, advice from the Regional Economic Development Strategies has tourism data collected in Functional Economic Regions only, not by Local Government Area.

To help build our understanding of the value of tourism, the JO is collaborating and co-investing with Council, Destination Network Outback & Country and WRI on a tourism data project. Members are encouraged to support providing data into the program including promoting the visiting friends and relatives (VFR) survey through the community and through Council staff and family.

<https://www.wri.org.au/surveys>

The Board also resolved to support the printing of collateral for arts and culture journeys through the region.

Regional Transport

The Board resolved to write to the Minister for Regional Roads, the Hon Paul Toole seeking advice on the update of the Bells Line of Road Corridor.

A reviewed Advocacy Plan will be provided that identifies one or two priorities for the Board to focus its advocacy efforts, this is expected as a report to the next Board meeting.

Regional Water

This is a fastmoving portfolio, the Water Utilities Alliance Manager was thanked for her efforts in keeping all well informed.

Advice was provided in the Confidential Briefing Note No. 3 regarding water security for urban water utilities in the current unprecedented drought.

A strategic subcommittee including the sponsoring GMs, other interested GMs, the Portfolio Mayor and Chair to provide a higher level of strategic support for a regional response to emergency town water needs and long-term planning in the short term.

The Board agreed arrangements be developed with the strategic subcommittee and in consultation with member Councils for emergency water management between towns across the region that (based on previous Board policy) address the following heads of consideration:

- a. Arrangements for the sharing of water for emergency water needs between towns across the region so that the burden of providing infrastructure for critical urban water transfers is borne equitably by the region (for example through the development of instruments and agreements not structures);
- b. Ownership and management by LG of any such infrastructure built to transfer emergency water between towns across the region for critical human needs;
- c. On-going operational costs for emergency water infrastructure;
- d. A multi-source approach to the supply of emergency water that enables options to be switched on or off as needed with these to be linked to State and local based triggers; and;
- e. Receive a report to the February 2020 Board meeting.

The JO will also undertake advocacy seeking early engagement in the Wyangala Dam wall raising and Lake Rowlands to Carcoar Dam projects with a view to being able to influence outcomes.

There has been a significant amount of consultation including submissions in region for the past quarter. These include:

- a response to the Lachlan Regional Water Strategy
- a report was provided to the JO Executive Officer network on a potential cross JO project for the development of Regional Town Water Strategies
- a response to the State Water Strategy
- input to the Lachlan Regional Water Strategy was provided to the Independent Panel assessing the social and economic conditions in the Murray Darling Basin
- A response provided to LGNSW for the NSW Legislative Assembly Committee on Investment, Industry and Regional Development inquiry into support for drought affected communities in NSW

Given the drought and its impacts including potential change of the Murray Darling Basin Plan, this Board commends Council become a member of the Murray Darling Association.

The Board continues to Advocate strongly that Councils are responsible and experienced water utilities managers that seek to work collaboratively with all levels of Government on water security solutions.

A meeting was held with the Minister for Water, Property and Housing on Tuesday 26th of November. Actions from that meeting include;

1. Thank Minister Pavey for visiting the region Tuesday 26 November 2019;
2. Seek to work through the Minister's office on developing a collaborative approach to water security in Central New South Wales within existing policy;
3. Noting that existing policy is for the sharing of water to be through instruments rather than structures seek funding from and engagement with the state on progressing such an approach; and
4. Reaffirm the region's policy position of councils including county councils retaining control of their water utilities assets.

The Board will also seek advice on the correlation between surface and bore water.

Reporting on progress of the Strategic Plan

The Chair of the CNSWJO has requested a more structured approach to the value to members. The suggested format for this advice is below. It is intended to transition the savings and grant funding across while drawing a line in the sand and starting afresh for the JO where this report would provide the starting point for the new advice.

Value for members	Activity FYTD	Activity this Quarter
Submissions	6	050919 - Inquiry into Jobs for the Future in Regional Areas 100919 – Joint Submission with RDACW/CNSWJO to Regional Connectivity Program 120919 - Inquiry into sustainability of energy supply & resources in NSW 081119- Inquiry into Regional Australia
Plans, strategies and collateral	6	NAMAF – reports provided to all tranche 1 and 2 Councils including Blayney, Cowra, Forbes and in this quarter, Parkes, Cabonne, Bathurst and Oberon. Independent Audits of DPIE Water Performance Monitoring Data completed for Orange and Bathurst and reports provided. Dam surveillance inspections completed for Bathurst (Chifley Dam) and CTW (Lake Rowlands) and draft reports issued. Bridge Assessments – all councils have now received their reports for Tranche 1a and Tranche 2. A draft regional report is being developed. The Regional Food and Fibre Strategy completed. Transport Issues Paper developed with TfNSW and circulated for members feedback. Advice will inform TfNSW Integrated Transport Plan.
Grants	\$14,594	\$14,594 for training delivered under funding by TAFE NSW to Cowra Council & Lachlan Shire Council for the July to September 2019 quarter. Application requested by OEH for funding for the Southern Lights Project was unsuccessful. \$150K being negotiated for the JO with OLG.
Compliance	5	Compliance training courses delivered across the region: <ul style="list-style-type: none"> • Enter & Work in Confined Spaces – Full course + Refresher – 19 participants • Traffic Control Training (TC + ITCP) - 11 participants Mandatory Independent Audits of DPIE Water Performance Monitoring Data completed for Orange and Bathurst and reports provided.
Data	3	Tourism data project through WRI Transit data through the Inland Rail project has been negotiated for the whole region. DPIE Water Performance Monitoring Data currently being collated for benchmarking the region’s LWUs.
Media including social media	3 plus please request the Excel Spreadsheet on tourism publications	1. 17919 Media Release calling for sensible work on water security. 2. 151019 Media Release – Funding Announcement for Wyangala Dam 3. 151119 Media Release – Host Survey Tourism PR update The advertising value for the PR media generated in January-June 2019 is \$449,350. Highlights include a Media Trip titled “Travelling with a Friend” by Country Style with accommodation for the trip scheduled for Forbes and attending “Grazing Down the Lachlan”. The Sydney Morning Herald “Traveller” ran a double page feature on the opening weekend of the new Byng St Boutique Hotel (see photos below).

Gabrielle Brewer has provided advice that the generated exposure for Central NSW Tourism regions & experiences in major media outlets to the advertising value of approx. \$1m+ for 2019.


This includes 16 media touring the region; 8 media releases that were distributed to 400+ media & industry contacts; over 150 articles appeared in digital news & travel media, newspapers, magazines, radio, tv & blogs. Couples & the family market in Sydney & NSW were targeted and articles were all driving people to the www.visitcentralnsw.com.au website. Please find examples following.

This article featured in the Sydney Morning Herald "Traveller" magazine in early October 2019:



This article was published in the NRMA "Open Road" Magazine - September/October 2019 issue:



		 <p>The Aug/September issue of Blue Mountains Life Magazine featured the Bathurst Spring Spectacular:</p> <p>Social Media</p> <ul style="list-style-type: none"> • Central NSW Joint Organisation Facebook Page – 301 likes 396 Followers • Central NSW Tourism Facebook Page – 12,551 likes 12,955 Followers • Screen Central Facebook Page – 300 likes 345 Followers • Central NSW Tourism Instagram Page – 4,478 Followers • Central NSW JO Twitter – 937 Followers
<p>Cost Savings</p>	<p>\$345k since 1 July 2019</p>	<p>See cost savings table below for details. New contracts for the July to September quarter include:</p> <ol style="list-style-type: none"> 1. Auditing of Performance Monitoring Data for Water and Sewer 2. Stage 1 of BPAP – Legal Advice 3. Internal Audit of Cyber Security 4. Electric Vehicle Toolkit 5. Supply and Delivery of Bulk Fuel 6. Employee Assistance Program 7. Dam Surveillance 8. Restocking of First Aid Kits
<p>Representation</p>	<p>56</p>	<p>120819 - Strategic Transport Group meeting 140819 - Workshop Regional transport enabling future economic growth 220819 –CNSWJO Board meeting – Parkes. In attendance was Federal Minister for Regional Services, Decentralisation and Local Government, the Hon Mark Coulton. 270819- CNSWJO HR Group meeting 270819 - Health Precinct 10 year strategy workshop - Dubbo 280819 – Orana WUA & CNSWJO –meeting re water and wastewater training 280819 –Destination and Outback Country –Fossil Experience Workshop 020919-040919 –LGNSW Water Conference - Albury 090919 – Southern Lights/Essential Energy meeting 090919 – BPAP Meeting 1 with LTL for Legal Advice</p>

		<p>100919 – EV Toolkit Project Inception Meeting 110919- CNSWJO-meeting with DPIE Water, Regional Water Strategies team on engagement with Central NSW Councils 160919- DPIE Water Critical Water Advisory Panel- Northern Rivers teleconference 160919 - Transport Technical Meeting 170919- Orange 360 Bicycle Tourism Project – meeting 180919 - Sustaining the Regions – Working group meeting lead by LGNSW 240919- RLE Orana, Central Tablelands Drought Task Group meeting – Dubbo 250919- CNSWJO – Lachlan Valley Water meeting re Regional Water Strategy 260919-WRI Big Ideas event – Bathurst 270919 – Presentation to Mens Probus Forbes 300919-011019- LGNSW JO forum conference – Sydney 021019 - Southern Lights/Essential Energy meeting 081019 - Regional Integrated Transport Group (RITG) 101019 – Inland Rail Information Session 111019 – Regional Prosperity Sub-committee 161019-BPAP Meeting 2 with LTL 171019- WaterNSW/DPIE Water- Lachlan Local Water Utilities Drought meeting 171019 –CWUA meeting 211019 – Regional Strategic Transport meeting 231019 – Regional Planners Meeting 241019 – GMAC 241019- Lachlan Regional Water Strategy 301019 – Joint Organisation – Executive Officers Meeting 301019 – Joint Organisation Chair Meeting 061119- Tourism Managers Group Meeting 071119 - WaterNSW- Lake Rowlands to Carcoar Dam Briefing 081119-Critical Water Advisory Panel Southern - Lachlan 121119-Southern Lights/Essential Energy meeting 221109-Central NSW JO Matrix Review</p>
Opportunities councils have been afforded	14	<ul style="list-style-type: none"> • Essential Energy issues raised regional on service levels • Round 2, Restart NSW Bridge assessments • WRI big ideas event – Region focused • LGNSW – Commitment to Joint Organisations Event • Consultations with individual Councils and region for Regional Water Strategy • Round table discussions with Federal Ministers

Compliance, Policy review and dates for 2020

That the Board resolved to adopt the 2019 Annual Performance Statement and place it on the website.

Members Pecuniary Interest Returns under s450a of the Local Government Act 1993 were provided.

Amendments to the Joint Organisation Policy and Procedure Manual were provided and adopted.

The dates for the 2020 GMAC and Board meetings be:

Board	27 February	28 May	27 August	26 November
GMAC	30 January	7 May	23 July	22 October

Adoption of Audited General Purpose Statements for period 11 May 2018 to 30 June 2019

The Board adopted the CNSWJO Joint Organisation General Purpose Financial Statements for the period 11 May 2018 to 30 June 2019. This is a requirement to comply with the Local Government Act.

Prioritisation of \$150K Joint Organisation Capacity Building Fund

The Board approved three funding applications under the Joint Organisation Capacity Building Fund:

- Best Practice in Aggregated Procurement budgeted at \$35K;
- Understanding and supporting the new role of our CBDs – a project of the Regional Prosperity Subcommittee budgeted at \$50K; and
- Regional Capacity Building in Energy Innovation budgeted at \$65K.

These have now been lodged with the OLG and we await their decision.

Regional Bridges Assessment Report

The Confidential report by Pitt and Sherry has provided a cost estimate of repairs, for all bridges and culverts and a cost estimate of replacement for the 8 bridges and 15 culverts where replacement is recommended.

CNSWJO staff have had preliminary discussions with Public Works Advisory and Transport for NSW regarding options for a collaborative approach by members to conduct the next steps of the project, consisting of the repair and replacement of identified bridges. It is recommended that the Board receive a report in due course regarding potential options for a collaborative approach to the next steps.

The Regional Bridge Assessment Report was endorsed to be used to access further funding.

Regional Smart Approved Water Mark Subscription

Members of the Centroc Water Utilities Alliance (CWUA) received a presentation from Smart Approved Water Mark in early August. Most councils already have existing agreements with Smart Approved Water Mark which are due for re-negotiation prior to December 2019 and have been provided a regional offer at a reduced rate for a regional subscription, which will save the region per annum.

Round table Discussion Summary with Ministers.

Hosted by The Hon Michael McCormack, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, Member for Riverina, the Board held discussion with:

- The Hon Mark Coulton, Minister for Regional Services, Decentralisation and Local Government
- The Hon Josh Frydenberg, Treasurer
- The Hon David Littleproud, Minister for Water Resources, Drought, Rural Finance, Natural Disaster and Emergency Management
- The Hon Angus Taylor, Minister for Energy and Emissions Reduction
- The Hon Sussan Ley, Minister for the Environment
- Hon Dan Tehan, Minister for Education
- Hon Andrew Gee, Assistant Minister to the Deputy Prime Minister, Member for Calare
- Senator the Hon Bridget McKenzie, Minister for Agriculture

A significant amount of discussion was around drought and ongoing drought support. Other issues raised included

- Federal Assistance Grants and funding to Local Government more broadly
- Rural and remote health
- Telecommunications
- Electricity and energy market challenges
- Water Sharing Agreements
- Better vocational and tertiary education in region including direct funding to local government

The Treasurer provided advice on the strength of the economy and the opportunity for communities in Central NSW to leverage the new foreign trade agreements.



This theme was picked up by other Federal members and follow-up work with Minister Bridget McKenzie will be undertaken seeking alignment between the Federal approach and the Central West Food and Fibre Strategy.

Follow-up will also be undertaken regarding water projects where Andrew Gee, Member for Calare and the Assistant Minister to the Deputy Prime Minister has offered to shepherd projects through.



RDA Central West Chair, Christine Weston and Chief Executive Officer Sam Harma provided an update on the RDA Forum in Canberra, tips and tricks for the Building Better Regions Fund and where the Central West RDA is heading.

I commend this report to Council, and thank you all for your support.

Recommendation/s
<p>That the Mayoral Report from the Board meetings for Centroc and Central NSW Joint Organisation Meeting held 27 November 2019 and the Round table discussion with Ministers at Parliament House 28 November held in Canberra be noted and;</p> <ol style="list-style-type: none"> 1. Councillors and staff be asked to take the tourism data survey for the region; and 2. Council receive a report on joining the Murray Darling Association.

Minutes of the Centroc Board Meeting 27 November 2019 held at Canberra ACT Legislative Assembly

Board Delegates in bold

Mr D Sherley	Bathurst Regional Council	Cr M Kellam	Oberon Council
Cr S Ferguson	Blayney Shire Council	Mr G Wallace	Oberon Council
Ms R Ryan	Blayney Shire Council	Cr R Kidd	Orange City Council
Cr K Beatty	Cabonne Council	Mr D Waddell	Orange City Council
Mr B Byrnes	Cabonne Council	Cr K Keith	Parkes Shire Council
Cr D Somerville	Central Tablelands Water	Mr K Boyd	Parkes Shire Council
Mr G Rhodes	Central Tablelands Water	Cr M Liebich	Weddin Shire Council
Cr B West	Cowra Council	Mr G Carroll	Weddin Shire Council
Mr D Wymer	Cowra Council	Mr P Evans	OLG
Cr J Webb	Forbes Shire Council	Ms J Bennett	Centroc
Mr S Loane	Forbes Shire Council	Ms M Macpherson	Centroc
Cr J Medcalf	Lachlan Shire Council	Ms A Thomas	Centroc
Mr G Tory	Lachlan Shire Council	Ms K Barker	Centroc
		Ms V Page	Centroc

Chaired by Cr John Medcalf the meeting opened at 1.52pm.

1. Apologies

Cr B Bourke, Cr K Sajowitz, Cr P Miller, Mr P Devery, Ms C Weston, Mr S Harma, Mr A Albury

Resolved	Cr B West/Cr K Keith
That the apologies for the Centroc Board meeting 27 November 2019 listed above be accepted.	

2. Minutes

2a Confirmation of the Minutes of the Board Meeting 22 August 2019 at Parkes

Resolved	Ms S Loane/Cr K Beatty
That the Minutes of the Centroc Board Meeting 22 August held at Parkes be confirmed.	

3 Transitioning to the Joint Organisation

Resolved	Mr D Sherley/Mr S Loane
That the Central NSW Councils (Centroc) Board note the report regarding transition to the Joint Organisation and the windup of Centroc as a Section 355 Committee of Forbes Shire Council.	

4 Financial report

Resolved	Mr D Waddell/Cr D Somerville
That the Board note the Financial report and transfer the reserves as follows to the Joint Organisation:	
Bells Line Expressway Group	17,537
Best Practice in Aggregated Procurement	40,768
Centroc Regional Tourism Group	129,759
CWUA Best Practice Program	31,569
CWUA - Asset Management Maturity Audit (NAMAF)	80,775
CWUA - Developer Services Plans	47,930
Energy Project	65,306
Energy Workshops - Office of Environment & Energy Grant	1,770
Energy Workshops - Centroc matching contribution	1,536

Growing Local Economies Grant Funding	73,400
Health Study - Beyond the Range	37
IT - Unified Communications	13,453
Regional Marketing	8,607
Roads Transport Technical Committee	14,977
	\$527,424

6 Presentation of the Statement of Finances

Resolved	Mr D Sherley/Mr D Waddell
That the Board adopt the Statement of Finances for Centroc.	

The General Meeting of the Centroc Board closed at 1.55pm

Page 2 is the last page of the Centroc Board Minutes 27 November 2019

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Minutes of the Central NSW Joint Organisation meeting 27 November 2019 held at ACT House in Canberra.

Attendees, voting members in bold.

Cr S Ferguson	Blayney Shire Council	Cr M Kellam	Oberon Council
Cr K Beatty	Cabonne Council	Cr R Kidd	Orange City Council
Cr B West	Cowra Shire Council	Cr K Keith	Parkes Shire Council
Cr J Webb	Forbes Shire Council	Cr M Liebich	Weddin Shire Council
Cr J Medcalf	Lachlan Shire Council		

Mr D Sherley	Bathurst Regional Council	Cr D Somerville	Central Tablelands Water
Ms R Ryan	Blayney Shire Council	Mr G Rhodes	Central Tablelands Water
Mr B Byrnes	Cabonne Council	Mr D Waddell	Orange
Mr D Wymer	Cowra Shire Council	Mr P Evans	OLG
Mr G Tory	Lachlan Shire Council	Ms J Bennett	Central NSW JO
Mr S Loane	Forbes Shire Council	Ms Meredith Macpherson	Central NSW JO
Mr G Wallace	Oberon Council	Ms A Thomas	Central NSW JO
Mr K Boyd	Parkes Shire Council	Ms K Barker	Central NSW JO
Mr G Carroll	Weddin Shire Council	Ms V Page	Central NSW JO

1. **Opening meeting 1.55pm**
2. **Acknowledgement to Country by Chair**
3. **Apologies applications for a leave of absence by Joint Voting representatives**

Cr B Bourke, Cr K Sajowitz, Cr P Miller, Mr P Devery, Ms C Weston, Mr S Harma, Mr A Albury

Resolved	Cr K Keith/Cr J Webb
That the apologies for the Central NSW Joint Organisation Board meeting 22 August 2019 listed above be accepted.	

4. **Minutes**
- 4a **Noting of the Minutes of the GMAC meeting 24 October 2019 held in Orange**

Resolved	Cr R Kidd/Cr M Kellam
That the Central NSW Joint Organisation Board confirm the Minutes of the GMAC meeting 24 October 2019 held in Orange.	

- 4b **Confirmation of the Minutes of the Central NSW Joint Organisation meeting 22 August 2019 in Parkes**

Resolved	Cr S Ferguson /Cr R Kidd
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 22 August 2019 held in Parkes	

5. **Business Arising from the Minutes – Matters in Progress**

Resolved	Cr B West/Cr K Keith
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

6. Reports to Statement of Regional Strategic Priority

Priority One: Inter-council Co-operation

a. Procurement Report

Resolved	Cr K Beatty/Cr B West
That the Board note the Procurement Report and	
<ol style="list-style-type: none"> 1. approve the 12-month extension of the road signs contract (S1 2018) with Artcraft, Barrier Signs and DeNeefe until 31 December 2020; 2. approve the 12-month extension of the bitumen emulsion contract (S2_2018) with Boral Asphalt until 31 March 2021; 3. approve the 12-month extension of the linemarking services contract (R2_2018) with Avante, Central West Linemarking, Complete Linemarking, Oz Linemarking and Red Squirrel; 4. approve a 6-month extension of the contract with Common Thread Consulting for the Procurement Support for Water Main Condition Assessment; 5. approve the Water Main Condition Assessment Pilot contract to include a management fee of 1.5% of the total value of the contract, which will be payable by the successful Contractor/s; 6. note that the structure of contract management fees to CNSWJO will remain as is until the Best Practice in Aggregated Procurement Program is completed, at which time a report will be provided to GMAC and the Board on the recommendations for aggregated procurement by the JO, including a report on options on fees and funding of aggregated procurement; 7. note the contract management fees being charged for current contracts; and 8. receive reports regarding management fees for any upcoming procurement processes for approval of the percentage contract management fee to be charged. 	

b. Energy Programming Report

Resolved	Cr R Kidd/Cr B West
That the Board note the Energy Programming Report and	
<ol style="list-style-type: none"> 1. Vary the existing contract with Sourced Energy to raise the management fee from the large market retailer by 0.25% which will be payable to CNSWJO; 2. Note the cost savings of \$2.37m over 3 years achieved through the procurement process for the supply of electricity for large market sites; 3. Draft a media release to voice frustration with the delays of the LED roll outs; and 4. Investigate the opportunities of the recently announced renewable energy zone. 	

c. Internal Audit and Risk Management Report

Resolved	Cr B West/Cr S Ferguson
That the Board note the new Internal Audit and Risk Management Guidelines advice from the Office of Local Government and	
<ol style="list-style-type: none"> 1. provide a response that: <ol style="list-style-type: none"> a. Is supportive of a strategic approach to internal audit and risk management; b. Suggests a less prescriptive approach, than that suggested in the guidelines; c. Is not supportive of leveraging Section 377 of the Local Government Act where Councils delegate internal audit and risk management functions to the JO; d. Notes the diversion of resource required for a Joint Organisation to fulfill these guidelines will be counterproductive and is at risk of contributing to JO network failure; e. Request that JOs be exempt from the new Internal Audit and Risk Management Framework for NSW; and f. Includes Member Councils concerns; and 2. Members are encouraged to write their own responses. 	

d. Administration Update

Resolved	Cr B West/ Cr K Keith
That the Board note the timeline for the implementation of the JO.	

Priority Two: Regional Prosperity

a. Central West and Orana Food and Fibre Strategy report

Resolved	Cr B West/Cr J Webb
That the Board note the report on the Central West Food and Fibre Strategy and	
<ol style="list-style-type: none"> 1. endorse the Strategy; and 2. note that advice on implementation is being progressed through the Regional Prosperity Subcommittee. 	

b. Regional Prosperity and Advocacy Plan

Resolved	Cr B West/Cr K Keith
That the Board note the report on the Regional Prosperity Advocacy Plan;	
<ol style="list-style-type: none"> 1. Adopt the Plan; and 2. Share the policy position with LGNSW. 	

c. Tourism Data Tool by WRI and support for a collaborative project with Arts Out West delivering arts and culture journeys

Resolved	Cr B West/Cr J Webb
That the Board note the report on the Tourism Data Tool and support for a collaborative project with Arts Out West delivering arts and culture journeys and;	
<ol style="list-style-type: none"> 1. encourage members to support providing data into the program including promoting the visiting friends and relatives (VFR) survey through the community and through Council staff; and 2. amend the Tourism Budget transferring the \$5000 for the second round of the Regional Passport Project to a collaborative project with Arts Out West for arts and culture journeys. 	

Priority Three: Regional Transport and Infrastructure

a. Regional Transport Advocacy Policy, Prioritisation and Freight Links Mapping.

Resolved	Cr K Keith/Cr B West
That the Board	
<ol style="list-style-type: none"> 1. Endorse the changes to the Department of Planning, Industry and Environment regional network map; 2. Note the “Central West and Orana Transport Issues & Insights” report and that while it is complete, the transport planning process in region welcomes feedback through the JO; 3. Provide a submission to the consultation on the Lithgow to Katoomba Corridor for the upgrade of the Great Western Highway within existing policy; 4. Adopt the CNSWJO Transport Advocacy Plan noting the need to update the Matrix in line with advice below; 5. Endorse the 58 projects listed on the Matrix to the with the exception of priority 1; 6. Note priority 1 of the Matrix is under review to align it with the Transport Advocacy policy; 7. Note that a review of the Matrix is underway; 8. Write to the Minister seeking advice on the update of the Bells Line of Road Corridor; 9. Provide updated mapping to the Board; and 10. Provide a reviewed the Advocacy Plan that identifies one or two priorities for the Board to focus its advocacy efforts. 	

Priority Four: Regional Water

a. Regional Water, Advocacy Plan

Resolved	Cr D Somerville/Cr K Beatty
That the Board note the report on the Regional Water Advocacy Plan (the Plan) and	
<ol style="list-style-type: none"> 1. Adopt the Plan; and 2. Share the policy position with LGNSW. 	

b. Regional Water Report

Resolved	Cr B West/Cr M Liebich
That the Board:	
<ol style="list-style-type: none"> 1. Note advice provided in the Confidential Briefing Note No. 3 regarding water security for urban water utilities in the current unprecedented drought; 2. Note that GMAC have agreed to form a strategic subcommittee including the sponsoring GMs, other interested GMs, the Portfolio Mayor and Chair to provide a higher level of strategic support for a regional response to emergency town water needs and long-term planning in the short term; 3. Agree arrangements be developed with the strategic subcommittee and in consultation with member Councils for emergency water management between towns across the region that (based on previous Board policy) address the following heads of consideration: <ol style="list-style-type: none"> a) Arrangements for the sharing of water for emergency water needs between towns across the region so that the burden of providing infrastructure for critical urban water transfers is borne equitably by the region (for example through the development of instruments and agreements not structures); b) Ownership and management by LG of any such infrastructure built to transfer emergency water between towns across the region for critical human needs; c) On-going operational costs for emergency water infrastructure; d) A multi-source approach to the supply of emergency water that enables options to be switched on or off as needed with these to be linked to State and local based triggers; and; e) Receive a report to the February 2020 Board meeting. 4. Undertake advocacy seeking early engagement in the Wyangala Dam wall raising and Lake Rowlands to Carcoar Dam projects with a view to being able to influence outcomes; 5. Adopt the response to the Lachlan Regional Water Strategy provided under the hand of the Chair; 6. Note the report to the JO Executive Officer network on a potential cross JO project for the development of Regional Town Water Strategies; 7. Adopt the response to the State Water Strategy provided under the hand of the Chair; 8. Note that a copy of the CNSWJO's input to the Lachlan Regional Water Strategy has been provided to the Independent Panel assessing the social and economic conditions in the Murray Darling Basin; 9. Commend to members that they become members of the Murray Darling Association; 10. Endorse the response provided to LGNSW for the NSW Legislative Assembly Committee on Investment, Industry and Regional Development inquiry into support for drought affected communities in NSW noting that the CNSWJO response will be provided based on this; 11. Advocate strongly that Councils are responsible and experienced water utilities managers that seek to work collaboratively with all levels of Government on water security solutions; and 12. Commend to members that they include this messaging in their media releases and advocacy. 13. Thank Minister Pavey for visiting the region Tuesday 26 November 2019; 14. Seek to work through the Minister's office on developing a collaborative approach to water security in Central New South Wales within existing policy; 15. Noting that existing policy is for the sharing of water to be through instruments rather than structures seek funding from and engagement with the state on progressing such an approach; and 16. Reaffirm the region's policy position of councils including county councils retaining control of their water utilities assets. 	

7. Supplementary motion on water policy

Resolved	Cr K Keith/Cr R Kidd
That the Board seek advice on the correlation between surface and bore water and meet with the Minister as required.	

8. Suspension of standing orders to receive a presentation from Canberra Airport at 3:30pm

Resolved	Cr K Beatty/Cr S Ferguson
That the Board suspend standing orders.	

9. Resumption of the meeting at 4:20pm

Resolved	Cr B West/Cr S Ferguson
That the Board resume the meeting.	

10. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020

Resolved	Cr K Beatty/Cr S Ferguson
That the Board note the report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority.	

11. Compliance, policy review and dates for 2020

Resolved	Cr K Keith/Cr K Beatty			
That the Board note the Compliance report and;				
<ol style="list-style-type: none"> 1. Adopt the 2019 Annual Performance Statement and place it the website; 2. Note the Pecuniary Interest Returns under s450a of the Local Government Act 1993; 3. Adopt the Joint Organisation Policy and Procedure Manual; and 4. Determine the dates for GMAC and Board meetings for 2020 be: 				
Board	27 February	28 May	27 August	26 November
GMAC	30 January	7 May	23 July	22 October

12. Adoption of Audited General Purpose Statements for period 11 May 2018 to 30 June 2019

Resolved	Cr B West/Cr R Kidd
That the Board adopt the CNSWJO Joint Organisation General Purpose Financial Statements for the period 11 May 2018 to 30 June 2019.	

13. Financial Report

Resolved	Cr K Keith/Cr J Webb	
That the Board note the Financial and compliance report and accept the transfer of the reserves from Centroc in the following form:		
CNSW Regional Tourism Group + Regional Marketing		138,366
CWUA Best Practice Program		31,569
CWUA - Asset Management Maturity Audit (NAMAF)		80,775
CWUA - Developer Services Plans		47,930
Energy Project + Energy Workshops matching contribution		66,842
Energy Workshops - Office of Environment & Energy Grant		1,770
Growing Local Economies Grant Funding		73,400
Inter-Council Co-operation Reserve (IT Unified communications + Best Practice in Aggregated Procurement)		54,221
Roads Transport Technical Committee + BLEG		32,514
		\$527,387

14. Other Reports

a. Prioritisation of \$150K Joint Organisation Capacity Building Fund

Resolved	Cr K Beatty/Cr S Ferguson
That the Board note the report regarding the prioritisation of the 150K Joint Organisation Capacity Building Fund and	
<ol style="list-style-type: none"> 1. approve the funding application for the following under the Joint Organisation Capacity Building Fund: <ol style="list-style-type: none"> a. Best Practice in Aggregated Procurement budgeted at \$35K; and b. Understanding and supporting the new role of our CBDs – a project of the Regional Prosperity Subcommittee budgeted at \$50K; c. Regional Capacity Building in Energy Innovation budgeted at \$65K; and 2. Commend to members they give consideration to co-investment in the CBD project. 	

b. Logo Report

Resolved	Cr R Kidd/Cr B West
That the Board note the logo report and adopt Option 2 and 3 combined.	

Note: the amended logo to be circulated for review.

c. Executive Officer Performance Review

Resolved	Cr K Beatty/ Cr S Ferguson
That the Board note the report regarding the performance management of the Executive Officer and	
<ol style="list-style-type: none"> 1. Delegate the entirety of the performance review function to a Performance Review Panel that is: <ol style="list-style-type: none"> a. Developing a Performance Agreement in consultation with the Executive Officer b. Undertaking a performance assessment of the Executive Officer in c. December/January each year d. Determining the following in relation to the Performance Agreement: <ol style="list-style-type: none"> i. A final list of projects to be included in the Performance Agreement; and ii. Any managerial or behavioural actions that they would like the Executive Officer to address during the review year. e. Reviewing and determining salary and any bonus arrangements f. Providing a report to the Board facilitated by the Chair of GMAC 2. Determine that the Performance Review Panel be the Chair, Deputy Chair a Mayor nominated by the Executive Officer to be facilitated by the Chair of GMAC. 	

15. Confidential Reports

a. Regional Bridge Assessment Report

Resolved	Cr K Beatty/Cr M Liebich
That the Board note the confidential report on bridge assessments and	
<ol style="list-style-type: none"> 1. endorse the Regional Bridge Assessment Report to be used to access further funding; 2. receive a report on options for a collaborative approach within three months to the repair and replacement of identified bridges; and 3. members give consideration to their participation in a collaborative approach and advise CNSWJO accordingly. 	

b. Regional Smart Approved Water Mark Subscription

Resolved	Cr K Beatty/Cr S Ferguson
That the Board note the confidential report on the Regional Smart Approved Water Mark Subscription and approve the regional subscription for Smart Approved Water Mark and the JO sign the agreement and invoice member councils accordingly.	

16. Next Meeting 27 February 2020 in Weddin.

17. Conclusion of the meeting - Meeting closed at 4.31pm

Page 7 is the last page of the Central NSW Joint Organisation meeting 27 November 2019

**4.3 CENTROC BOARD MEETING AND CENTRAL NSW JOINT ORGANISATION REPORT
27 FEBRUARY 2020**

TRIM Number: R20/59

Author: Mayor

PURPOSE

To update Council on the Centroc Board Meeting and Central NSW Joint Organisation Report that I attended on the 27 February in Grenfell.

ATTACHMENTS

1. **Attachment A** [↓](#)

RECOMMENDATION

That Council.

- (a) Receive and Note Mayoral Report No R20/59.

**Report from the Mayor/Deputy Mayor/General Manager attending the
Centroc Board Meeting and
Central NSW Joint Organisation
27 February 2020
in Grenfell**

I attended the Board meetings of Centroc and the Central NSW Joint Organisation (JO) on Thursday 27 February 2020 at the Community Hub Centre in Grenfell. Please see the draft Minutes attached.

The Board was welcomed to Weddin Shire Council by Mayor Cr Mark Liebich.



Reports from Centroc

In line with direction from the Auditor, windup is anticipated by June 30, 2020 and a report for Forbes Council will be drafted in due course.

Reports from the CNSW Joint Organisation

Chairman's Minute

The Minute provided direction to the CNSWJO on activities and priorities for the year in the context of the broader JO Statement of Strategic Priorities. After good discussion, it was resolved that the overall focus for the year's effort is to align with the Federal Government's vision for an agricultural economy of \$100bn by 2030. This would be supported by activity in two areas.

- i. Watering the West
 - a. leveraging raising the wall at Wyangala; and
 - b. assuring urban water security in region; and
- ii. Freight links.

This region has four priorities in its Statement of Strategic Priorities, it was further suggested that there be a maximum of two headline priorities for the areas of Intergovernmental Cooperation and Regional Prosperity. The Board agreed to focus on the following activities within its Plan.

Intergovernmental Collaboration

1. Reporting value to members through the operational support program.
2. Supporting the sustainability of the broader JO network.

Regional Prosperity

1. Progressing support for the visitor economy.
2. Developing and monitoring the progress of the Regional Prosperity Subcommittee noting the agricultural focus.

The Minute also provided advice on the structure of Board meetings for the balance of the year.

- Moving the Federal meeting to August and changing the format to include a round table in the Deputy Prime Minister’s office seeking to progress the above. The idea here is to have a more in-depth discussion to progress the region’s direction with a view to various Ministers making commitments and announcements at the Ministerial session on the following day. Pre-meetings and briefings will hopefully lead to more targeted outcomes.
- Launching the Food and Fibre Strategy at the mid-year Board meeting in Parliament House at a lunch being hosted by the member for Cootamundra, Steph Cooke MP where we showcase local produce.
- A Summit held on the date of the last Board meeting of the year. This will launch the next round of strategic consultation as the current plan is only until 2020. The Summit would again retain the agricultural focus.

Given the challenges over the summer period of drought, fire and flood, the Board is seeking feedback from members on their policy with regard to climate change with a view to informing regional policy. Board discussion was that there is a great deal of positive action being taken in region and this should be showcased. Please see the recommendation at the end of the report.

Procurement and Administration

The Board approved

- a 12-month extension of the coldmix asphalt contract (S3_2018) with Boral Asphalt and Civil Independence until 31 May 2021;
- a 12-month extension of the compliance training contract (WHS1_2015) with Allens Training, ATAC, Mines Rescue and TAFE until 31 March 2021;
- a 6-month extension of the Asset Management Maturity Audit contract with University of Technology, Sydney; and
- a procurement process for the revaluation of water and sewer assets, including a 5% contract management fee payable to CNSWJO.

The new Logo was adopted and all collateral will be updated accordingly.



Energy Program

The Board were updated on the progress of the Southern Lights LED Streetlight rollouts in Bathurst and Orange.

Sourced Energy has calculated the cost savings that councils have achieved through the procurement process and the associated contracts with Energy Australia (large market sites) and Origin Energy (small market sites). The cost savings are calculated by multiplying the existing incumbent rates by the 3 years of forecast load, compared to the new contract rates multiplied by the 3 years of forecast load. Please note that the savings are based on forecast loads provided by councils, inclusive of energy efficiency upgrades (e.g. Southern Lights) and the installation of planned solar installations. The reduction in load from the Southern Lights Project is based on the existing Bulk Lamp Replacement schedule provided by Essential Energy, current at November 2019.

The network charges for 2020, 2021 and 2022 have been used to calculate both the 'total cost (using contracted rates)' and the 'total cost (using incumbent rates)', i.e. no savings shown for network charges. These rates are pass-through rates and cannot be negotiated through the procurement process.

The estimated cost savings are shown in the tables below.

Council	Total Spend (new contract rates)	Total spend (incumbent rates)	Total Savings (3 year contract)	Percentage saving
Bathurst	\$ 8,472,923	\$ 9,172,125	\$ 699,202	7.62%
Blayney	\$ 666,006	\$ 723,328	\$ 57,323	7.92%
Cabonne	\$ 1,202,279	\$ 1,310,767	\$ 108,487	8.28%
Central Tablelands Water	\$ 1,170,785	\$ 1,259,334	\$ 88,549	7.03%
Cowra	\$ 3,171,958	\$ 3,425,587	\$ 253,629	7.40%
Forbes	\$ 2,390,367	\$ 2,596,278	\$ 205,911	7.93%
Lachlan	\$ 2,313,239	\$ 2,498,470	\$ 185,231	7.41%
Oberon	\$ 477,126	\$ 512,496	\$ 35,370	6.90%
Orange	\$ 9,041,638	\$ 9,813,148	\$ 771,511	7.86%
Parkes	\$ 5,568,979	\$ 6,053,297	\$ 484,318	8.00%
Weddin	\$ 395,755	\$ 431,136	\$ 35,381	8.21%
CNSWJO Total	\$ 34,871,054	\$ 37,795,966	\$ 2,924,912	7.74%

Report on JO Chairs Forum progress including feedback to the Minister on JO sustainability

The Board endorsed the advice provided to the Minister for Local Government’s Advisory Committee with regard to sustainability of the broader network. The Board’s policy position is that the focus of effort for JO sustainability be working, through the Minister’s Office, with State agencies on a funding framework that offers value to both JO members and the State where the value to the State is recognised by remuneration.

While this JO is under less financial stress than others, the reduction in members from the ROC and the increased compliance burden will result in an ongoing deficit budget position unless more income can be identified.

Regional Transport

Please request the full report where it provided advice on:

1. The GWH Upgrade Program Response;
2. The revised Transport Advocacy Plan;
3. Progress on Board resolve regarding freight route mapping;

4. Update on the TfNSW Central NSW and Orana Land Use and Transport Plan;
5. The updated Terms of Reference for the Regional Strategic Transport Group to reflect machinery of government and other minor changes;
6. The Roads of Strategic Importance consultation;
7. The CNSWJO response to the Road Classification Review Terms of Reference; and
8. The request from Vital Intermodal Transport Links (VITL) vital.org.au regarding support for both a petition and a social media campaign in support of a safe swift link between Sydney and Central NSW.

The Board were asked to provide feedback on the Central West and Orana Future Transport Regional Plan and comment on the suggested feedback already drafted.

The Board endorsed a submission on the Lithgow to Katoomba Corridor.

A response to the independent panel for the Regional Road Transfer and NSW Road Classification Review Terms of reference was endorsed and the region has asked the Review Committee to meet with the JO.

The Terms of Reference for the Regional Strategic Transport Group who meet quarterly was endorsed.

Regional Water

It was resolved to seek advice from DPIE Water on project status, particularly where the barriers are in delivering Council water projects.

The Board will develop advocacy material identifying the problems and solutions in assuring urban water supply during the unprecedented drought.

Representation will be made to the Premier, Deputy Premier, Minister for Water and respective agencies providing advice on the challenges and solutions for this region in securing water.

Further, Infrastructure Australia will be invited to the next meeting to provide advice on opportunities for this region identified in its recent Priority List 2020.

Reporting on progress of the Strategic Plan

Advice was provided on progress on the four priorities in the Strategic Plan. Notably:

- The Minister for Local Government announced further funding for JOs in August 2019, we received advice in February that we will be granted \$150k in funding. An agreement with the Office of Local Government (OLG) is anticipated in the near future.
- An Equal Opportunity Management Plan was adopted by the Board.
- Approval was given to the Alliance between Safe NSW and the JO WHS working group for 2020-2022.

Value for members

At the Chair's request the following summary advice is provided on value to members.

Value for members	Activity FYTD	Activity this Quarter
Submissions	11	041119 -Inquiry into Regional Australia 221119- Request for issues for the NSW State Water Strategy 221119- Response to the Discussion Paper Kickstarting the Productivity Conversation 281119 - Inquiry into growing Australian agriculture to \$100 billion by 2030 291119 - Inquiry into the impacts of drought on regional NSW 161219 – Submission Katoomba to Lithgow - GWH upgrade program 181219 – Submission, A New Risk Management and Internal Audit Framework for Local Councils in NSW
Plans, strategies and collateral	20	Three Advocacy Plans adopted at the Nov Board and have been provided to LGNSW. (Regional Prosperity and Advocacy Plan; Regional Transport Advocacy Policy; and Regional Water, Advocacy Plan and Drought Advocacy Plan) Three JO building capacity applications lodged with OLG for project funding
Grants	3	This quarter is \$2112 where the YTD total for this program is \$16,706 including training delivered under funding by TAFE NSW to Parkes Shire Council in the October – December 2019 quarter. Application to OEH for funding for the Southern Lights Project – Funding has been received for high residual, the exact amount will be reported once known. \$150K being negotiated for the JO with OLG.
Compliance	10	Compliance training courses delivered across the region: <ul style="list-style-type: none"> • Traffic Control Training (PWZTMP x 1-day refresher) – 8 participants • Consultative Committee x 2 courses – 25 participants in total • Confined Spaces – 11 participants • Chain Saw Operations – 12 participants Mandatory Independent Audits of DPIE Water Performance Monitoring Data completed for Orange and Bathurst and reports provided. Dam Surveillance inspections completed for dams owned by Parkes, Cowra, Weddin, Cabonne, Hilltops, Orange, CTW and Bathurst.
Data	4	Tourism data project through WRI DPIE Water Performance Monitoring Data currently being collated for benchmarking the region’s LWUs. Please note CWRDA data using REMPLAN now available through their website. REDS data packs being reviewed by the Regional Prosperity Subcommittee.
Media including social media	8 please request the full Excel Spreadsheet on tourism publications	041019 - Getting smart about street lighting 251019 - Water NSW Media Release, Wyangala storage volume offers drought options in Lachlan 301019- Less blame and more whole of Government work on solutions 151119 - Tourism Awards, Nothing but Gold! 151119 – Host Survey Visitors who come to stay contribute to the local economy Tourism PR update The following PR update has been provided by Ms Brewer as at November 2020; PR updates for 2020 have not yet been provided: <ul style="list-style-type: none"> • Incredibly busy and successful media visits program with 17 media touring the region on 2-7 day famils. Supported by local tourism

Value for members	Activity FYTD	Activity this Quarter
		<p>industry, and a few times by Destination NSW, each journalist ‘unearthing’ the region’s unique cultural attractions within their stories.</p> <ul style="list-style-type: none"> • Wrote and issued 9 media releases with a news or thematic angle, distributed to 400+ media and industry contacts • Over 150 articles in digital news and travel media, newspapers, magazines, radio, TV and blogs • Featured events, accommodation, retail, art and culture, food and wine, history and heritage, nature, tours and attractions • Targeted couples and family market in Sydney and NSW • Articles driving people to the website www.visitcentralnsw.com.au <p>Social Media</p> <ul style="list-style-type: none"> • Central NSW Joint Organisation Facebook Page – 303 likes; 400 Followers • Central NSW Tourism Facebook Page – 12,575 likes 12,980; Followers • Screen Central Facebook Page – 304 likes; 349 Followers • Central NSW Tourism Instagram Page – 4,486 Followers • Central NSW JO Twitter – 927 Followers
Cost Savings	\$821k since 1 July 2019	A breakdown of the cost savings is found later in this report. No new contracts commenced between October and December 2019.
Representation	65	<p>241019- Lachlan Regional Water Strategy Meeting 61119 – Tourism Group Meeting 71119- WaterNSW Lake Rowlands to Carcoar Pipeline Briefing 81119- Critical Water Advisory Panel meeting 151119- Upper Macquarie Regional Water Strategy Meeting 261119- Centroc and CNSWJO Board meetings 261119 - Lachlan Valley Councils – Water Executive Group meeting 271119 - Round table discussions with various Federal politicians at Parliament House 21219- Transport Technical Meeting 31219 – WHS Group Meeting 41219- Critical Water Advisory Panel Meeting 91219 – Strategic Transport Meeting 91219 - Lachlan Regional Water Strategy Meeting 101219- HR Group meeting 101219 – Regional Integrated Transport Group 111219- WSAW Workshop - Recycled Water 121219 – CWUA meeting 131219- Southern Lights -Essential Energy meeting 191219- Meeting with Lachlan Valley Water on Regional Water Strategy 150120 -6 JOs collaborating on better outcomes from the Safe and Secure Water Program 160120 DPIE and Orana – optimizing outcomes through the Safe and Secure Water Program and Drought funding 300120-GMAC 310120 - Lachlan Water Strategy follow up meeting 060220 – CW and Orana Regional Leadership Executive Meeting 070220 – Regional Prosperity Subcommittee Meeting 070220 – Public Hearing for Inquiry into for Agriculture Committee's \$100 Billion by 2030 110220 – Essential Energy Level of Service meeting in Bathurst</p>

Value for members	Activity FYTD	Activity this Quarter
		120220 – SAP Skills working group meeting in Parkes 130220 – Strategic Approach to Bridges with TfNSW, Public Works Advisory and other JOs - Bathurst 140220 - Upper Macquarie Water Strategy follow up meeting 190220 – Government’s Roads of Strategic Importance (ROSI) initiative consultation – Parkes 200220 – CWUA meeting in Cowra– NSW Audit Office in attendance
Opportunities councils have been afforded	23	<ul style="list-style-type: none"> • Feedback to the Internal Audit Framework for Local Councils in NSW • DPE Freight mapping • WRI Data Program • Australian Traveller Promotional Campaign • Consultations with individual councils for regional water strategies in the Lachlan and Macquarie as well as specific projects such as raising Wyangala and the Windamere to Carcoar pipeline • Review of Central West and Orana Future Transport Regional Plan • Workshop on Recycled Water for Drinking • Government’s Roads of Strategic Importance (ROSI) initiative consultation • Feedback to Audit Office on the Audits being undertaken in the water space.

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 current financial year.

SAVINGS	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Legal advice re Procurement	Participation in regional procurement	Total
Bathurst	\$0	\$35,105	\$0	\$0	\$12,013	\$0	\$127,897	\$571	\$0	\$45	\$0	\$1,000	\$176,631
Blayney	\$0	\$12,754	\$0	\$0	\$16,473	\$0	\$17,586	\$0	\$0	\$0	\$0	\$1,000	\$47,813
Cabonne	\$0	\$15,066	\$6,823	\$0	\$32,028	\$0	\$22,366	\$318	\$0	\$0	\$0	\$5,000	\$81,601
Central Tablelands Water	\$0	\$133	\$0	\$0	\$0	\$0	\$0	\$481	\$0	\$0	\$0	\$5,000	\$5,614
Cowra	\$0	\$14,464	\$1,954	\$0	\$19,247	\$0	\$35,895	\$293	\$0	\$45	\$0	\$5,000	\$76,898
Forbes	\$0	\$11,759	\$0	\$0	\$25,777	\$0	\$28,877	\$417	\$0	\$0	\$0	\$5,000	\$71,830
Lachlan	\$0	\$24,388	\$0	\$0	\$37,472	\$0	\$28,889	\$434	\$0	\$1,675	\$0	\$5,000	\$97,858
Oberon	\$0	\$16,518	\$0	\$0	\$8,589	\$0	\$12,353	\$517	\$0	\$3,120	\$0	\$5,000	\$46,097
Orange	\$0	\$52,443	\$1,595	\$0	\$20,000	\$0	\$141,907	\$500	\$0	\$1,700	\$0	\$5,000	\$223,145
Parkes	\$0	\$10,560	\$0	\$0	\$20,131	\$0	\$41,023	\$284	\$0	\$4,738	\$0	\$1,000	\$77,735
Weddin	\$0	\$64	\$0	\$0	\$4,684	\$0	\$15,241	\$538	\$0	\$0	\$0	\$5,000	\$25,528
Sub Total	\$0	\$193,255	\$10,372	\$0	\$196,414	\$0	\$472,035	\$4,351	\$0	\$11,323	\$0	\$43,000	\$930,750
												Cost to members	\$109,617
												Total	\$821,134

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 will be updated quarterly in line with the cost savings.

Financial report

It is anticipated a full year loss of \$60,601 at 30 June 2020 against a budgeted loss of \$52,128.

The increase in the anticipated loss against the budget is due to the reduction in expected interest income and the lesser LGP rebate income.

As resolved at the Board meeting 27 November 2019 the Centroc reserves of \$527,387 have been transferred across to the Joint Organisation. The remaining Centroc assets and accumulated surplus at 30 June 2019 will be transferred across to the Joint Organisation as further winding up of Centroc occurs.

I commend this report to Council and thank you all for your support.

Recommendation/s
<p>That the Mayoral Report from the Board meetings for Centroc and the Central NSW Joint Organisation Meeting held 27 February 2020 in Grenfell be noted; and</p> <ol style="list-style-type: none"> <li data-bbox="304 555 1241 607">1. Council receive a report on its Sister City relationships with a view to fostering closer links to communities in western Sydney; and <li data-bbox="304 613 1241 665">2. Council provide advice to the JO on its position with regard to climate change and advice on programming being undertaken with a view to this being showcased.

Minutes of the Centroc Board meeting 27 February 2020 held at Grenfell

Board Delegates in bold

Cr B Bourke	Bathurst Regional Council	Cr K Sajowitz	Oberon Council
Mr A Cattermole (Acting)	Bathurst Regional Council	Mr G Wallace	Oberon Council
Cr A Ewin	Blayney Shire Council	Cr R Kidd	Orange City Council
Ms R Ryan	Blayney Shire Council	Cr K Keith	Parkes Shire Council
Cr K Beatty	Cabonne Council	Cr M Liebich	Weddin Shire Council
Cr D Somerville	Central Tablelands Water	Cr C Brown	Weddin Shire Council
Cr D Somerville	Central Tablelands Water	Mr G Carroll	Weddin Shire Council
Cr B West	Cowra Council	Mr P Evans	OLG
Ms K Alberry	Cowra Council	Mr S Harna	RDACW
Cr P Miller	Forbes Shire Council	Mr A Albury	DPC
Mr S Loane	Forbes Shire Council	Ms J Bennett	Centroc
Cr J Medcalf	Lachlan Shire Council	Ms K Barker	Centroc

Chaired by Cr John Medcalf the meeting opened at 12.11pm

1. Apologies

Cr s Ferguson, Mr D Sherley, Mr P Devery, Mr G Tory, Mr D Waddell, Mr K Boyd, Ms C Weston, Mr G Rhodes and Mr B Byrnes

Resolved	Cr B West/Cr R Kidd
That the apologies for the Centroc Board meeting 27 February 2020 listed above be accepted.	

2. Minutes

2a Confirmation of the Minutes of the Board Meeting 27 November 2019 at Canberra

Resolved	Cr B West/Cr K Keith
That the Minutes of the Centroc Board Meeting 27 November 2019 held at Canberra be confirmed.	

3 Wind up of Centroc

Resolved	Mr S Loane/Mr G Wallace
That the Central NSW Councils (Centroc) Board note the report regarding the windup of Centroc as a Section 355 Committee of Forbes Shire Council.	

4 Financial report

Resolved	Cr R Kidd /Cr B West
That the Board note the Financial report	

The General Meeting of the Centroc Board closed at 12.17pm

Page 1 is the last page of the Centroc Board Minutes 27 February 2020

Minutes of the Central NSW Joint Organisation meeting 27 February 2020 held in Grenfell

Attendees, voting members in bold.

Cr B Bourke	Bathurst Regional Council	Cr J Medcalf	Lachlan Shire Council
Cr A Ewin	Blayney Shire Council	Cr K Sajowitz	Oberon Council
Cr K Beatty	Cabonne Council	Cr R Kidd	Orange City Council
Cr B West	Cowra Shire Council	Cr K Keith	Parkes Shire Council
Cr P Miller	Forbes Shire Council	Cr M Liebich	Weddin Shire Council

Mr A Cattermole	Bathurst Regional Council	Cr D Somerville	Central Tablelands Water
Ms R Ryan	Blayney Shire Council	Cr C Brown	Weddin Shire Council
Mr B Byrnes	Cabonne Council	Mr P Evans	OLG
Ms K Alberry	Cowra Shire Council	Mr S Harma	RDA CW
Mr S Loane	Forbes Shire Council	Mr A Albury	DPC
Mr G Wallace	Oberon Council	Ms J Bennett	Central NSW JO
Mr G Carroll	Weddin Shire Council	Ms K Barker	Central NSW JO
Mr G Rhodes	Central Tablelands Water		

1. **Opening meeting 10.05am**
2. **Acknowledgement to Country by Chair**
3. **Welcome to Weddin – By Cr Liebich.**
4. **Apologies applications for a leave of absence by Joint Voting representatives**

Cr S Ferguson, Mr D Sherley, Mr P Devery, Mr G Tory, Mr K Boyd, Mr D Waddell, Ms C Weston.

Resolved	Cr R Kidd/Cr B West
That the apologies for the Central NSW Joint Organisation Board meeting 27 February 2020 listed above be accepted.	

5. **Confirmation of the Minutes of the Central NSW Joint Organisation meeting 27 November 2019 in Canberra**

Resolved	Cr R Kidd/Cr K Keith
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 27 November 2019 held in Canberra.	

6. **Business Arising from the Minutes – Matters in Progress**

Resolved	Cr R Kidd/Cr B Bourke
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

10.22am - Cr P Miller and Mr S Loane arrived

7. **Chairman’s Minute**

Resolved	Cr M Liebich/Cr B Bourke
That the Board adopt the Chairperson’s Minute on the advocacy approach for 2020 and	
<ol style="list-style-type: none"> 1. Adopt the over focus for the years to align with the Federal vision to grow the agricultural sector to \$100bn by 2030; 2. Note that this includes two priority areas of activity – these being: <ol style="list-style-type: none"> 1. Watering the West <ol style="list-style-type: none"> i. leveraging raising the wall at Wyangala and ii. assuring urban water security in the CNSW region; and 	

2. Freight links
3. Adopt the priorities for inter-council cooperation as:
 1. Reporting value to members of the operational support program; and
 2. Supporting the sustainability of the broader JO network;
4. Adopt the priorities for regional prosperity as:
 1. Progressing support for the visitor economy; and
 2. Developing and monitoring the progress of the Regional Prosperity Subcommittee noting the agricultural focus;
5. Adopt the changes to the Board calendar as follows:
 1. 3 June Board meeting in Penrith and 4 June meeting with State representatives at Macquarie Street, Sydney including launch of the Central West NSW Food and Fibre Strategy;
 2. August Board meetings in Canberra at a venue TBA; and
 3. The November meeting be part of a Summit, again retaining the agricultural focus;
6. Encourage members to form or activate friendship agreements with Councils in Western Sydney; and
7. Seek feedback from members to inform policy with regard to a regional response to Climate Change.

8. Reports to Statement of Regional Strategic Priority

Priority One: Inter-council Co-operation

a. Procurement Report (Priority 1.1a)

Resolved	Cr R Kidd/Cr K Boyd
That the Board note the Procurement Report and	
<ol style="list-style-type: none"> 1. approve the 12-month extension of the coldmix asphalt contract (S3_2018) with Boral Asphalt and Civil Independence until 31 May 2021; 2. approve the 12-month extension of the compliance training contract (WHS1_2015) with Allens Training, ATAC, Mines Rescue and TAFE until 31 March 2021; 3. approve the 6-month extension of the Asset Management Maturity Audit contract with University of Technology, Sydney; and 4. approve a procurement process for the revaluation of water and sewer assets, including a 5% contract management fee payable to CNSWJO. 	

b. Administration Update (Priority 1.2)

Resolved	Cr K Keith/Cr B West
That the Board note the timeline for the implementation of the JO and adopt the logo.	

c. Energy Programming Report (Priority 1.3)

Resolved	Cr R Kidd/Cr K Keith
That the Board note the Energy Programming Report and	
<ol style="list-style-type: none"> 1. note the progress of the Southern Lights rollouts in Bathurst and Orange; 2. note the cost savings to members of \$2.9m over 3 years achieved through the procurement process for the supply of electricity for large market and small market sites; and 3. GMAC give consideration to the renewable energy advice from Mr David West. 	

d. Report on JO Chairs Forum progress including feedback to the Minister on JO sustainability (Priority 1.4a)

Resolved	Cr R Kidd/CR K Keith
That the Board note the feedback to the Minister for Local Government's Joint Organisation (JO) Advisory Committee (the Committee) and	

1. Recognises the serious risk of JO network failure due to sustainability;
2. Endorses the advice provided to the Minister for Local Government’s Advisory Committee;
3. Commends to the Chairs of JOs Forum that the focus of effort for JO sustainability be working, through the Minister’s Office, with State agencies on a funding framework that offers value to both JO members and the State where the value to the State is recognised by remuneration;
4. Reiterates its position that JOs should not be a fourth tier of government;
5. Notes that taking on a compliance burden has significant risks to JOs and is not supported;
6. Adopt the definition of Financial Sustainability for Joint Organisations as “A Joint Organisation will be financially sustainable over the long term when it is able to generate sufficient funds and deliver on the Strategic Regional Priorities agreed with its members and stakeholders”;
7. Approves an amendment to the JO Chairs’ Forum’s Terms of Reference to allow for the election of a Chair and Deputy Chair for a period of 12 months; and
8. Provides feedback regarding the above to the Chairs of Joint Organisation Forum.

Priority Three: Regional Transport and Infrastructure

e. Regional Transport Advocacy Policy, Prioritisation and Freight Links Mapping.

Resolved	Cr K Keith/Cr B West
That the Board note the Transport and Infrastructure Report and	
<ol style="list-style-type: none"> 1. commend to members they provide feedback on the Central West and Orana Future Transport Regional Plan (the Plan); 2. provide the feedback to the Plan as described in the report; 3. endorse the Lithgow to Katoomba Corridor submission; 4. invite the independent panel for Regional Road Transfer and NSW Road Classification Review to meet with the JO; 5. endorse the CNSWJO response to the Regional Road Transfer and NSW Road Classification Review Terms of Reference; 6. adopt the Terms of Reference for the Regional Strategic Transport Group; and 7. thank respective Ministers for their support for the \$2.5b upgrade to the Great Western Highway and prepare a media release. 	

Priority Four: Regional Water

f. Regional Water Report

Resolved	Cr P Miller/Cr B Bourke
That the Board note the Regional Water Report and	
<ol style="list-style-type: none"> 1. Seek advice from DPIE Water on project status and what the issues are holding up emergency water projects; 2. Develop advocacy material identifying the problems and solutions in assuring urban water supply during the unprecedented drought; 3. Advocate to the Premier, Deputy Premier, Minister for Water and respective agencies providing advice on the challenges and solutions for this region in securing water; and 4. Note the Infrastructure Priority List 2020 and invite Infrastructure Australia to the June Board Meeting. 	

9. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020

Resolved	Cr R Kidd/Cr M Liebich
That the Board note the report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and	
<ol style="list-style-type: none"> 1. thank the Minister for Local Government regarding the \$150K funding for CNSWJO; 2. adopt the Equal Opportunity Management Plan; 3. note the changes to the Risk Management Plan reflecting the ongoing challenges for Joint Organisations given the increased regulatory burden and resourcing implications; and 	

- | |
|--|
| 4. approve the Alliance between SafeWork NSW and the Central NSW Joint Organisation WHS Group for 2020 – 2022. |
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10. Financial Report

Resolved	Cr B Bourke/Cr B West
That the Board note the Financial Report.	

12.00pm - Mr G Rhodes and Mr B Byrnes left the meeting.

11. Matters raised by members – Blayney Demondrille Line

Resolved	Cr B West/Cr M Liebich
That the Board seek advice as to when the report on the Blayney to Demondrille line will be released.	

The matter raised by Forbes on the Murray Darling Irrigation Desalination Proposal was moved to Confidential report

12.09pm

Resolved	Cr R Kidd/Cr B Bourke
That the meeting close to the public for confidential matters.	

12. Confidential Report

- **Energy Savings Certificates for Streetlighting**

Resolved	Cr R Kidd/Cr P Miller
That the Board note the confidential report on energy savings certificates for streetlighting and recommend that councils individually write to Essential Energy and National Carbon Bank of Australia (NCBA) and request that the ESCs for street lighting be created through the Essential Energy agreement.	

12.11pm

Resolved	Cr P Miller/Cr B Bourke
That the meeting open to the public.	

- **Murray Darling Irrigation Desalination Proposal**

Resolved	Cr P Miller/Cr R Kidd
That the Board Note the advice from Forbes and include the option of linking desalinated water into considerations of priority for future water security for the region.	

13. Late reports – Nil

14. Speakers to the next meeting

- **Penrith City Council**
- **Various Ministers**
- **Infrastructure Australia, Infrastructure Priority List 2020**

15. The next meeting dates are Wednesday 3 June in Penrith and Thursday 4 June in Sydney.

16. Conclusion of the meeting - Meeting closed at 12.11pm

Page 4 is the last page of the Central NSW Joint Organisation meeting 27 February 2020

4.4 MAYORAL MINUTE MARCH

TRIM Number: R20/65

Author: Mayor

At last we have had widespread rain across the Shire, it has been a long time since we have had a decent start to autumn. Lets hope the season continues, it has not rained dollars but has given us hope and something to work towards.

In the last twelve months or so we have been hit with everything from drought, fires, floods, climate change and now the Coronavirus.

CORONAVIRUS

All I ask is that you adhere to the advice that is being put out by the relevant health authorities and Council will be putting out media releases to help our residents of Lachlan Shire work our way through this pandemic.

This virus is certainly going to have an impact on the world and Australia economically so let's hope we can nip this situation sooner rather than later.

PICNIC RACES

It was good to see the Condobolin Races go ahead in late February and by all reports it was a terrific day. Tottenham Races was washed out but the social side went ahead and was successful with the lunch and entertainment. Tullibigeal Picnic Races have been cancelled due to the Federal Government's restrictions on social gatherings which is disappointing as it is an important social day on the calendar.

Everyone keep safe and look out for each other and if we can help with local government matters please get in contact.

Mayor

John Medcalf OAM

ATTACHMENTS

Nil

RECOMMENDATION

That

- (i) Council receive and note Mayoral Minute No R20/65.

5 PUBLIC FORUM

6 DISCLOSURE OF INTEREST

DRAFT

7 GENERAL MANAGER

7.1 ACTIVE RESOLUTIONS - MARCH

TRIM Number: R20/54

Author: General Manager

PURPOSE

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

SUPPORTING INFORMATION

The Active Resolutions are attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.7 Strong Effective Council

ATTACHMENTS

1. Attachment A [↓](#)

RECOMMENDATION

That Council;

- (i) Read and Note General Manager's Report No R20/54.

ACTIVE RESOLUTIONS AS AT 25 MARCH 2020

**LACHLAN SHIRE COUNCIL
REPORT TO COUNCIL MEETING
TO BE HELD ON 25 MARCH 2020**

AUTHOR: GENERAL MANAGER

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	GM	<p>4/2020 STAFF MATTER RESOLVED THAT The General Manager seek legal advice and provide a report back to Council. Brady/Bendall</p>	COMPLETE	COMPLETE
FEB 20	GM	<p>375/2019 REQUEST FROM THE CONDOBOLIN PRESCHOOL RESOLVED THAT That Council investigate the options of including this project in the Drought Communities Program Extension Round 2 Delegate authority to the Mayor and General Manager to negotiate the terms of any financial assistance provided to the Condobolin Preschool and Childcare Centre. Rees/Blewitt</p>	COMPLETE	COMPLETE
OCT 19	GM	<p>297/2019 CORRESPONDENCE OCTOBER RESOLVED THAT Consider the proposal from PHYZ X 2U and investigate the numbers that utilise and benefit from the service and the costs of supporting the initiative and bring a report back to Council. Hall/Bendall</p>	Unable to determine numbers of people who will utilize this service. Only information readily available is a data set produced by the Australian Health Practitioner Regulation Authority. This data is not necessarily reliable for Lachlan Shire.	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			<p>PHYZ X 2U have been asked to provide an indication of the number of people they expect to utilize the service however they cannot provide accurate data.</p>	
MAR 20	ETED	<p>13/2020 DONATION REQUESTS THAT COUNCIL Contact Damian Noll and advise him that Council will underwrite the Anzac Day event to a maximum of \$25,000. Blewitt/Harris</p>	<p>Damian Noll was contacted and advised of Council's decision.</p>	COMPLETE
MAR 20	ETED	<p>QUOTATION ASSESSMENT - LAKE CARGELLIGO SHOWGROUND AMENITIES AND STABLES RESOLVED THAT Council negotiate with the companies that provided quotations to obtain a more competitive quotation price. Council allocate any shortfall in funding from the Building Capital Works – SRV Component of the 2019/20 budget (or any grant funding which may become available) towards the erection of the amenities building only. The General Manager be given delegated authority to sign a purchase order for a project to a total of \$249,999. Hall/Carter</p>	<p>Unsuccessfully tenders notified. Revised scope sent to four tenders requesting revised quotations.</p>	JUNE 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 20	ETED	<p>38/2020 UPDATE ON AIR CONDITIONING REPLACEMENT - COUNCIL ADMINISTRATION BUILDING</p> <p>RESOLVED THAT</p> <p>Council resolve, pursuant to Section 55(3)(i), that due to the unavailability of competitive tenderers, Council award both the replacement of the air conditioning for \$209,000 and the removal and replacement of the ceiling, including the provision of new compliant lighting for \$162,640.76, to Chill-rite Refrigeration and Air Conditioning for the total amount of \$371,640.76.</p> <p>The General Manager be delegated authority to obtain and consider quotations for the minor works to the roof that will be required, as a result of the Air Conditioning replacement, up to a total value of \$180,359.54, noting that this is a variation to Council's Procurement and Disposal Policy.</p> <p style="text-align: right;">Harris/Phillips</p>	Signed contract has been received	JULY 2020
MAR 20	ETED	<p>34/2020 6 TOWNSEND STREET AND 81 LOUGHNAN STREET, LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>A further report be brought back to Council.</p> <p style="text-align: right;">Hall/Carter</p>	Inspection of 6 Townsend St to be undertaken by Manager Projects and Building.	APRIL 2020
MAR 20	ETED	<p>33/2020 WILLOW BEND SPORTS CENTRE - LICENCE AGREEMENT</p> <p>RESOLVED THAT</p> <p>Council delegate authority to General Manager to approve amendments to the current Licence Agreement in consultation with Council's Legal Representative, ensuring that consultation takes place with representatives from the Department of Education.</p> <p>Council invite "Expressions of Interest" for the operation and management of the Willow Bend Sports Centre.</p> <p>A further report be presented to Council with the outcomes of the expressions of interest and for Council to determine the future management arrangement of the Willow Bend Sports Centre.</p>	Meeting held with Public School Principals. License being finalised	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		Rees/Hall		
MAR 20	ETED	<p>24/2020 LACHLAN RIVER FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN</p> <p>RESOLVED THAT</p> <p>Council adopt the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan (including modifications recommended by Geoff Craig & Associates in their independent review) and begin the investigations on how to implement the recommendations.</p> <p style="text-align: right;">Harris/Phillips</p>	Discussions underway.	JUNE 2020
MAR 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>	Consultation will commence soon.	APRIL 2020
MAR 20	ETED	<p>DA 2011/18.3 - MODIFICATION 3 - ALTERATIONS TO MINING INCLUDING REPROCESSING OF TAILINGS</p> <p>RESOLVED THAT</p> <p>Council approve the Section 4.55(2) Application subject to conditions, as set out in Attachment 2</p> <p><u>In Favour:</u> Crs John Medcalf, Paul Phillips, Elaine Bendall, Melissa Blewitt, Dennis Brady, Dave Carter, Peter Harris, Melissa Rees and Brian Nelson</p>	COMPLETE	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p><u>Against:</u> Cr Mark Hall</p>		
FEB 20	ETED	<p>353/2019 COMPULSORY ACQUISITION OF CROWN LAND FOR THE EXPANSION OF THE WASTE FACILITY AND THE CREATION OF A NEW ACCESS ROAD AT LAKE CARGELLIGO.</p> <p>RESOLVED THAT</p> <p>Council proceed with the compulsory acquisition of the land known as Lot: 7308 and DP: 1151003 and Lot: 79 DP: 752333 for the purpose of Lake Cargelligo Waste Facility Landfill Expansion in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>Council make an application to the Minister and the Governor for approval to acquire Lot: 7308 DP: 1151003 and Lot: 79 DP: 752333 by compulsory process under section [186(1) of the Local Government Act.</p> <p>That the land is to be classified as operational land.</p> <p>Council proceed with the compulsory acquisition of the land described as Lot: 7006 DP: 1029763, Lot: 7005 DP: 1029763, Lot: 7009 DP: 1057453 and Lot: 7308 DP: 1151003 for the purpose of road access in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>Council make an application to the Minister and the Governor for approval to acquire Lot: 7006 DP: 1029763, Lot: 7005 DP: 1029763, Lot: 7009 DP: 1057453 and Lot: 7308 DP: 1151003 by compulsory process under section 177(1) of the Roads Act.</p> <p>The General Manager be delegated authority to sign the application and affix Council's Seal.</p> <p style="text-align: right;">Brady/Hall</p>	<p>Office of Local Government has confirmed application has been received and is under assessment.</p>	<p>APRIL 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	ETED	<p>352/2019 CREATING HOMES FOR THREATENED SPECIES - CENTRAL WEST COUNCILS ENVIRONMENT & WATERWAYS ALLIANCE PROJECT</p> <p>RESOLVED THAT</p> <p>Council confirm its participation in the project with the Alliance’s Project Coordinator and authorise Council officers to nominate an appropriate site or sites after consultation with the relevant stakeholders.</p> <p>Clr Hall recommended that Mr and Mrs Van Dyk from Lake Cargelligo be consulted about a suitable location near the Lake.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Council officers have confirmed with the Alliance’s project coordinator that they will take part in the project. We are awaiting confirmation that the grant has been successful. The next phase will require Council officers to nominate an appropriate site which will be done in consultation with Mr and Mrs Van Dyk, once this information is requested from the Alliance.</p>	<p>ONGOING</p>
FEB 20	ETED	<p>349/2019 DRAFT DESTINATION MANAGEMENT PLAN</p> <p>RESOLVED THAT</p> <p>The Destination Management Plan, as amended in track changes, be adopted by Council</p> <p>Council officers begin work on the Strategic Action Plan in the DMP and work with Council to determine the priorities and funding streams for the relevant actions.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Destination Management Plan has been finalised and is on the Council’s website. Council officers will now work with Council on the Strategic Action Plan to determine priorities and funding streams for the relevant actions</p>	<p>Ongoing</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
NOV 19	ETED	<p>332/2019 TENDER ASSESSMENT – COUNCIL ADMINISTRATION BUILDING ROOF REPLACEMENT</p> <p>RESOLVED THAT</p> <p>Council decline to accept the tender in its entirety and decide to enter into negotiations with the tenderer to carry out the replacement of the AC systems.</p> <p style="text-align: right;">Phillips/Harris</p>	Refer above	SEPTEMBER 2020
NOV 19	ETED	<p>321/2019 LOCAL HERITAGE FUND (SMALL GRANTS) 2019/20</p> <p>RESOLVED</p> <p>Council allocate the \$15,260.00 from the Lachlan Shire Council Local Heritage Fund 2019-2020 as follows:</p> <ul style="list-style-type: none"> (a) \$2,000.00 for the works to Tottenham and Albert Cemeteries; (b) \$2,475.00 for the works to Tottenham Men’s Shed; (c) \$5,392.00 for the works to 14 Bathurst Street, Condobolin; and (d) \$5,392.00 for the works to 7 Foster Street, Lake Cargelligo. <p style="text-align: right;">Harris/Brady</p>	<p>A funding offer and contract have been sent to the successful applicants and they have all been signed and returned.</p> <p>The Applicants now have until April 2020 to complete the works.</p>	APRIL 2020
SEPT 19	ETED	<p>275/2019 LAKEVIEW CARAVAN PARK MANAGEMENT CONTRACT</p> <p>RESOLVED THAT</p> <p>Council agree to enter into a contract with PRO Management for the management of the Lakeview Caravan Park for the period from 12 September 2019 to 31 August 2020 on the basis of a retainer of \$75,000 per year and a commission of 30% of the total operating income from the preceding month.</p> <p>The Mayor and General Manager be delegated authority to sign and affix the Council Seal to the contract documents.</p> <p style="text-align: right;">Hall/Phillips</p>	At the time of writing this report Council officers were still working out the terms of the contract with the contractor.	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
SEPT 19	ETED	<p>274/2019 DWELLING APPRAISALS - 6 TOWNSEND STREET, LAKE CARGELLIGO & 81 LOUGHNAN STREET, LAKE CARGELLIGO</p> <p>RESOLVED THAT</p> <p>The General Manager seek quotations for the disposal of 6 Townsend Street and 81 Loughnan Street via public auction and engage a licenced auctioneer to facilitate the sale of these properties.</p> <p>The reserve price for the sale of 6 Townsend Street be sat at \$365,000 and The reserve price of 81 Loughnan Street be set at \$460,000.</p> <p>The tenant at 6 Townsend Street Lake Cargelligo be given notice to vacate the property in accordance with the terms of the current lease agreement in order to give vacant possession of the property at the time of auction.</p> <p>The Mayor and General Manager be authorised to sign the contracts of sale.</p> <p style="text-align: right;">Hall/Brady</p>	<p>Refer Above – MAR 20 – 34/2020</p>	<p>APRIL 2020</p>
SEPT 19	ETED	<p>255/2019 TOTTENHAM CARAVAN PARK – MANAGEMENT MODEL</p> <p>RESOLVED THAT</p> <p>Council invite tenders for the management and operation of the Tottenham Caravan Park under a new 3 year contract.</p> <p>A further report be presented to Council on the outcome of the tender process.</p> <p style="text-align: right;">Brady/Carter</p>	<p>Tender has been placed on exhibition, closing 27/3/2020.</p>	<p>APRIL 2020</p>
AUG 19	ETED	<p>231/2019 ENVIROWEST CONSULTING INVESTIGATION REPORT – RANDALL PLACE, CONDOBOLIN</p> <p>RESOLVED THAT:</p> <p>Council engage qualified consultant/s to perform all remediation works as recommended to make the lots suitable for residential use.</p> <p>Council officers to liaise with all stakeholders to implement Remediation Action Plan.</p> <p style="text-align: right;">Brady/Blewitt</p>	<p>Asbestos removal works and works as per the Remediation Action Plan at Randall Place completed on 21 March 2020.</p>	<p>APRIL 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			Envirowest Consulting are preparing Validation Reports. Minor landscaping works to rectify tyre tracks (10 Randall) and replacement of topsoil (as per owners request on 12 Randall Place once weather permits)	
AUG 19	ETED	<p>229/2019 LAKEVIEW CARAVAN PARK MANAGEMENT CONTRACT RESOLVED THAT: Council officers seek to formalise the agreement with Pro Management to manage the park until 31 August 2020 on the same basis as Riverview Caravan Park. Council officers investigate possible funding options to update business plans for both Riverview Caravan Park in Condobolin and Lakeview Caravan Park in Lake Cargelligo. Council authorise Council officers to vary the Procurement and Disposal Policy should Pro Management be willing to enter into an agreement to manage the park until 31 August 2020.</p> <p style="text-align: right;">Harris/Brady</p>	<p>At time of writing, Contract has been sent to contractor and Council is awaiting returned signed contract.</p>	APRIL 2020
AUG 19	ETED	<p>216/2019 LACHLAN SHIRE ABORIGINAL HERITAGE STUDY RESOLVED THAT: Council resolve to utilise the grant funding from the Office of Environment and Heritage by preparing an Aboriginal Heritage Study for the Shire and seek quotations from suitably qualified consultants to prepare the study.</p> <p style="text-align: right;">Hall/Blewitt</p>	<p>Quotations have been provided and Council officers are currently reviewing and will engage a contractor by early March.</p>	SEPTEMBER 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
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>	<p>Discussions with Council’s heritage advisor are ongoing in relation to this matter – the heritage advisor is investigating ways that this can be done.</p>	<p>APRIL 2020</p>
JUNE 19	ETED	<p>153/2019 TENDER ASSESSMENT - LAKE CARGELLIGO SHOWGROUND AMENITIES AND STABLES RESOLVED THAT</p> <p>Council decline to accept any of the tenders and consult with the community to reduce the scope of works before re-advertising the tender.</p> <p>A letter be sent to the unsuccessful tenders thanking them for their submission and advising them of Council’s decision.</p> <p style="text-align: right;">Harris/Carter</p>	<p>Staff have further revised plans and have commenced negotiations with companies as per February Council resolution.</p>	<p>APRIL 2020</p>
JUNE 19	ETED	<p>152/2019 QUOTATION ASSESSMENT - GUM BEND LAKE AMENITIES FACILITY REFURBISHMENT RESOLVED THAT</p> <p>The scope of works for the refurbishment of the Gum Bend Lake amenities building be reduced to match the available budget and the Gum Bend Lake Advisory Committee be consulted regarding the proposed work to be undertaken.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Council officers will undertake the refurbishment works utilising the existing budget provided no other suitable funding opportunities arise to refurbish the facility.</p>	<p>JUNE 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAY 19	ETED	<p>112/2019 LACHLAN VALLEY UNITED PHYSICAL CULTURE CLUB – LICENSE TO USE TENNIS CLUB BUILDING RESOLVED THAT</p> <p>Council enter into a licence agreement with the Lachlan Valley United Physical Culture Club Inc. and;</p> <p>The Mayor and General Manager be authorised to sign the licence documents and affix the Council seal.</p> <p style="text-align: right;">Phillips/Brady</p>	<p>The licence agreement has been signed.</p>	<p>COMPLETE</p>
MAY 19	ETED	<p>115/2019 LAKE CARGELLIGO AND TOTTENHAM CARAVAN PARK CONTRACTS RESOLVED THAT</p> <p>Council invite tenders for a new contract to manage the Lake Cargelligo Caravan Park from 12 September 2019 to 30 June 2023.</p> <p>The Tottenham Caravan Park revert to a Freedom camping area and further consideration be given to concurrent, compatible development opportunities for the site.</p> <p style="text-align: right;">Phillips/Carter</p>	<p>Both caravan parks are discussed above.</p>	<p>APRIL 2020</p>
APR 19	ETED	<p>66/19 PROPOSED COMPULSORY ACQUISITION OF CROWN LAND FOR THE EXPANSION OF WASTE FACILITY AND ACCESS ROAD AT LAKE CARGELLIGO 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>As outlined above, an application is currently before the Minister.</p>	<p>APRIL 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p>That the land is to be classified as operational land.</p> <p>Council proceed with the compulsory acquisition of the land described as Lot: 7006 DP: 1029763, Lot: 7005 DP: 1029763, Lot: 7009 DP: 1057453 and Lot: 7308 DP: 1151003 for the purpose of road access in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>Council make an application to the Minister and the Governor for approval to acquire Lot: 7006 DP: 1029763, Lot: 7005 DP: 1029763, Lot: 7009 DP: 1057453 and Lot: 7308 DP: 1151003 by compulsory process under section 177(1) of the Roads Act.</p> <p style="text-align: right;">Hall/Phillips</p>		
FEB 18	ETED	<p>28/18 LAKE CARGELLIGO WASTE FACILITY – LAND ACQUISITION</p> <p>RESOLVED THAT:</p> <p>Approve the proposal to acquire 72,700 square metres of crown land comprising part lot 7308 DP 1151003, lot 7009 DP 1057453 and lots 7005 and 7006 DP: 1029763.</p> <p>Authorise the General Manager to lodge a Compulsory Acquisition Consent to Acquire Crown Land Application to the Department of Industry – Lands.</p> <p>The DIS provide an estimated cost of the access road to the March Ordinary Council meeting.</p> <p style="text-align: right;">Phillips/Hall</p>	<p>NSW Aboriginal Land Council has sent a letter to the Minister requesting a part withdrawal of the Aboriginal Land Claim (ALC) from respective lots identified for acquisition, resolving the ALC matter.</p> <p>Status search undertaken by NSW Crown Lands revealed no past use has extinguished or resolved Native Title. Council's Native Title Manager is investigating the process to resolve or extinguish Native Title.</p>	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			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 RESOLVED THAT: Adopt the recommendations made by the Heritage Advisory Committee as follows;</p> <p>a) That Council implement a Conservation Management Plan for small rural cemeteries within the Shire. b) That Council award \$6,000 to Meredith Ervin for works to the NAB and residence in Lake Cargelligo; \$6,000 to Katrina & Jim Thomas for restoration works at Melrose Homestead, and \$2,000 to the Tottenham & Albert Cemetery Committee for headstone restoration.</p> <p style="text-align: right;">Rees/ Frankel</p>	<p>Melrose Homestead – funds acquitted. Cemetery funds acquitted. Ervin – works not complete and funds now no longer available.</p> <p>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</p>	2020 – Progressive delivery and completion.

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			<p>the Aboriginal Heritage Study.</p> <p>A draft plan for Tullibigeal has been received and is currently undergoing a review.</p> <p>The balance of the plans will be Albert, Fifield, Burcher, Lake Cargelligo, Tottenham and Condobolin which will be inspected from APRIL 2020. It is anticipated that the final draft plan will be presented to Council in mid 2020.</p>	
MAR 19	ETED	<p>2019/54 LOCAL STRATEGIC PLANNING STATEMENTS</p> <p>Council endorse the preparation of the Local Strategic Planning Statement for the entire Lachlan Local Government Area as one single document.</p>	<p>Representatives from the Department of Planning Industry and Environment have visited Council to work through a program to prepare the LSPS. Initial works have commenced on the preparation of the plan and a draft plan will be presented to the March Council meeting.</p>	<p>Ongoing – a draft plan is to be sent to Council in MARCH 2020. LSPS to be adopted by JUNE 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 19	ETED	<p>57/2019 BULKY WASTE KERBSIDE COLLECTION The waste budget expenditure be monitored for the remaining 2018/19 financial year and if operational budget savings can be identified allocate those savings to undertake a bulk waste collection in the first quarter of the 2019/20 financial year.</p>	<p>Insufficient funds were available in the 2018/19 budget. However, should additional funding be available this year a collection will be undertaken.</p>	<p>Ongoing</p>
MAR 20	C&CS	<p>40/2020 REQUEST TO WRITE OFF RATES AND WATER CHARGES - ASSESSMENT 1008561 RESOLVED THAT Approve the request to write off outstanding rates and water charges prior to 1 September 2019.</p>	<p>Correspondence issued & write off actioned</p>	<p>COMPLETE</p>
MAR 20	C&CS	<p>39/2020 UNDETECTED WATER LEAK - ASSESSMENT 1045026 RESOLVED THAT Approve the request to reduce water consumption charges for the period 25 June 2019 to 25 November 2019 by \$7,285.74 including interest of \$111.43 in accordance with Council's Undetected Water Leak Policy, subject to the payment of all outstanding water consumption charges by 30 June 2020. Hall/Carter</p>	<p>Correspondence issued & write off actioned</p>	<p>COMPLETE</p>
MAR 20	C&CS	<p>37/2020 UNDETECTED WATER LEAK – ASSESSMENT 1017845 RESOLVED THAT COUNCIL Approve the request to reduce water consumption charges for the period 10 October 2018 to 9 April 2019 by \$5,142.01, including interest of \$642.34 in accordance with Council's undetected water leak policy. Hall//Carter</p>	<p>Correspondence issued & write off actioned</p>	<p>COMPLETE</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 20	C&CS	<p>36/2020 WATER ACCOUNT ADJUSTMENT - ASSESSMENT 1017926 RESOLVED THAT Council approve the request to reduce the water consumption charges by \$5,282.61, including interest of \$1,258.12. Council accept the property owner's offer of payment in the amount of \$5,250.00 as full and final settlement of this matter.</p> <p style="text-align: right;">Carter/Nelson</p>	Correspondence issued & write off actioned	
MAR 20	C&CS	<p>35/2020 UPDATE ON CONFIDENTIAL STAFF MATTER RESOLVED THAT Council obtain legal advice, that if we don't refer the matter to the NSW Police, is there a potential for litigation.</p> <p style="text-align: right;">Brady/Blewitt</p>	Advice sought-awaiting response	
MAR 20	C&CS	<p>QUARTERLY BUDGET REVIEW 2 2020FY RESOLVED THAT COUNCIL Adopt the transfers from Reserves as noted in the "Revotes" as presented. Adopt the revised Operating Plan Budget including transfers from the reserves as presented. Adopt the reserve balances as presented.</p> <p style="text-align: right;">Harris/Hall</p>	COMPLETE	COMPLETE
MAR 20	C&CS	<p>19/2020 YOUTH SERVICES REPORTS - QUARTERLY REPORT OCTOBER TO DECEMBER 2019 AND FINAL REPORT 2015 TO 2019 RESOLVED THAT Council provide feedback on the contents of the report for the Western Plains Regional Development Committee.</p> <p style="text-align: right;">Harris/Hall</p>	COMPLETE	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 20	C&CS	<p>17/2020 BUSINESS CONTINUITY PLAN</p> <p>RESOLVED THAT</p> <p>The revised Business Continuity Plan be adopted.</p> <p style="text-align: right;">Harris/Carter</p>	COMPLETE	COMPLETE
MAR 20	C&CS	<p>15/2020 REVIEW OF COUNCIL'S INFORMATION SERVICES POLICIES</p> <p>RESOLVED THAT</p> <p>Council adopt the following operational policies:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Data Storage Policy <input type="checkbox"/> Desktop PC, Notebook and Mobile Device Replacement Policy <input type="checkbox"/> Internet Usage Policy <input type="checkbox"/> Information Services Security Policy <input type="checkbox"/> Network Passwords Policy <input type="checkbox"/> Remote Access Policy <input type="checkbox"/> Reporting Lost or stolen IT Assets <p>Resolve to extinguish the following policies as they are now obsolete or have been incorporated into the updated policies:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ipad Policy <input type="checkbox"/> Virus Protection Policy <input type="checkbox"/> Server Room Access Policy <input type="checkbox"/> Wireless Networking Policy <input type="checkbox"/> Purchase and use of computing and communications equipment Policy. <p style="text-align: right;">Harris/Brady</p>	Updated policy register, advised staff via email, removed any website copies that are not relevant	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 20	C&CS	<p>14/2020 LACHLAN SHIRE COUNCIL ABORIGINAL ADVISORY COMMITTEE</p> <p>RESOLVED THAT COUNCIL</p> <p>dissolve the current Lachlan Shire Council Aboriginal Advisory Committee as it has not been effective in achieving its Terms of Reference stated purpose</p> <p>discuss options for engaging with the various Aboriginal communities following the Council election in September 2020.</p> <p>Build and strengthen a relationship with the Murrin Bridge Local Aboriginal Land Council between now and the Council election in September 2020.</p> <p style="text-align: right;">Harris/Brady</p>	<p>Communication protocol & action by Council Communication officer David</p>	<p>COMPLETE</p>
MAR 20	C&CS	<p>11/2020 SUSTAINABILITY FUNDING – LIBRARIES</p> <p>RESOLVED THAT COUNCIL</p> <p>Endorse the NSW Public Libraries Association’s Renew Our Libraries Phase Two campaign.</p> <p style="text-align: right;">Harris/Rees</p>	<p>Correspondence sent to the State & Federal Ministers as well as the Federal Shadow Minister</p>	<p>COMPLETE</p>
MAR 20	C&CS	<p>12/2020 DONATION REQUESTS</p> <p>RESOLVED THAT</p> <p>Council donate to each organisation:</p> <ul style="list-style-type: none"> i. \$450 to NADIOC week initiatives ii. \$1000 to Condobolin Clay Target Club iii. \$1000 to Lake Cargelligo Arts and Crafts Society Inc. iv. \$300 to Catholic Care Wilcannia-Forbes v. \$300 to Country Women’s Association Oxley <p style="text-align: right;">Harris/Bendall</p>	<p>Correspondence issued. Payments sent to accounts for payment</p> <p>NAIDOC week organisers asked to provide dates schools can expect communication around this initiative as per Cr Rees request</p>	<p>COMPLETE</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	C&CS	<p>345/2019 DONATION REQUESTS</p> <p>RESOLVED THAT</p> <p>Donate \$500.00 to Condo Chamber of Commerce for the Shop Local Campaign to be held on the 20th December 2019.</p> <p>Donate \$500 to Tullibigeal Christmas Tree 2019.</p> <p>Defer the NAIDOC Initiative request to next meeting and ask about participation/inclusion of the other Schools within the Shire.</p> <p>Donate \$950.00 to the Condobolin Trike and Museum.</p> <p>Donate \$5000.00 to the Condobolin RSL Pipe Band toward the Condobolin Tattoo 2020.</p> <p>Donate \$500.00 to Danielle Hoskins to participate in the NSW under 18's Indigenous School girl's netball team.</p> <p>Approve the In-kind support requested for the Condobolin Rotary Christmas Carnival 2019.</p> <p>Approve the In-kind support requested from Centre Life Church for their Carols In Candlelight event held on the 15 December 2019.</p>	<p>All donations paid 18/12/19</p> <p>NAIDOC-Request emailed. Response received 2/1/20-will go to February 20 council meeting.</p>	<p>All donations COMPLETE.</p> <p>NAIDOC-COMplete</p>
AUGUST 18	C&CS	<p>237/2018 MINUTES OF ABORIGINAL ADVISORY COMMITTEE MEETING - JULY 2018</p> <p>RESOLVED THAT:</p> <p>That the Aboriginal Advisory Committee be briefed in detail of the functions and responsibilities of 355 committees.</p> <p style="text-align: right;">Harris/Rees</p>	<p>Council resolved in February to dissolve the current committee & re-engage after September 2020 election</p>	<p>COMPLETE</p>
APR 18	C&CS	<p>88/18 UPDATE ON PROVISION OF YOUTH SERVICES BY WESTERN PLAINS REGIONAL DEVELOPMENT INC.</p> <p>RESOLVED THAT:</p> <p>Council continue to look for suitable venues and funding.</p> <p style="text-align: right;">Frankel/Hall</p>	<p>Discussion with EO, WPRD re applying for grant funding for new youth centre</p>	<p>Ongoing.</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 19	C&CS	<p>2019/53 OUTSTANDING RATES & CHARGES A report outlining the approach to be undertaken regarding debt recovery, including recommended action to pursue debt recovery processes in specific cases, be reported in detail at a future Council Meeting.</p>	<p>A comprehensive review of outstanding rates needs to be undertaken. This includes properties that may be at sale of land stage.</p> <p>Revised Debt Recovery Policy expected to go Council in March 2020. Once council gives in principle support, this will go to public submission for 30 days.</p>	MAY 2020
MAR 20	IS	<p>FY1920 RECREATION MONTHLY UPDATE FOR DECEMBER/JANUARY RESOLVED THAT A report be brought back to Council in relation to the cricket nets and various options including a diagram and a list of affected parties and their concerns with each option.</p> <p style="text-align: right;">Harris/Hall</p>	Included in March Business Paper	MARCH 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
MAR 20	IS	<p>29/2020 FIFIELD, ALBERT & TOTTENHAM WATER CARTING - NSW GOVERNMENT DROUGHT EMERGENCY RELIEF FUNDING</p> <p>RESOLVED THAT</p> <p>Council re-apply for financial assistance to the NSW Government Department of Industry for the cost of water cartage to maintain essential supplies of water to Fifield, Albert and Tottenham in FY1920.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Draft water carting plan was submitted in January and no response has been received from the Department of Planning, Industry & Environment.</p>	<p>MARCH 2020</p>
MAR 20	IS	<p>27/2020 ROAD CLOSURES</p> <p>Council resolves to seek public submissions on the closure of part of SR 269 Yarrangrove Road subject to the applicant agreeing in writing to meet all costs associated with the road closure.</p> <p>The applicant be advised that the unnamed road off SR 257 Racecourse Road is a Crown road and application for closure should be made to the NSW Department of Planning, Industry & Environment – Crown Lands.</p> <p style="text-align: right;">Hall/Carter</p>	<p>Applicant's representative verbally advised. Written confirmation to be sent this month.</p>	<p>MARCH 2020</p>
MAR 20	IS	<p>26/2020 LAKE CARGELLIGO AERODROME GRAZING LICENCE</p> <p>RESOLVED THAT</p> <p>Council rescind resolution 2017/200</p> <p>Expressions of Interest be publicly advertised for a short term grazing licence over the vacant land at the Lake Cargelligo Aerodrome.</p> <p>Council delegate authority to the General Manager to enter into a short term grazing licence (12 months) with the preferred party.</p> <p>Council enter a month by month lease with Steve and Jan Johnston in the interim whilst we publicly advertise for tenders for a short term grazing licence if the relevant legislation allows this to occur.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>EOI documents being prepared and advertising scheduled for March.</p> <p>Monthly licence executed.</p>	<p>MAY 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	IS	<p>363/2019 RNSW841 TOTTENHAM WATER SECURITY PROJECT & RNSW842 EFFLUENT MANAGEMENT SYSTEM PROJECT - FUNDING FOR COUNCIL CO-CONTRIBUTIONS</p> <p>THAT COUNCIL</p> <p>resolves not to take on debt through loan facilities to fund RNSW841 Tottenham Water Security project or RNSW842 Effluent Management project;</p> <p>resolves to co-contribute from water and sewer reserves a maximum of 5% of the project budgets to minimise the draw down on those reserves, namely:</p> <p>a. \$361k from water reserves for RNSW841 Tottenham Water Security Project</p> <p>b. \$206k from sewer reserves for RNSW842 Effluent Management Project;</p> <p>with the balance of required funds to be sought through existing and new grant funds;</p> <p>resolves to transfer \$250,000 from water reserve for the scope change supporting documents, including design & estimate, for RNSW841 Tottenham Water Security project, with a view to a future grant application for 95% of the cost of the project;</p> <p>directs the Director Infrastructure Services to seek additional grant funds for RNSW842 Effluent Management project from both the NSW Government and the Australian Government for 95% of the cost of the project and provide a further report to Council;</p> <p>directs that Restart NSW are advised of its maximum co-contributions from its reserve funds and Council's intention to seek additional grant funding before it allocates any additional funding or proceeds further on the projects, including requests for supporting information for the scope change requests;</p> <p>resolves to outsource the project management of these projects, subject to additional grant funding becoming available.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Letter to the Minister was sent 3 Feb 2020.</p> <p>Verbal advice from department staff is that Council should engage Public Works as a consultant, rather than Public Works be appointed under the Public Works Act. Additional grant funds for Effluent Reuse Project was sought through the Department of Regional Health, Regional Communications & Local Government. Written advice back was no funding currently available. Restart NSW advised verbally of limitations to Council co-contributions. Fee proposals from Public Works have been sought for Condobolin Borefields II Project, Tottenham Water Security Project and Shire Effluent Reuse</p>	<p>On Hold until Minister's determination.</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			Project. Public Works advised that any engagement will require their assistance to seek additional grant funds from NSW Government.	
FEB 20	IS	<p>361/2019 LACHLAN RIVER FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN</p> <p>RESOLVED THAT</p> <p>Cr Mark Hall moved an amendment to the original recommendation as follows:</p> <p>That Council defer the report to the next Council meeting with clarification on the impacts of the recommendation.</p> <p style="text-align: right;">Phillips/Brady</p>	Consultant presented to Strategic Briefing on 12 February. Report to Council was resubmitted for Council consideration in February and resolution was passed.	COMPLETE
FEB 20	IS	<p>357/2019 FY1920 ROADWORKS MONTHLY UPDATE FOR NOVEMBER</p> <p>RESOLVED THAT</p> <p>That Council acknowledge the need to the procurement of additional road construction resources from outside the local government area to complete the \$16m Roads Program for FY1920.</p> <p style="text-align: right;">Harris/Phillips</p>	Initial site visit undertaken with Parkes Shire staff. Offers of assistant also received from Forbes Shire. At this stage no engagement has been actioned. Grant deeds not signed for some projects meaning completion of works can be extended until FY2021. Refer Roads Monthly Report to March Council Meeting.	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			Final decision on engagement of outside resources will be made at end of Q3.	
FEB 20	IS	<p>356/2019 GRANT DEEDS - FIXING COUNTRY ROADS - RNSW2321 TULLIBIGEAL ROAD UPGRADE</p> <p>RESOLVED THAT</p> <p>Council allocates the recently announced additional Roads to Recovery drought funding to the SR1029 Tullibigeal Road Upgrade, in order to fund the estimated shortfall for completion of the project.</p> <p style="text-align: right;">Harris/Phillips</p>	Roads to Recovery project has been submitted and approved. Site work commenced in January 2020. Additional RTR allocated in FY1920 Budget.	COMPLETE
NOV 19	IS	<p>331/2019 MINOR PROJECT –RNSW1606 CONDOBOLIN TRUCK WASH UPGRADE</p> <p>RESOLVED THAT</p> <p>A grant application be submitted to Round 2 of Fixing Country Roads 2019 for the \$321,000 additional funds required for the Condobolin Truck Wash Upgrade;</p> <p>The Restart NSW be advised that Council is applying for additional funds and a request be made for an extension of time for the current funding deed.</p> <p style="text-align: right;">Harris/Phillips</p>	Application submitted to Fixing Country Roads 2019 Round 2 at end December. No announcement to date.	APRIL 2020
OCT 19	IS	<p>294/2019 FY1920 ROADWORKS MONTHLY UPDATE FOR COUNCIL</p> <p>That the Director for Infrastructure bring back a traffic count report to Council at a future meeting for Slee Street, Fifield.</p> <p style="text-align: right;">Bendall/Carter</p>	Traffic count underway.	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
AUG 19	IS	<p>221/2019 LAKE CARGELLIGO SKATE PARK TOILET OPTIONS</p> <p>RESOLVED THAT</p> <p>Council adopt the single uni-sex ambulant toilet as the preferred option and consider funding the installation and cleaning costs of the new toilet block in future budgets.</p> <p style="text-align: right;">Hall/Blewitt</p>	<p>Cost and budget for single uni-sex toilet to be developed for FY2021 budget consideration. Grant application to Building Better Regions Fund submitted. Waiting on a response.</p>	<p>JUNE 2020</p>
JULY 19	IS	<p>179/2019 NOTICE OF MOTION – J.BRADY BRIDGE</p> <p>RESOLVED THAT</p> <p>Council investigate the protocol of changing the name from J. Brady Bridge to the Jack Brady Bridge and bring a report back to Council.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>28 day period for public comment ends on Thursday 26 March 2020.</p>	<p>APRIL 2020</p>
NOV 18	IS	<p>366/18 LANDOWNER ROYALTIES - COUNCIL PRODUCTION GRAVEL PRODUCTS</p> <p>RESOLVED THAT:</p> <p>Council adopt the Draft Gravel Extraction Agreement.</p> <p>Approve a fair base royalty rate of \$0.65/t.</p> <p>Approve an additional royalty rate of \$0.30/t when Council on-sells gravel in a commercial arrangement.</p> <p>Trial the proposed lease agreement with some landowners to gauge the response.</p> <p style="text-align: right;">Hall/Nelson</p>	<p>Lease negotiations ongoing with Bolams delayed Review of royalty payments checked. Approx \$3,250 in back payments identified. Future report to Council will seek to make back payments in FY1920 budget with roll out of lease agreements to resume for Bolams and other landowners.</p>	<p>MAY 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
JULY 18	IS	<p>208/18</p> <p>RESOLVED THAT:</p> <p>Council write a letter to the NSW Health Minister seeking his representations to DPI Water for approval to commission the water fluoridation plant at Lake Cargelligo as the town now has two generations of children without the benefit of fluoride.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Commissioning done with DPIE representatives on 5-6 Feb 2020. NSW Health approval expected in March 2020. Public notice advising start of fluoridation to follow.</p>	<p>APRIL 2020</p>
MAY 18	IS	<p>131/18 LAKE CARGELLIGO RECREATION GROUNDS</p> <p>RESOLVED THAT:</p> <p>The improvements proceed with a 1.8m high black perimeter fence and the cricket nets be placed in the North Western corner.</p> <p style="text-align: right;">Rees/Blewitt</p>	<p>See Recreation Monthly Report to Council.</p>	<p>APRIL 2020</p>
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 Business paper with current draft POM's</p>	<p>APRIL 2020</p>
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. 3. Council consider the need to increase funding for local roads and potentially other asset classes like buildings (while maintaining a 	<p>Four Year Forward Works Program received from Roads Manager and Six Year Forward Works Program received from Utilities Manager. Same requested of</p>	<p>APRIL 2020</p>

		financially sustainable position) as part of the next revision of its Long Term Financial Plan.	Recreation Manager.. Ten Year Capital Works Program to be reported to April Council meeting..	
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8 CORPORATE AND COMMUNITY SERVICES

8.1 REVIEW OF COUNCIL'S INFORMATION SERVICES POLICIES

TRIM Number: R20/42

Author: Information Services Manager

PURPOSE

The purpose of this report is to ask Council to adopt three recently reviewed policies.

SUPPORTING INFORMATION

Copies of three policies relating to information technology and records are attached for Council consideration and adoption. These policies set out how particular parts of Council's information technology assets & systems are managed.

BACKGROUND

As part of Council's governance framework it is necessary that policies are regularly reviewed to provide guidance on how Council assets are managed and protected, how Council is represented in interactions with the community, complies with relevant legislation and sets standards of behaviour for employees.

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

ISSUES AND COMMENTS

1. The management letter provided to Council at the conclusion of its 2019 external audit raised a number of issues. In terms of information technology it was noted that policies had not recently been reviewed.

2.

3. Staff have since reviewed a number of the policies impacting on the delivery of information, communication, technology and records management. The attached three policies have been prepared to ensure the integrity of, and mitigate risks associated with the use of, Council's mobile hardware and software.

4.

The revised policies are similar to those previously adopted by Council, reflecting only minor updates for changed procedures, circumstances or legislation.

5.

6. The three specific policies recommended for adoption at this time are:

- *Mobile Device Policy* – reflects Council expectations on how Lachlan Shire Council mobile devices are deployed, supported and utilised
- *Messaging (including Email) Policy* – sets out the responsibilities of Councillors and employees when using Council messaging services
- *Records Management Policy* – sets out the responsibilities of Councillors and employees of maintaining records in accordance with state legislation

Once formally adopted by Council these policies will be distributed to staff.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no additional financial implications beyond the operational budget.

LEGAL IMPLICATIONS

None identified

STAKEHOLDER CONSULTATION

The Mobile Devices Policy has been subject to extensive internal consultation including:

- IT staff
- Operational Management Team
- Executive Leadership Team
- Consultative Committee

The remaining policies were subject to consultation throughout the Information Services team. These policies relate to operational issues and do not require community consultation.

RISK IMPLICATIONS

7. Adoption of these policies will assist Council in mitigating the risks associated with:
- security of Council information and infrastructure
 - costs to provide service
 - legal liability and
 - damage to Council reputation.

CONCLUSION

Following finalisation of Council’s 2019 external audit several Information Technology policies were identified as requiring review. The policies have now been reviewed and are presented to Council for consideration and adoption.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

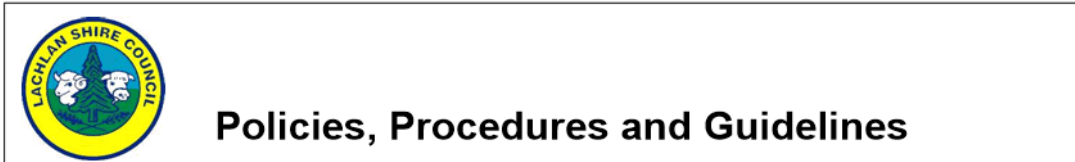
ATTACHMENTS

1. **Mobile Devices Policy** [↓](#)
2. **Messaging (including Email) Policy** [↓](#)
3. **Records Management Policy** [↓](#)

RECOMMENDATION

That:

1. The Director of Corporate and Community Services Report No R20/42 be received and noted.
2. Council adopt the following operational policies:
 1.
 - Mobile Devices Policy
 - Messaging (including Email) Policy
 - Records Management Policy



Policies, Procedures and Guidelines

MOBILE DEVICES POLICY

CSG005

BACKGROUND

Technological advances within the field of Information Technology are moving forward at a rapid pace and as such, Lachlan Shire Council must make sure that it is adjusting to these changes. Mobile computing devices are now extensively used throughout council and as such require the IS section to be able to efficiently manage the deployment, support and decommissioning of these devices.

OBJECTIVE

The objective of this Policy is to provide employees of Lachlan Shire Council (LSC) with guidelines regarding the appropriate use of their LSC supplied mobile device. In addition, to make users aware of the way in which the mobile devices are managed.

SCOPE

This policy applies to workers, councillors and contractors who are issued with a Council Mobile Device.

DEFINITION

Mobile Device: A portable computing device such as a smartphone or tablet computer.

MDM: (Mobile Device Management) Software that allows IT to monitor, deploy and to locate/lock/delete data and to configure a mobile device.

POLICY

Eligibility:

An employee may be eligible to have a mobile device if, in the view of LSC, it is deemed necessary for the appropriate performance of their position. For example, if the employee's duties require them to spend time out of the office and/or to be contactable outside the normal hours of work.

All requests for mobile devices must be made on the "New Mobile Device Application Form" (<S:\Common Lachlan\FORMS\IT Forms>)

Mobile Phone:Management:

All Mobile Devices, where possible or practicable, will be enrolled into council's Mobile Device Management (MDM) system. This enables IT to manage the device and make the use of the device more secure while also allowing IT to carry out remote support.

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MOBILE DEVICE POLICY

CSG005

With this System IT can:-

- locate a lost/stolen device
- wipe a lost/stolen device
- install applications remotely
- change the PIN (lock the device)

Use:

A mobile phone is provided primarily to allow contact with the employee by other employees or customers or to enable the employee to contact LSC and its customers.

Employees must not use mobile devices while operating a motor vehicle or heavy machinery unless a 'Hands-free Car Kit' is installed in an employee's vehicle.

Employees who have been provided with a mobile phone with email and internet access must comply with LSC's policies dealing with email and internet access.

Private use:

A LSC mobile phone is provided predominantly for work purposes. Therefore, private usage of the mobile phone should be kept to a minimum.

If LSC believes an employee is using a LSC mobile phone irresponsibly or unreasonably, then the employee may have the phone removed or be requested to reimburse LSC for excessive personal calls.

In those circumstances, the employee's phone use will continue to be closely monitored until a more reasonable proportion of business versus private use is achieved.

An employee must not use the device in any way that may damage the legitimate interests of the LSC's business and employment relationships.

Voicemail:

An employee must activate the voicemail set up on their phone supplied by LSC so that calls divert to voicemail when unanswered or busy. Missed calls should be returned in a timely manner (i.e. within 2 hours) and employees should ensure they clear their voicemail regularly.

Voicemail set up on LSC mobile phone should say *'Hello, this is (name), (title) of Lachlan Shire Council. I am unable to take your call right now so please leave your name, number and a short message and I will return your call shortly'*.

This message should be modified if an employee is on leave.

Satellite Phones:

Use:

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MOBILE DEVICE POLICY

CSG005

A satellite phone may be provided by LSC when employees are working within a designated black spot within the shire.

The same restrictions on use that apply to mobile phones also apply to satellite phones.

Private use:

An LSC satellite phone is provided for **work purposes only** and should not be used at all for private use except in the case of an emergency.

Tablet Computers:

Use:

A tablet computer is provided by LSC to employees to allow for data capture in the field, in meetings and when travelling around the state or country and using approved applications.

Employees must not use the tablet computer while operating a motor vehicle or heavy machinery.

Employees who have been provided with a tablet computer with email and internet access must comply with LSC’s policies dealing with email and internet access where relevant.

Other Mobile Devices:

As technology advances there will be other forms of mobile devices used for work purposes within LSC.

Employees must not use these new mobile devices while operating a motor vehicle or heavy machinery.

Lost, stolen or damaged LSC devices:

LSC expects all employees who have been allocated mobile devices to take the utmost care and responsibility for them.

If a device is lost, stolen or damaged, it should be reported to the Information Services team as soon as that event occurs.

Depending on the circumstances in which the device was lost, stolen or damaged, the employee may be held responsible for replacing the phone if the loss, damage or theft was caused or contributed to by the employee’s lack of care.

Return of the mobile phone:

On termination of employment or otherwise at the request of LSC, an employee who has been issued with a LSC mobile device must return the device to the Information Services team. Any battery chargers or other accessories supplied by LSC for use with the mobile device must also be returned.

Users may apply to:-

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MOBILE DEVICE POLICY

CSG005

- a) purchase the mobile phone outright and/or
- b) request to have the phone number transferred to them

Approval for such purchase or transfer should be sort from either the GM, a Director or the Information Services Manager. The value of the phone will be established by the Information Services Manager and approved by the General Manager.

Work health and safety:

The use of mobile phones in certain parts of the workplace and in vehicles can create unsafe situations or potentially unsafe situations.

It is illegal in all Australian states and territories to use a hand-held mobile phone while operating a vehicle. This includes, but is not limited to, talking, texting or using any other function of a mobile phone whilst the vehicle is operating

Supervisors and managers may issue general notices or particular notices to staff regarding the use of mobile phones if they perceive a real or potential work health and safety risk.

Staff are required to comply with such orders, directions and notices issued by supervisors or managers.

RELATED DOCUMENTS

New Mobile Device Application Form - (S:\Common Lachlan\FORMS\IT Forms)

Greg Tory

GENERAL MANAGER

/ /

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MESSAGING (INCLUDING E-MAIL) POLICY **CSG002**

BACKGROUND

The Lachlan Shire Council (LSC) provides its users with access to messaging services for business purposes through a range of technology and mediums. Messaging services include (non-exhaustive):

- email
- Short Messaging Service (SMS) through LSC owned and supplied mobile telephones and
- Multimedia Messaging Services (MMS) through LSC owned and supplied mobile telephones.
- non-Council messaging services, such as Google’s Gmail; Outlook; Skype; Facebook Messenger and Chat
- social media sites and mediums, such as Facebook, Linked-in, Instagram
- forums and blog sites
- comments on news articles.

The use of messaging is broadly governed by the LSC Code of Conduct.

OBJECTIVES

The objectives of this policy are to ensure that all messaging users, accessing LSC supplied services or external messaging services through LSC’s IT environment and/or resources, are aware that messaging services are tools for business communication and that they have a responsibility to use these resources in an efficient, effective, ethical and lawful manner. Failure to do so may have implications for LSC and the individual including:

- compromising the security of LSC information and infrastructure
- increasing costs to provide the service
- legal liability
- damage to LSC reputation and
- disciplinary action being commenced against LSC and or the individual.

SCOPE

This policy applies to Councillors, workers and all other messaging users utilising LSC messaging services directly or an external messaging service via LSC IT equipment or resources, including privately owned equipment utilising a LSC IT resource (ie network, LSC provided or paid for internet or messaging service) (e.g. home computers using LSC’s remote access service or LSC web email access).

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MESSAGING (INCLUDING E-MAIL) POLICY

CSG002

RESPONSIBILITIES

LSC is responsible for the content of messages sent through its systems, this includes the use of external messaging services that are sent via LSC’s IT environment or from a LSC ICT resource. Messaging users must be aware that the contents of messages may be interpreted as being ‘official Council information’ rather than ‘personal opinion’. Careful consideration must be given to the intent of the message, the context and content such that LSC is not brought into disrepute.

Messaging services may be monitored, logged and or recorded. LSC supplied email is regularly backed up ensuring that retrieval, even of deleted messages, is possible. All users should be aware that email is monitored to ensure it is used within parameters set for LSC business purposes and authorised network administrators are obligated to report policy violations.

All users must adhere to the following obligations when using LSC messaging services:

i Address books

Contacts, email address books or extracts of these are not to be released electronically, in hard copy or any other form outside of LSC without approval from the Director Corporate and Community Services.

ii Inappropriate attachments

Attachments such as ‘exe’ (executable) or program files, which may contain virus or malicious code, cannot be received or sent.

iii Chain letters

Chain letters are not to be forwarded to other Council users.

iv Confidentiality

Emails are not to be used for sending sensitive or confidential information unless authorised by the Director Corporate and Community Services and must always comply with the Records Management Policy.

v Copyright violations

Copyright law protects all written (including email) and other original material produced by LSC, in accordance with the *Copyright Act 1968 (Cth)* and the *Copyright Amendment (Digital Agenda) Act 2000 (Cth)*.

vi Authorisation of credit card transactions

Authorisation is required for on-line purchases using LSC credit cards and must only be used in line with the LSC Credit Card and Purchasing Policies.

vii Financial gain

LSC email systems are not to be used for any non-local government business or commercial activity and email addresses must not be used in competitions or for other non-local government related activities. Soliciting for personal use or on behalf of any other person is also not permitted.

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MESSAGING (INCLUDING E-MAIL) POLICY

CSG002

viii Harassment and defamation

Laws relating to defamation, harassment (including sexual harassment) and stalking apply to email and workers must ensure emails do not contain such material. Email material must be accurate, truthful and must not include obscene or defamatory information or messages.

ix Impersonation

Impersonating another user by sending an email message from their mailbox or 'on behalf' of another without their authorisation is not permitted.

xi Personal use

Users are permitted limited personal use of email, subject to business requirement availability and strict adherence to this policy at all times. Personal emails should be dealt with appropriately and cleared promptly to minimise system congestion.

xii Illegal or inappropriate material

Illegal or sexually related material, documentation, files or graphics, must not be accessed or distributed through any LSC email system.

xiii Records management

Email messages made or received in conduct of LSC business are official records as defined by the *State Records Act 1998*. All email messages, plus any attached files, are legal documents and may be requested by the public under the *Government Information (Public Access) Act 2009*.

xiv Privacy

The Privacy Act 1998 s14 may also apply to personal or private use of email. Commonwealth copyright and privacy legislation make forwarding on personal emails a potential breach of the author's privacy and may have legal implications.

xv Re-assignment/Transfer/Termination/Resignation

The use of LSC messaging facilities is not permitted after users have resigned or whose contractual assignments have concluded or their duties terminated from LSC.

Greg Tory
GENERAL MANAGER

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Policies, Procedures and Guidelines

RECORDS MANAGEMENT POLICY
CSG017

BACKGROUND

The purpose of this policy is to provide a framework for the management of Lachlan Shire Council’s corporate records, in accordance with relevant legislation, standards and codes approved by State Records NSW.

State legislation requires that full and accurate records of all activities and decisions of Lachlan Shire Council are created, managed and retained or disposed of appropriately. This policy sets out the principles and responsibilities to promote information accessibility and accountability, while ensuring the protection of the rights and interests of Lachlan Shire Council, staff, customers and the community.

Lachlan Shire Council has implemented Content Manager (CM) as the official compliant business Electronic Document Management System (EDMS).

AUTHORITY OF THIS POLICY

This policy has been authorised by the General Manager and is available to all staff. It has been developed in consultation with staff and will be revised on a regular basis. Ownership of the policy rests with the Director of Corporate and Community Services who is responsible for reporting to State Records NSW regarding compliance with legislative requirements and recordkeeping standards.

APPLICATION OF THIS POLICY

All staff, volunteers, contractors and consultants must comply with this policy and associated Records Management Procedures, in their conduct of official business for Lachlan Shire Council. This policy applies to records in all formats, including electronic records.

OBJECTIVES

- The objectives of this policy are to define a framework for Lachlan Shire Council to:
- manage records efficiently and effectively
 - meet accountability requirements and community expectations
 - comply with legislative and policy requirements relating to record keeping practices.

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RECORDS MANAGEMENT POLICY

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RESPONSIBILITIES

General Manager

The General Manager has a duty to ensure that Lachlan Shire Council complies with the requirements of the State Records Act 1998, regulations and the standards issued under the Act by State Records NSW.

Director Corporate and Community Services

The Director Corporate and Community Services functions as Lachlan Shire Council's Corporate Records Manager for the purposes of the Records Management Program. The Corporate Records Manager is accountable for the management of the program as well as ensuring compliance with the State Records Act 1998.

The Corporate Records Manager is responsible for making and administering arrangements for the monitoring of the program as required by of the State Records Act 1998, s.12(3).

Manager Information Services

The Manager Information Services reports directly to the Director Corporate and Community Services and is responsible for the implementation and efficient operation of Lachlan Shire Council's Records Management Program and the provision of services to users.

The Manager Information Services has the authority to develop standards for information management across Lachlan Shire Council, to define the rules and requirements associated with records and information management operations and record keeping systems, and in conjunction with the Records Officer to monitor compliance of corporate information and record keeping practices.

Records Officer

The Records Officer is responsible for the daily management and monitoring the compliance of corporate information and record keeping practices. The Records Officer is also responsible for the efficient and accurate registration of business records and information into CM.

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Directors

Each Director is responsible for ensuring that members of staff who have access to confidential information are instructed regarding their rights and obligations when dealing with such matters.

Managers

Each Manager is responsible for ensuring that staff respond to correspondence and action tasks in a timely manner and capture this information into CM in accordance with protocols determined by the Manager Information Services.

Audits will be undertaken in accordance with relevant risk assessments.

Staff

Staff are accountable for compliance with this policy and with related policies, standards and guidelines.

Staff are responsible for creating full and accurate records of their business activities and ensuring that they are saved into CM.

Examples of records includes:

- meetings where business decisions are made (Internal or External)
- oral communications and commitments, including telephone discussions
- correspondence received through the mail or over the counter
- emails
- Memos
- File notes
- Records of phone conversations, text messages or voice mail
- Records of discussions held and decisions made
- Research material and drafts
- Agreements, Contracts, Leases or Memorandum of Understanding
- Tenders and Quotes
- Expressions of Interest
- Brochures/Newsletters
- Media Releases
- Facebook/Website Posts
- Reports

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Staff shall:

- capture information by ensuring accurate registration into CM in accordance with protocols outlined by the Manager Information Services.
- handle records and information sensibly, with care and respect so as to avoid damage to the records and prolong their life (hardcopy records in particular).
- not alienate, relinquish control over, damage, alter or destroy records of Council without authorisation from the Director Corporate and Community Services.
- access only the official records that they are authorised to access from within CM.
- register information into CM in accordance with protocols outlined by Manager Information Services
- identify vital records in consultation with the Records Officer.

The Local Government Act 1993 specifically addresses the issue of mishandling of Council records by staff.

Contractors and outsourced functions

All records created by contractors performing work on behalf of Lachlan Shire Council belong to Lachlan Shire Council, and are State records under the State Records Act 1998. This includes records of contract staff working on the premises as well as external service providers.

Contracts should clearly state that ownership of records resides with Lachlan Shire Council and instructions regarding creation, management and access to the records created. The Corporate Records Manager should be consulted during the formulation of the contract.

Access to records held by the contractor such as performance of services, information collected from members of the public or information provided to the contractor by Lachlan Shire Council may be subject to access applications under the Government Information (Public Access) Act 2009.

MANAGING RECORDS AND INFORMATION

Records Management Program

The State Records Act 1998, s.12(2) requires that Council maintain a Records Management Program. This program is an organisation wide program that covers the full range of the organisation's records and information including but not limited to the following formats:

- Hardcopy
- Digital
- Image

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- Audio
- E-mail
- Portable media
- Internet and web-based
- Social media

The Records section within the Corporate and Community Services Stream is responsible for providing a corporate records and information management service in conjunction with Information Services and CM.

The objectives of the Records Management Program are to:

- have full and accurate records and information of all Council operations to support ongoing business activities and accountability requirements under the State Records Act 1998 and the Government information (Public Access) Act 2009 GIPA Act.
- ensure that records and information are managed in a compliant EDMS
- have information management systems and practices that comply with the State Records Act 1998 requirements and relevant standards under the Act. These standards would include the standard on digital recordkeeping, standard on counter disaster strategies for records and recordkeeping systems, standard on physical storage of state records and standard on the appraisal and disposal of state records.
- maintain a current Disaster Strategy Plan to ensure that records in all formats and recordkeeping systems and critical data required to reconstitute electronic records are protected. This plan will operate in conjunction with the Business Continuity Plan.
- develop a tactical plan for the overall approach to records and information management that reflects the Council's Community Strategic Plan.
- develop meaningful performance indicators and collect relevant statistics to support the performance indicators for the program.
- monitor records management activities through regular audits to evaluate performance and compliance.

Records Management Systems

Council uses Content Manager (CM) for the management of records and documents (including electronic documents).

Other information systems are used to capture and store records and information such as Authority, server network (S-Drive), GIS and AutoCAD systems.

When purchasing or implementing new systems, an assessment must be undertaken to identify the types of records that will be created or stored within that system and consultation must take place with the Records Officer to determine the appropriate management of those records.

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Document Management Rules

Staff will use CM to capture all substantive official business. Staff are not to maintain individual or separate files or recordkeeping systems or unmanaged electronic repositories for Council records except as otherwise authorised by the Director Corporate and Community Services.

All incoming correspondence and information that require an action or represents Council business will be registered and tasked in CM in accordance with protocols determined by the Director Corporate and Community Services.

The Records Officer is responsible for registration of Council business records and information received:

- by post PO Box 216, Condobolin or 58-64 Molong Street, Condobolin
- to the Council fax number 02 6895 3478
- e-mails received at council@lachlan.nsw.gov.au,
- on-line requests received at <http://www.lachlan.nsw.gov.au>

All formal documents generated within Council, including outwards correspondence, should be immediately registered by staff generating that correspondence in CM and linked to the appropriate classification with a notation on action taken in relation to the document. The Records Officer is not responsible for registering outgoing correspondence.

Staff members who receive Council business related e-mails to their own accounts are responsible for registering those e-mails into CM.

Vital Records

Vital records include records needed to:

- operate Lachlan Shire Council during a disaster
- re-establish Lachlan Shire Council's functions after a disaster
- establish and protect the rights and interests of Lachlan Shire Council, its employees, customers and stakeholders.

Vital records are those records that are essential for the ongoing business of the Council, and without which the Council could not continue to function effectively. The identification and protection of such records is a primary object of records management, risk management and disaster management planning.

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Managing vital records involves:

- identifying and documenting vital records
- finding measures to protect them
- ensuring they are priorities for salvage in a disaster.

Such records may be considered vital only in the short term, or may retain this status indefinitely. These records include original signed copies of agreements, contracts, or leases.

Staff are responsible for identifying and managing vital records in consultation with the Records Officer.

Scanned Records

The Records Management section undertakes the scanning of all incoming correspondence. These images are captured within CM with appropriate metadata stored with each record. Many other business units also undertake the scanning of hardcopy records to meet their business requirements.

Council has an obligation to ensure that all digital records are accessible over time and are kept for as long as required in accordance with approved disposal authorities.

The original of scanned images can be destroyed under certain circumstances and must be done in accordance with approved disposal authorities. Where originals have been destroyed, the digital copy must be retained for the full retention period as required under the relevant disposal authority.

Council disposes of the original of incoming correspondence scanned daily and then stored in a 'day box' in accordance with the disposal policy.

Original records that cannot be destroyed even when digitised include:

- Records that are subject to a Government policy or directive not to be destroyed
- Records that are considered to have intrinsic value e.g. original artworks
- Original proclamations, testimonials and intergovernmental agreements or treaties
- Records that are subject to pending or current legal proceedings or an application for access under legislation such as Government Information (Public Access) Act 2009 should be considered for exclusion from destruction based on a risk assessment of the records that fall into this category.

Records Management staff will follow guidelines issued under the General Retention and Disposal Authority — GA45 Original or source records that have been copied in relation to

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quality control measures for scanned documents and in determining which original records will be destroyed.

Consultation will take place with the relevant section to determine individual needs of the section as they arise in determining which hardcopy records can be destroyed once they have been scanned.

Hardcopy files

Various hard-copy records are maintained by Council. These include files created prior to the introduction of CM in January 2005, such as Development Applications, Personnel Files and Legal Documents. The tactical plan for the overall approach to records and information management under the Records Management Program will develop procedures for the ongoing management of hardcopy files including:

- completeness
- accuracy
- currency
- barcode tracking
- an archives project plan for the appraisal and sentencing of hardcopy documents and files

Contracts and Legal Documents

All original contracts or legal documents must, as soon as practicable after signing, be sent to the Records Officer where:

- the document is scanned
- the image is registered in CM
- the original document is placed on the relevant file within CM and stored in the fire proof safe.

Location and Movement of Records

The current location of digital corporate records and information is controlled through CM. CM has security and classification protocols to ensure that confidential and classified records and information cannot be accessed by unauthorised persons.

Records required by courts or solicitors, must be recorded and issued according to the approved protocol to ensure the information is not lost to Council.

Council Officers who are required to attend court on behalf of Council and need to produce records (photocopies preferred if acceptable) and information require the consent of the

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Director Community Services and Governance before removing records or information from Council.

Hard-copy records prior to the introduction of the CM are controlled through a computerised file tracking system and are held within records storage area. The location of every file must be accurate and up to date in CM at all times. Council Officers moving or transferring files must inform the Records Officer so the tracking system can be kept up to date.

Storage and Security of Records

Under the State Records Act 1998 all physical records must be appropriately stored to ensure that:

- records are protected, secure and accessible for as long as they are required to meet business accountability needs and community expectations
- records of continuing value which will be transferred to State Records control and/or custody as State archives are stored in the best conditions possible
- records are stored in the most cost-effective manner possible
- legal documents (eg. leases, contracts, deeds, certificates of title, licences, etc) are to be scanned and registered into CM. The original documents are stored in the Fire Proof Safe
- unauthorised alteration, removal, distribution or destruction of Council records is prohibited
- all electronic records must be backed up systematically at appropriate intervals
- the management of storage facilities on-site and off-site is the responsibility of the Director of Community Services and Governance.

Archiving, Disposal and Destruction of Records

Archival appraisal and disposal of records has central place in the records management program for public offices. It is important to make sound decisions about how long to retain records and when to dispose of them.

Local government business records are governed by a specific disposal authority that has been approved under the State Records Act 1998, GA39 - General retention and disposal authority: Local Government Records

No business records should be destroyed without the approval of the Director Corporate and Community Services. A list of records destroyed is to be retained in CM.

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Disposal of Digitised Records

When records have been digitised, the original record must be kept for an agreed time period for quality control purposes. This will depend on the type of record and will be agreed upon in conjunction with the section responsible for a particular record class.

Where routine scanning is undertaken by various sections, the original documents may be disposed of by those sections, however discussion must be held with the Records Officer prior to this occurring and all scanning and disposal must be undertaken in accordance with this policy and related guidelines.

Digital records that have been created by way of scanning must be kept for as long as the original paper copy would have been kept for, in accordance with the relevant approved disposal authorities.

Disposal of Physical Records

Disposal of hardcopy records or files is not to be undertaken without approval and is the responsibility of the Records Officer.

All destruction undertaken by the Records Management Section will be done in accordance with approval disposal authorities. Records may be kept for longer if required for administrative, fiscal, legal or historical reasons.

All records due for destruction will be documented on the approved Records Disposal Authorisation Form and approval will be obtained by the relevant Manager prior to any destruction taking place.

Disposal of 'Day Boxes'

Council scans and registers incoming correspondence into CM daily, then stores the original documents in a 'Day Box'. Day boxes are retained for a period of six months for quality control purposes consistent with GA45. Day boxes are securely disposed of after six month consistent with GA39.

Day boxes are retained and disposed in accordance with the protocol for retention and disposal of day boxes. Day boxes held in archive prior to the implementation of this policy are retrieved, sample audited for quality control and authorised for destruction in accordance with the protocol for retention and disposal of day boxes.

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RECORDS MANAGEMENT POLICY

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ACCESS TO COUNCIL RECORDS AND INFORMATION

The Director Corporate and Community Services as Public Officer is deemed responsible for the keeping of full and accurate records, compliance with NSW State recordkeeping standards and internal practices.

The public will not be permitted access to the Records Management Section, store rooms or staff work areas.

The Ombudsman Act provides for access to Council's records associated with an investigation by the Ombudsman in relation to a complaint against the Council.

These requests shall be referred to the Director Corporate and Community Services for consideration on receipt and registration.

No record of Lachlan Shire Council is to be removed or temporarily removed by any Councillor or Staff member without having first obtained the consent of the General Manager or Director Community Services and Governance. The exceptions are those records required for on-site inspections or those required in the normal course of duty and the Records Management section has been advised accordingly.

The Director Corporate and Community Services is to be notified whenever any physical records or information need to be sent outside the organisation, i.e. to Council's solicitors.

DEFINITIONS

The definitions used in this policy are derived from those in the State Records Act 1998.

Administrative Value

The value of a record for the conduct and future administrative business.

Archives

Those records which are no longer required for current use, but have been selected for permanent retention because of their evidential or informational value.

Classification

Systematic identification and arrangement of business activities and/or records into categories according to logically structured conventions, methods and procedural rules presented in a classification system.

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Disaster Planning

A document that sets out the measures to be taken to minimise the risks and effects of disasters.

Disposal Schedule

A systematic listing of records created by an organisation that plans the life of these records from the time of their creation to their disposal.

Documents

The smallest complete unit of recorded material which is accumulated to form a file.

Electronic/Digital Records

Records communicated and maintained by means of electronic equipment.

Evidential Value

The value for providing evidence of the origins, structure, function, policies and operations of the agency or person that created the records.

Information Value

The value for reference or research deriving from the information the records contain. Records and archives often contain information that has reference or research uses not envisaged by their creators.

Legal Documents

Original legal documents, i.e. leases, contracts, licences, deeds, certificates of title, etc.

Record

Documents created and kept as evidence of agency or individual functions, activities and transactions. To be considered evidence a record must possess content, structure and context, and be part of a recordkeeping system. A record can be a document (including any written or printed material, email) or object (including sound recording, coded storage device, magnetic tape or disk, microfilm, photograph, film, map, plan or model, painting or other pictorial or graphic work) that is, or has been kept by reason of any information or matter that it contains or can be obtained from it by reason of its connection with any event, person, circumstance or thing.

State Records

"Any records made and kept or received and kept, by any person in the course of the exercise of official functions in a public office, or for any purpose of a public office, or for the use of a public office...." (State Records Act 1998).

Vital Records

Further Information: Manager Information Services ☎ 208 ✉ Email: it@lachlan.nsw.gov.au				Page 12 of 13
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RECORDS MANAGEMENT POLICY

CSG017

Those records that are essential for the ongoing business of an agency, and without which the agency could not continue to function effectively

Greg Tory

GENERAL MANAGER

/ /

Further Information: Manager Information Services ☎ 208 ✉ Email: it@lachlan.nsw.gov.au				Page 13 of 13
Version: 2.0	Commencement Date: Sept 2015	Last Review Date: January 2020	Next Review Date: January 2022	CM No. D15/137906

8.2 2018-2023 IT STRATEGIC PLAN UPDATE

TRIM Number: R20/44

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.

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.

FINANCIAL AND RESOURCE IMPLICATIONS

Details of updated operating and capital works expenditure from 2020/2021 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 technological does not drive efficiencies in service delivery.

STAKEHOLDER CONSULTATION

IT team.

OPTIONS

This report is for information purposes only.

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 technological improvements and achievements

ATTACHMENTS

1. IT Strategic Plan Update [↓](#)

RECOMMENDATION

That;

- (i) The Director Corporate and Community Services Report No R20/44 be received and noted.

IT Strategic Plan 2018 – 2023

Lachlan Shire Council

Adopted 29 August 2018

Updated 12 March 2020



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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.

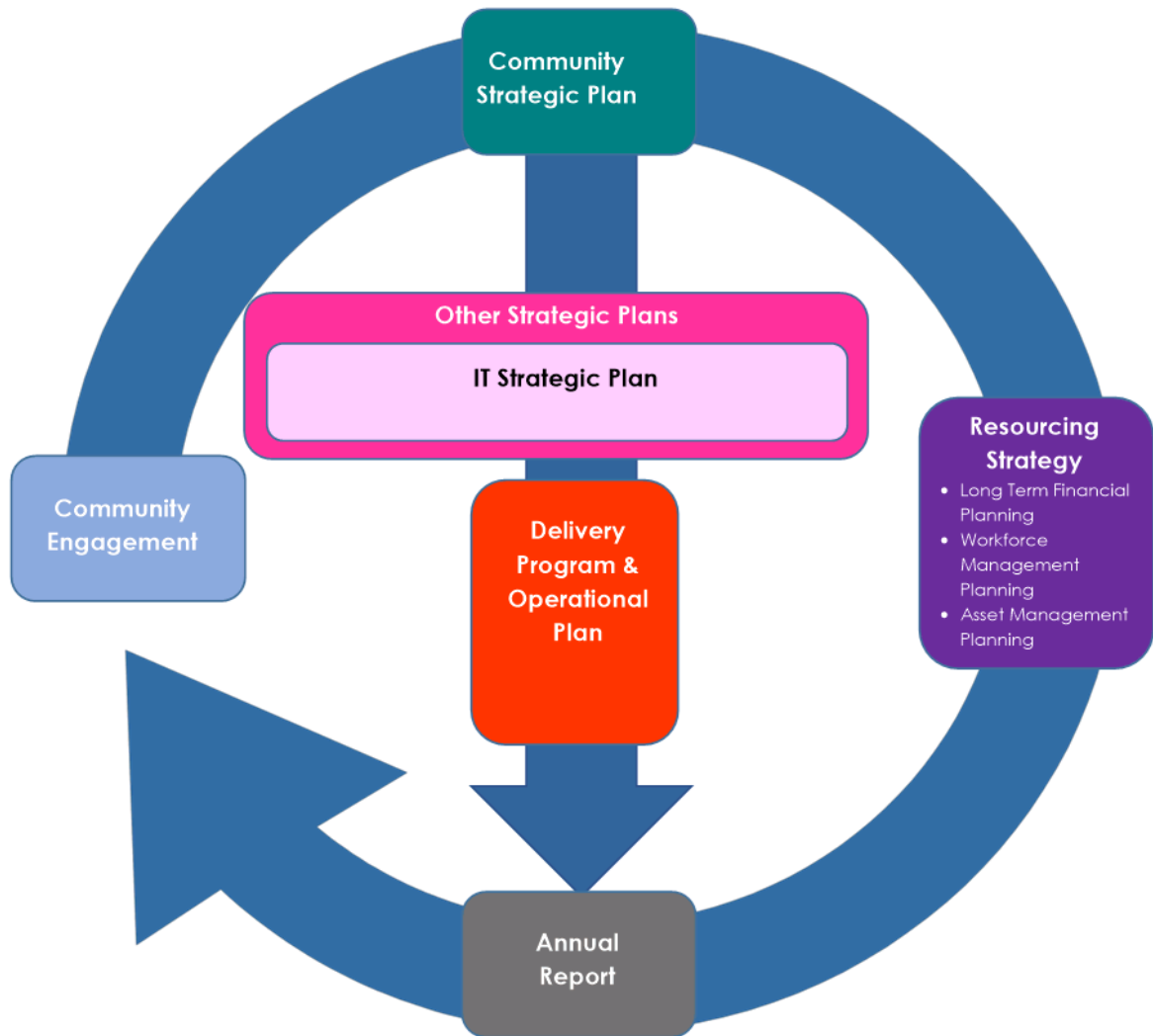
A number of consultation sessions with key staff have been undertaken to determine both their existing IT needs and also their future work plans where new and innovative ways of working will require a strong IT system, comprising infrastructure, software applications and policies and procedures to support 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 with support from a Corporate Support Officer and external contractors as required.

Name of contractor	Support levels	Job No	Annual cost
Hitech Support	Available 8am – 5pm and Weekend on Request	3140.355	\$12,800

Service Management

Council currently has a Service Request Management system that is not fully utilised by Council staff. Reimplementation of the system had been planned for mid-2018. This system when implemented will allow logging of incidents and improve 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 2020
				2018-19	2019-20	2020-21	2021-22	2022-23	
Develop IT strategic plan		Internal resources	2 months	July/August					IT Strategic Plan and reviewed March 2020
Review and update IT policies and procedures		Internal resources	2 months	August/September	Annually	Annually	Annually		Policies reviewed February & March 2020, Minor changes to be made after Cyber Security Audit April 2020
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 2020
				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, Technical Officer went to LG IT conference in November 2019, IS manager went to Civica Exchange in February 2020.
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 2020
				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
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 IT meetings, currently in the process of conducting Cyber Security Audit with other JROC Councils so reduce costs, Staff attend Authority SIG Meetings regularly.

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 100 Personal Computers (PCs) running a mixture of Windows 10 and Windows 7 Enterprise 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.

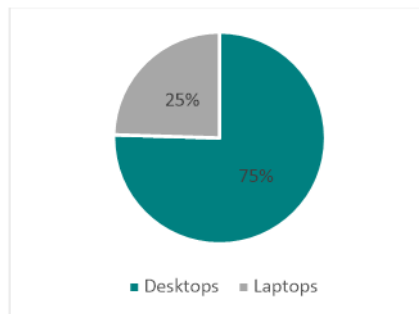


Figure 1: Distribution of Desktops and Laptops throughout Lachlan Shire Council's Network

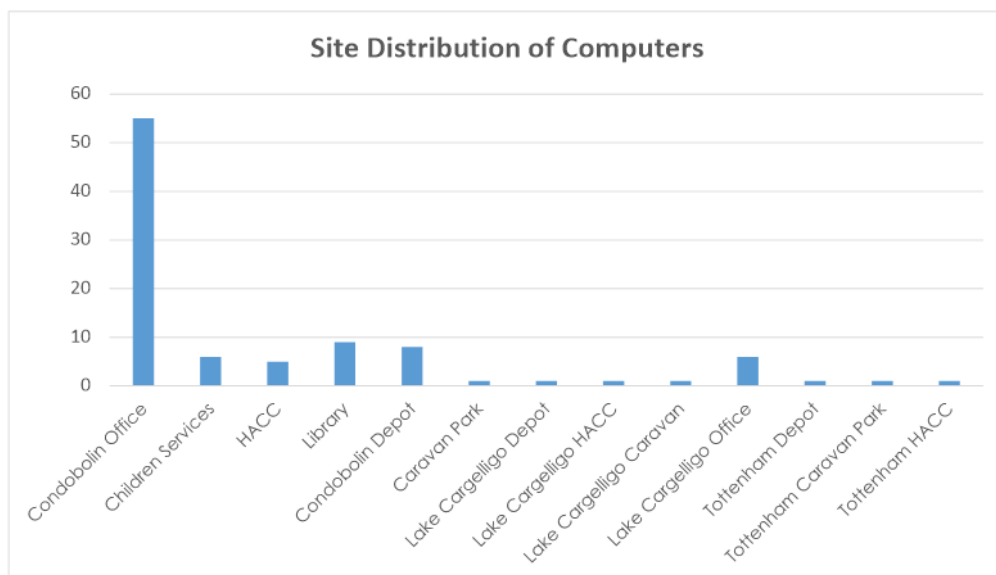


Figure 2: Distribution of Computers throughout Lachlan Shire Council's Network

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 running Windows 7 – Asset Management
- XSLATE B10 rugged tablet for Weeds and Asset Management

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 Computing 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 2020
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	2015	Server Room	8X4TB 7.2K	CCTV Software	2021	No Progress
Dell PowerEdge R720XD Server	2013	Server Room	6X3TB 7.2K	CCTV Software	2019	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.

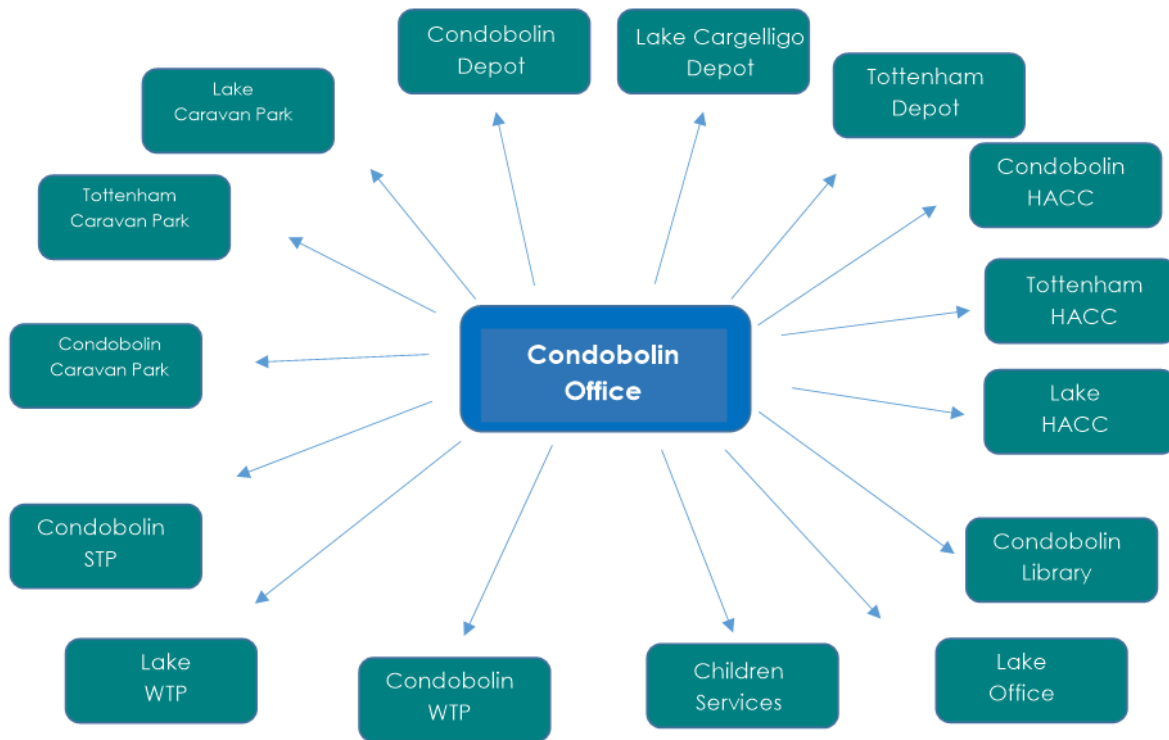
In terms of data storage capacity, 75 terabytes of network storage capacity is installed in DC1 and 25 Terabytes capacity in DC2. Data that is deemed important is replicated automatically between DC1 and DC2.

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 2020 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 two years, slow ADSL speeds have affected the level of service provided to Council employees at remote sites. The introduction of the NBN in Condobolin, Lake Cargelligo and Tottenham should provide a more stable connection and therefore improve the level of service provided to Lachlan Shire Staff.

Printing, Scanning and Fax

New 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.

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	2020	\$1000
HP LaserJet 400	HP	2016	2020	\$1000
HP LaserJet 400	HP	2016	2020	\$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.

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 2014 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.

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. Council has recently implemented 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 IT 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 2020
				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				July 2022		30% due to be replaced in 20/21 Financial year, the rest to be completed in 21/22 Financial year to be in line with warranty periods
Upgrade Photocopier Fleet (leased replace 2021)		In operating budget	4 years			May 2021			New photocopier contract to be advertised in January 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		February 2020	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 202. 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. See additional Infrastructure Projects for new project description
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 2020
				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			New Project
Replace CCTV Server and network infrastructure	W2980.385	\$38,000	2 years		June 2020	June 2021			New Project
Rollout new ipads for new term of Councillors	3020.375	\$10,000	6 months			September 2020			New Project
Purchase new projectors for Council Meeting rooms including Council Chambers & Committee Room	W920.385	\$5,000	1 year			September 2020			New Project
Replace existing firewalls that have become end of life	3140.355	\$3,000	1 year			July 2020			New Project
Install Cell Fi units in all Council Vehicles to boost mobile coverage available	Costed to individual Plant Nos		6 months			July 2020			New Project
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						New Project

Costs					
Job No	2018-19	2019-20	2020-21	2021-22	2022-23
3140.355	\$2,000		\$3,000		\$10,000
W922.385	\$15,000		\$20,000		\$15,000
W924.385		\$110,000	\$40,000		
W920.385			\$43,000	\$60,000	
W2980.385		\$38,000	\$38,000		
New WO			\$15,000		
Total	\$17,000	\$148,000	\$159,000	\$60,000	\$25,000

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	\$67,700	Annual	September 2020
Trim	Electronic Document and Records Management System	3140.355	Information	\$8,830	Annual	June 2020
Microsoft Licencing	Provides suite of Microsoft Products		Data #3		Annual	September 2020
		3140.355		\$45,937		
	Other Microsoft licensing (External sites) costs	W92.263		\$5,160		
		W94.263		\$1,145		
		W93.263		\$1,145		
		W88.263		\$2,291		
		W1060.263		\$1,145		
		W145.263		\$1,718		
		W53.263		\$5,154		
		W54.263		\$3,435		
		W1705.263		\$573		
		W683.285		\$1,145		
		W74.263		\$573		
		W75.263		\$573		
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 2021
FME	GIS Script			\$858		December 2020
Internet / Website	Externally hosted public information system	3140.355	WEB123	\$1,100	Annual	March 2020
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 2020
	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 2020
		W74.263		\$1,950		
		W75.263		\$1,950		
Libero	Library Management System		Insight Informatics	\$20,553	Annual	July 2020
		W53.263		\$7,600		
		W54.263		\$7,600		
Sysaid	Service Request & Knowledge Management System	3140.355	Sysaid	\$4,900	Annual	May 2020
InfoCouncil	Council Business Paper Management System	3140.355	Infosphere	\$5,300	Annual	July 2020
Big Tin Can Hub	Provides Councillors access to Business Papers via Mobile devices	3140.355	Task Exchange	\$6,000	Annual	April 2020
Fulcrum	Asset Management Capture Application for mobile and desktop devices	3200.370	Spatial Networks Incorporated	\$1,000	Monthly	June 2020
Roam	Weeds Management Capture Application for mobile and desktop devices	W144.192	Chartis Technology	\$5,500	Annual	October 2020
Authority BIS	Authority BIS allows for quick and easy analysis of data from Council's Corporate System	3140.355	Civica	\$6,100	Annual	July 2020
Redman Solutions Email Archiving	Email Archiving Software	3140.355	Redman Solutions	\$1,300	Annual	June 2020
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 2020
Exclaimer	Email Signature Deployment	3140.355	Task Exchange	\$340	Annual	March 2020
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 2020
Nuance PowerPDF	PDF editing software	3140.355	Nuance	\$250	Annual	February 2021
Civilcad	Design and documentation solution for civil engineering		Civil Survey Solutions	\$6,550	Annual	February 2021
Autocad			Civil Survey Solutions	\$550	Annual	February 2021
Manage Engine MDM	Mobile Device Management System	3140.355	Manage Engine	\$5,000	Annual	October 2020
OP Manager		3140.355	Manage Engine	\$930	Annual	January 2021
ELMO	Online HR and recruitment software (still to be implemented)	3140.355	ELMO Solutions	Still to be confirmed	Annual	To confirm
Webroot	Antivirus Software	3140.355	Webroot	\$3500	Annual	June 2020
TOTAL		3140.355		\$170445.00		

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 2020
				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	3140.355	Ongoing			November 2020		November 2022	Civica Authority 7.1 Upgrade scheduled for December 2020. Project has commenced
Conduct a Health Check of all modules	\$20,000	3140.355	3 months	October 2018		April 2021			No Progress, this will be reevaluated after the implementation of Authority 7.1
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			Put on hold until Authority 7.1 upgrade complete
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. Currently investigating upgrading to BIS7 and rates view
Implement Online timesheets for all staff	\$25,000	3140.355	2 years (depending on availability)	Ongoing	May 2020				Product not currently available. Due to be rereleased in April 2020
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, Council hasn't progressed with an integrated Asset Management System yet.
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 2019	\$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			No progress, investigated options in 2018, no project management software chosen at that stage, currently in the process of reinvestigating options
Records Management:									
Upgrade to Trim Content Manager V9	\$29,000	3140.355		December 2018			December 21		Upgraded February 2019

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 2020
Implement Authority E-Services which includes a portal for customers for Rates, Water, Development Application, Customer Request self service	\$12,000	3140.356					December 2021		New Project
Implement Authority Actus App which allows Customer Requests, Applications, Registers tasks to be opened, actioned and completed in the field	\$17,000	3140.356					September 2021		New Project
Upgrade Council's website, Integrated Staff Intranet & Community Engagement Software	\$50,000	New WO				March 2021			New Project
Implement Authority Accounts Payable Workflow module	\$27,000	3140.356					March 2022		New Project

Job No	2018-19	2019-20	2020-21	2021-22	2022-23
3140.355	\$116,000	\$87,000	\$174,000	\$108,000	\$32,000
3140.356				\$56,000	
3200.361		\$50,000	\$50,000		
New WO			\$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*
- *Implement technology at library services to allow membership cards to be used for payment for printing and internet usage.*

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 and Security

Business continuity and information security represent two 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.

Although Council has not had to deal with a large scale disaster or security event recently, power outages have demonstrated the potential impact these events are likely to have.

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 2020
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 2020.
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 are due to be 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. In the process of purchasing hardware, solution due to be completed July 2020
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,
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.

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 2020
Purchase 4G DLink modems which will allow Council to failover to 4G network in case of NBN Failure	\$1,600	3140.355				July 2020			
Purchase and configure additional firewall for easy DR recovery at Councils Depot	\$6,500	3140.355	1 year			July 2020			
Install Internet NBN Connection into Condobolin Depot	\$1,200 per year	3140.355	Ongoing			Ongoing	Ongoing	Ongoing	
Purchase external Hard Drives to weekly offline backups	\$3,600	3140.355				July 2020			

Costs					
	2018/19	2019/20	2020/21	2021/22	2022/23
3140.355	\$10,000	\$35,000	\$12,900	\$1,200	\$1,200
W922.385			\$20,000		
Total	\$10,000	\$35,000	\$32,900	\$1,200	\$1,200

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	\$292,445.00	\$226,445
3100.310	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
3140.356				\$56,000	
3020.375			\$10,000		
W920.385			\$43,000	\$60,000	
W922.385	\$15,000		\$40,000		\$25,000
W924.385		\$100,000.00	\$40,000		
W2980.385			\$15,000		
New WO Cell Fi WO			\$15,000		
New WO Website / Intranet WO			\$50,000		
Additional Software costs	\$74,236	\$74,236	\$74,236	\$74,236	\$74,236
TOTAL IT Expenditure	\$406,481	\$485,481	\$592,145	\$488,681	\$331,681

8.3 DONATION REQUESTS

TRIM Number: R20/45

Author: Administration Officer - Corporate & Community Services

PURPOSE

Council is asked to consider requests for monetary and in kind support for community events to be held in the 2019/2020 financial year.

SUPPORTING INFORMATION

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

BACKGROUND

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

ISSUES AND COMMENTS

1. Serena Richards has requested a donation of \$850 to support Brianna Richards in representing in the Australian Budgies Indigenous team at the upcoming Southport Carra Netball Association on the Gold Coast from the 13th to the 21st of April 2020. This donation will be used to support accommodation costs.
2. Kristi Hoskins has requested a donation of \$1,500 to support her daughter Danielle Hoskins in representing the Australian Budgies Indigenous team at the upcoming Southport Carra Netball Association on the Gold Coast from the 13th to the 21st of April 2020. This donation will be used to support travel and accommodation costs.

I. Danielle Hoskins has previously received a \$500 donation in December 2019 to attend the NSW under 18s Indigenous School girl's netball tournament in January 2020.

II.

FINANCIAL AND RESOURCE IMPLICATIONS

A provision was made in the FY2019/2020 budget to provide cash and in kind support for Community events.

Community events cash donations has a balance remaining of \$20,000.

Elected members cash donations has a balance remaining of \$6,645.

The in-kind support budget has no budget remaining. For the year to date, it is \$9,050 overspent.

Rates donations has no budget remaining. For the year to date, it is \$1,700 overspent.

Attachment 3 is a spreadsheet showing donations approved and the budgets remaining for FY2019/20.

It might be prudent for Council to consider reducing the amount of support it is prepared to approve for all or some of the requests. In order to provide assistance to as many organisations as possible within the limited budget, Council may choose to limit support to one occasion per year per organisation.

LEGAL IMPLICATIONS

There are no legal implications identified.

RISK IMPLICATIONS

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

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

1. Council approve the requests to be funded from the 2019/2020 Budget; or
2. Council can vary the amount of funding to be provided to some or all of the requests; or
3. Council can chose not to approve all or any of the requests.

CONCLUSION

Council is required to determine if any of the above donation requests will be funded and if approved, specify the amount of funding to be provided. Please note due to the Coronavirus (COVID-19) outbreak and subsequent cancellation of many events, before any approved donation is paid, the event status will be checked by Council officers.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.7.3 Council's decision making is equitable and ethical.

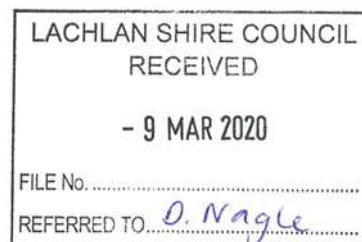
ATTACHMENTS

1. **Brianna Richards Donation Request** [↓](#)
2. **Danielle Hoskins Donation Request** [↓](#)
3. **Donations YTD 180320** [↓](#)

RECOMMENDATION

That:

1. The Director Corporate & Community Services Report No. R20/45 be received and noted.
2. Council determine the amount of any donation it wishes to provide to those listed below:
 - (a) \$850 to support Brianna Richards
 - (b) \$1,500 to support Danielle HoskinsAND
3. Due to Coronavirus (COVID-19) outbreak and the subsequent cancellation of many events, all donations approved are subject to the event going ahead.



4th March 2020

General Manager
Lachlan Shire Council

I am writing on behalf of my daughter, Brianna Richards, who has been successful in gaining a position to play netball in the Australian Budgies Indigenous Netball team.

The tournament will be held at Southport Carrara Netball Association on the Gold Coast from 13th April 2020 to 21st April 2020.

As this is an International Netball Festival, teams will be competing from Australia as well as international teams.

Brianna has previously played for the NSW Echidnas Indigenous Netball team and from that tournament, she has gained a place in this Australian Budgies Indigenous team.

She was also apart of the winning opens A grade netball team that won the Condobolin Netball Association Netball competition for 2019.

Brianna played netball in the Northern Riverina Netball League in 2019 with Lake Cargelligo and will continue to play again in 2020.

Brianna is very passionate about playing netball and enjoys the challenge and representing her community and culture.

We would appreciate any kind of assistance you would be in a position to help with to support Brianna attend this competition.

Your Sincerely


Serena Richards

Mobile: 0476303922

Email: serenarichards18@yahoo.com



Your Genius membership has been temporarily suspended

We've noticed that you've booked with an invalid credit card or made an unauthorized credit card recharge for a booking that should have been charged/was subject to cancellation fees. [Read more](#)

Booking.com

Booking confirmation

CONFIRMATION NUMBER: **3313.038.523**

PIN CODE: **8694**



Silvershore Apartments on the Broadwater

Address: 430 Marine Parade, Biggera Waters, Biggera Waters, 4216 Gold Coast, Australia

Phone: +61 7 5500 2000

GPS coordinates: S 027° 56.175, E 153° 24.355

CHECK-IN

13

APRIL

Monday

☉ 14:00 - 21:00

CHECK-OUT

21

APRIL

Tuesday

☉ until 10:00

ROOMS NIGHTS

1 / 8

YOUR GROUP
2 adults, 2 children (12 and 10 years old)

PRICE

1 apartment
10 % VAT

AUD 1,536.36
AUD 153.64

Price

(for 4 guests)

AUD 1,690

The final price shown is the amount you will pay to the property.

Booking.com does not charge guests any reservation, administration or other fees.

Your card issuer may charge you a foreign transaction fee.

Payment information

Silvershore Apartments on the Broadwater handles all payments.

This property accepts the following forms of payment: Visa, Mastercard

Additional information

Please note that additional supplements (e.g. extra bed) are not added in this total.

If you cancel, applicable taxes may still be charged by the property.

If you don't show up at this booking, and you don't cancel beforehand, the property is liable to charge you the full reservation amount.

Please remember to read the **Important information** below, as this may contain important details not mentioned here.

Want to know more about payment?

Read our [Frequently Asked Questions](#) about how and when to pay.

Standard Two-Bedroom Apartment

Guest name: SERRENA RICHARDS

Number of guests: 2 adults, 2 children (12 and 10 years old)

Meal Plan: There is no meal included in the rate for this apartment.

Prepayment: No prepayment is needed.

Private bathroom • Balcony • Garden view • Free toiletries • Inner courtyard view • Air conditioning • Kitchen • Washing Machine • Toilet • Sofa • Bath or Shower • Towels • Linen • Socket near the bed • Tile/Marble floor • Seating Area • TV • Refrigerator • Ironing Facilities • Tea/Coffee Maker • Iron • Radio • Microwave • Heating • Flat-screen TV • Hairdryer • Kitchenware • DVD Player • Towels/Sheets (extra fee) • CD Player • Carpeted • Electric kettle • Outdoor furniture • Outdoor dining area • Dishwasher • Patio • Cable Channels • Alarm clock • Tumble dryer • Wardrobe or closet • Oven • Stovetop • Toaster • Dining area • Dining table • Entire unit located on ground floor • Upper floors accessible by elevator • Private apartment in building • Clothes rack • Drying rack for clothing • Toilet paper

Cancellation cost:
until 5 April 2020 23:59 [AEST]: AUD 0
from 6 April 2020 00:00 [AEST]: AUD 1,690
Changing the dates of your stay is not possible

2/19/2020

(2) Players selected to represent Budgies Netball at... - Budgies Indigenous Junior Netball

Search



Budgies Indigenous Junior Netball
January 25 at 8:15 AM

Players selected to represent Budgies Netball at various carnivals during 2020. Please complete this survey to provide contact details - <https://forms.gle/rEFbYEqLaWUu7Au16>

18s International Schoolgirls team to compete against other countries in May (information for this will take a few weeks as we are waiting on details from the organisers)

- Ella Blackman
- Savanna Beale
- Isabella Wiggins
- Bailee Whitehouse
- Elisa Niki
- Keomi Ross
- AKira Barlow
- Chelsea Dodd
- Jayden Molo
- Shianne Barlow
- Renee Cubby
- Marzanna Churchill

12 and 13 years team to compete in National Schoolgirls Championships in Sydney in September 2020

- Maya Wauchope
- Taliyah Trewlynn
- Demi Holloway
- Ashley Blackman
- Jaliriah Glenbar
- Rhiannah Brown
- Keneisha Lockwood
- Taylah Henry
- Sophie Springer
- K'lami Wilson
- Takoda Johnson
- Tia Molo

The following players will compete in either the April carnival or the July carnival at the Gold Coast in Qld. Players will have the choice of either carnival.

- April carnival link - <https://www.internationalnetballfestivals.com/gold-coast>
- July carnival link - <http://netball.world-sport.com.au/>

18s

- Simahli Pillips
- Poppy Sandilands
- Sophie Bone
- Hannah Carroll
- Janaia Donovan
- Brianna Richards
- Jasmine Baxter-Saunders
- Tyrah Willington
- Danni Hoskins
- Mattarley Kelly-Scholes
- Boesha Moore-Reid
- Emily Gardner
- Hannah Fraser
- Keelie Wilson
- Maddison Cooke
- Maddison Heywood
- Mikaela Jackson
- Natasha Sherriff
- Paccee Dempsey
- Rannieta Lind
- Samantha Dix
- Stella Ahkit-Burgoyne
- Annie Coffey
- Ashanti Bush

16s

- Hayley GoSam-Henny
- Shalana Cox
- Aneeka Pailly



See All

English (US) · 中文(简体) · 한국어 · Español · Português (Brasil)

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Facebook © 2020

Toyota Kluger Quote

From: Hertz Parkes (parkes@go2investments.com.au)

To: serenarichards18@yahoo.com

Date: Thursday, 5 March 2020, 11:45 am AEDT

Hi there,

Toyota Kluger (7 seater)

10 Day hire- \$897.05 from 13/04/20 to 22/04/20

This rate includes 200kms free per day with extra kms charged at .25c per km (Incl GST)

- 1800kms free for 10 days.

All vehicles are insured however have an excess of \$5500.00. This can be reduced to \$0 excess with an additional charger of \$50.00 per day (Incl GST)

- \$500.00 for 10 days.

Total- \$1,597.00

(total hire, bond and ins)

There is a \$200.00 BOND that we take on top of the rental for security reasons, such as extra kms and fuel. All vehicles are full of fuel when they are put out on rent and we just ask for them to be returned with a full tank of fuel, if not an additional charge will be added to the rental of \$3.00 per Litre.

thanks,

Elizabeth Wythes

Hertz Parkes | GO2 Investments

325 Clarinda St

Parkes NSW 2870

P: 02 6862 4122

parkes@go2investments.com.au

Message protected by MailGuard: e-mail anti-virus, anti-spam and content filtering.

<http://www.mailguard.com.au/mg>



LACHLAN SHIRE COUNCIL

Donations Policy GEN006 – Requests over \$1,000 only

FUNDING APPLICATION FORM

Please read the policy carefully before completing this application form, as applications that do not meet the stated funding criteria may be deemed ineligible. Should you require assistance or advice in completing the application form, please contact Council on (02) 6895 1900.

PART A - Applicant Details	
Name of group/organisation: <u>Danielle Hoskins</u>	
Postal Address: <u>34 Craft Crescent, Condobolin NSW 2877</u>	
Contact Person: <u>Kristi Hoskins</u>	Position in group/organisation: <u>Mother</u>
Telephone:	Mobile: <u>0448795666</u>
Fax:	Email: <u>kristihoskins678@gmail.com</u>
Is your organisation incorporated?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does your organisation have an ABN?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
ABN:.....	
Does your organisation have Public Liability Insurance?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please attach a valid <u>Certificate of Currency</u> .	

PART B – Project Details (please attach extra pages if insufficient space is provided)	
Project Title: <u>Budgies Indigenous Schoolgirls Netball</u>	
Project Location: <u>Southport Carrara Netball Association, Gold Coast QLD</u>	
Proposed Start Date: <u>13th April 2020</u>	Proposed End Date: <u>21st April 2020</u>

Summary of Project.

This Budgies Indigenous Schoolgirls Netball team will play at the 2020 International Netball against teams from Australia and Internationally. As it is a Schoolgirls competition, this will be Danielle's final competition as she is in Year 12 this year.

Briefly summarise what your organisation does i.e. its mission.

Danielle hopes to learn new netball skills to bring home to Condobolin and to showcase everything she has learnt, And hopefully show the younger girls in the community and give them the skills needed to play netball.

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: council@lachlan.nsw.gov.au				Page 1 of 3
Version: 3	Commencement Date: 2007	Last Review Date: 23 November 2016	Next Review Date: August 2017	TRIM No. D19/08746



LACHLAN SHIRE COUNCIL

Donations Policy GEN006 – Requests over \$1,000 only

FUNDING APPLICATION FORM

How will this project benefit the local community?

It will be benefit our community as Danielle is a great role model for the younger kids as well as girls her own age. She can teach the younger kids the new skills she learns.

Please estimate the number of participants and/or spectators in your project.

Danielle Hoskins - Budgies School girls Team member, myself and Danielle's 4 siblings = 6 people in total.

How will the success of the project be evaluated by your organisation?

It will be a great experience for Danielle to compete and this will only further her netball skills for when she continues to play netball once she leaves school.

How will your organisation acknowledge the financial contribution from Council?

Word of mouth, Official Thank You Letter

Please outline how your organisation will manage this project.

It will be managed by having accommodation, registration for Danielle and travel for Danielle to compete at this tournament to be paid in full.

PART C – Funding Sources	
Has your organisation received funding assistance from Council before?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If Yes, in which financial year did your organisation last receive funding:	2019 2020

Please provide details of any funding sought from other sources for this project.

Funding Source	Amount	Secured (Yes or No)
Wiradjuri Condobolin Corporation	\$250	No
Self Funding	\$200	Yes

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: council@lachlan.nsw.gov.au				Page 2 of 3
Version: 3	Commencement Date: 2007	Last Review Date: 23 November 2016	Next Review Date: August 2017	TRIM No. D19/08746



LACHLAN SHIRE COUNCIL

Donations Policy GEN006 – Requests over \$1,000 only

FUNDING APPLICATION FORM

Please outline how your organisation intends to manage and be accountable for the funds allocated, should your submission be successful.

The funds will be used to pay for Danielle's registration and uniform fee. Also it will be used for accommodation and travel costs to travel and stay at the Gold Coast.

PART D – Project Budget

Please provide a detailed budget for your project. It is important that you clearly identify expenses by type and that every effort is made to reasonably estimate the level of income expected from sources such as entrance fees and sponsorship.

Is project budget attached before?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Project Budget Summary:		Amount	
Cash contributed by your organisation:		\$ 200	
Cash from other sources:		\$ —	
In kind contribution, approximate value e.g. Volunteer		\$ 250	
Amount requested from Lachlan Shire Council		\$ 1,500	
Total Cost of Project:		\$ 3,300	

Authorisation:

I, Kristi Hoskins (print name) certify that this application for funding was approved by the management committee of this organisation on 11th March 2020 (insert Date).

<u>Kristi Hoskins</u> (Signed)	<u>11/3/20</u> (Date)
-----------------------------------	--------------------------

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: council@lachlan.nsw.gov.au			Page 3 of 3
Version: 3	Commencement Date: 2007	Last Review Date: 23 November 2016	Next Review Date: August 2017
			TRIM No. D19/08746

2019/20 DONATIONS BUDGET
AS AT 18/03/2020

Organisation/Individual	Annual Budget for Special Events - In kind	Annual Budget for Community Events - specified donations & contributions	Amount paid for Community Events - specified donations & contributions	General donations - elected members	Rates/water - elected members	Community Events - general	Special Events-In kind support only	Donation Purpose
Annual Budget				\$ 28,110	\$ 6,360	\$ 26,000	\$ 64,820	
Condoobin Sports Club			\$200					Annual Bowls Competition
Catholic Care: Wilkannia-Forbes			\$90					SIRA Hall fire fee waiver movie night-7 July 2019 (NAIDOC week). Not for profit rate
Hope Church Condoobin			\$360					Hall fire fee waiver for 4 movie nights - Not for profit rate - 3 August to 31 December 2019
Tasiera Aboriginal Corporation					\$606			Rates &/or annual charges-August 2019 meeting
Country Womens Association - Tullidgeal					\$828			Rates &/or annual charges-August 2019 meeting
Uniting Church Tullidgeal					\$385			Rates &/or annual charges-August 2019 meeting
Anglican Church of Australia - Albert					\$128			Rates &/or annual charges-August 2019 meeting
Anglican Church of Australia - Tullidgeal					\$96			Rates &/or annual charges-August 2019 meeting
Roman Catholic Church - Burrier					\$128			Rates &/or annual charges-August 2019 meeting
Roman Catholic Church- Tullidgeal					\$385			Rates &/or annual charges-August 2019 meeting
Roman Catholic Church Trustless -Totterham					\$1,091			Rates &/or annual charges-August 2019 meeting
Totterham Youth centre					\$2,058			Under investigation-may have to be revised
Totterham CWA					\$960			Rates &/or annual charges-December 2019 meeting
Rotary Club Condoobin					\$1,315			Rates &/or annual charges- Christmas carol
Lake Cargelligo Fishermans			\$1,000					2019 event 18-20 October
West Milby Rofco & Gymkhana			\$1,000					Event-18/10/19
Totterham Bowling Club			\$1,000					Event-October 20 19 long weekends
Lake Cargelligo Rotary			\$1,000					2019 Christmas carol
Wiradjuri Condoobin Corporation			\$1,000					Skyfest
Central West Farming			\$600					Partial contribution towards signs
Condoobin Sports Club			\$1,000					Novamarket sponsorship
Condoobin Sports Promotion - Condo 750						\$5,000		Cash sponsorship
Totterham Swimming Club			\$600					Swimming carnival
Norris Track			\$950					Trike & Rail museum
D Hoastine			\$600					Sport representative support
Tullidgeal Pool Committee (Progress association)			\$600				\$1,011	Christmas event & carols in the park
Condoobin RSL Pipe Band			\$5,000					2020 Tattoo
Condoobin Clay Target			\$1,000					Condo Classic Championships Shoot to be held on 1 March 2020
CWA Oakey Group			\$300					Oakey Group Junior Public Speaking Competition to be held in Forbes in May 2020.
Catholic Care: Wilkannia-Forbes			\$300					Donation for sand and soil to be used for a Mens Shed Garden.
Lake Cargelligo Arts and Crafts Society Inc.			\$1,000					Blue Waters Arts and Crafts Exhibition to be held on the 16-18 October 2020.
Condoobin Chamber of Commerce			\$600					Shop Condo at Christmas
Donations - NAIDOC week		\$1,410	\$450					
Murrin Bridge Programs & Events		\$20,440						
Western Plains Regional Development		\$52,220	\$61,100					
Lower Lachlan Community Services		\$62,220	\$62,220					
Totterham Welfare Council		\$4,000	\$4,000					
Tullidgeal Progress Association		\$4,000						
Lake Cargelligo Community Gym		\$7,500						
Tullidgeal Pool operations		\$70,950	\$25,000					
Tullidgeal School				\$100				Academic & sporting awards event
Totterham School				\$100				End of year ceremony
Lake Cargelligo Christmas tree				\$100			\$3,343	Christmas event
Totterham Christmas Tree committee				\$600			\$666	Christmas event
Condoobin High School				\$100				End of year ceremony
Our Lady of Lourdes Catholic Church Lake Cargelligo				\$365				Rates concession assessment 10/17439
Special Event - Condoobin Races							\$9,820	
Special Event - Pony Club Condoobin							\$640	
Special Event - Break Screen Van Movement							\$460	
Special Event - Yellow Mountain Cross Country							\$1,050	
Special Event - RSL Pipe band Tattoo							\$220	
Special Event - Milby Sports							\$2,570	
Special Event - Condo 750							\$4,770	
Special Event - NAIDOC Day							\$4,220	
Special Event - Condoobin BBQ							\$3,160	
Special Event - Condoobin Show							\$15,950	
Special Event - Totterham Races							\$7,800	
Special Event - Tullidgeal Races							\$2,660	
Special Event - Tullidgeal Gymkhana							\$890	
Special Event - Totterham Gymkhana							\$3,460	
Special Event - Lake Cargelligo Show							\$1,670	
Special Event - Poppers in The Pines - Burchar & Condo							\$0	
Tractor Pull							\$0	
Special Event - NAIDOC Week							\$2,090	
Special Event - Lachlan Christmas Fiesta							\$3,490	
Special Event - Condo Cookout							\$0	
Special Event - Condo Christmas tree							\$0	
Special Event - White Ribbon march							\$0	
TOTAL	\$64,820	\$212,780	\$138,708	\$19,466	\$8,060	\$6,000	\$73,970	
Total paid				\$ 19,466	\$ 8,060	\$ 6,000	\$ 73,970	
Annual Budget - General (OL3020.406)				\$ 28,110				
Annual Budget - Rates/water (OL3020.408)					\$ 6,360			
Annual Budget - Special events (OL3020.609)							\$ 64,820	
Annual Budget - Community Events (OL3020.480)						\$ 26,000		
Balance Remaining				\$ 6,644	\$ 1,700	\$ 20,000	\$ 9,600	

8.4 INVESTMENTS AT 29 FEBRUARY 2020

TRIM Number: R20/51

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 29 February is \$2,249,900.

Investments held at 29 February 2020 totalling \$37,155,287 are contained in Attachment 1.

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

Responsible Accounting Officer Certificate

I certify that the bank accounts and investments have been reconciled with the Council's general ledger as at 29 February 2020, and that investments have been made in accordance with the *Local Government Act, Local Government (General) Regulation 2005* and Council's Investment Policy.

Karen Pegler
Responsible Accounting Officer

FINANCIAL UPDATE

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

Over the past 12 months, the portfolio, excluding on call cash, returned +2.65% p.a., outperforming bank bills by 1.35% p.a. This has been relatively strong given deposit rates reached their all-time lows and credit margins have contracted significantly over the past 3 years.

In early March 2020 the Reserve Bank of Australia cut the cash rate by 0.25% reducing it to 0.50% to "*support the economy as it responds to the global coronavirus outbreak*". This will have a negative effect on Council's interest income for future term deposits investments.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

CONCLUSION

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

ATTACHMENTS

1. Investment Report - February 2020 [↓](#)

RECOMMENDATION

That:

1. The Director of Corporate and Community Services Report No. R20/51 be received and noted.



Lachlan Shire
Your Ultimate Bush Experience

Monthly Investment Report

01/02/2020 to 29/02/2020



Portfolio Valuation as at 29/02/2020

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	05/03/2019	04/03/2020	2.7400	500,000.00	13,587.40	1,088.49
Summerland Credit Union	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/03/2020	1.8500	500,000.00	2,179.45	734.93
MyState Bank	BBB+	TD	GENERAL	At Maturity	26/03/2019	24/03/2020	2.7500	1,000,000.00	25,691.78	2,184.93
AMP Bank	BBB+	TD	GENERAL	At Maturity	09/04/2019	07/04/2020	2.6500	500,000.00	11,870.55	1,052.74
AMP Bank	BBB+	TD	GENERAL	At Maturity	09/04/2019	14/04/2020	2.6500	500,000.00	11,870.55	1,052.74
Macquarie Bank	A+	TD	GENERAL	At Maturity	04/10/2019	05/05/2020	1.6500	1,000,000.00	6,735.62	1,310.96
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	05/11/2019	05/05/2020	2.1000	1,000,000.00	6,731.51	1,668.49
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	At Maturity	07/05/2019	06/05/2020	2.4000	500,000.00	9,830.14	953.42
NAB	AA-	TD	GENERAL	Annual	22/05/2017	22/05/2020	2.8200	2,000,000.00	43,883.84	4,481.10
Auswide Bank	BBB	TD	GENERAL	Annual	28/05/2019	27/05/2020	2.3000	1,000,000.00	17,517.81	1,827.40
BNK Bank	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/06/2020	1.8000	500,000.00	2,120.55	715.07
MyState Bank	BBB+	TD	GENERAL	At Maturity	11/06/2019	10/06/2020	2.1500	1,000,000.00	15,550.68	1,708.22
Auswide Bank	BBB	TD	GENERAL	At Maturity	13/06/2018	15/06/2020	2.9500	1,000,000.00	50,675.34	2,343.84
ING Direct	A	TD	GENERAL	Annual	22/06/2018	23/06/2020	2.9500	1,000,000.00	20,286.30	2,343.84
Bananacoast Community CU	BBB	TD	GENERAL	At Maturity	26/06/2019	25/06/2020	2.3300	400,000.00	6,358.03	740.49
BOQ	BBB+	TD	GENERAL	Annual	22/06/2018	30/06/2020	2.9500	1,000,000.00	20,286.30	2,343.84
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	23/07/2019	21/07/2020	2.0000	500,000.00	6,082.19	794.52
Auswide Bank	BBB	TD	GENERAL	At Maturity	15/08/2019	18/08/2020	1.8000	500,000.00	4,906.85	715.07





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
BOQ	BBB+	TD	GENERAL	At Maturity	23/08/2019	25/08/2020	1.6100	1,000,000.00	8,424.93	1,279.18
Westpac	AA-	TD	GENERAL	Quarterly	23/08/2019	25/08/2020	1.6100	1,000,000.00	264.66	264.66
Westpac	AA-	TD	GENERAL	Quarterly	22/08/2019	25/08/2020	1.6200	1,000,000.00	266.30	266.30
Auswide Bank	BBB	TD	GENERAL	At Maturity	27/08/2019	27/08/2020	1.8000	750,000.00	6,916.44	1,072.60
WAW Credit Union	Unrated	TD	GENERAL	At Maturity	04/09/2019	08/09/2020	1.7000	500,000.00	4,168.49	675.34
ING Direct	A	TD	GENERAL	At Maturity	06/12/2019	08/09/2020	1.6000	1,000,000.00	3,769.86	1,271.23
NAB	AA-	TD	GENERAL	At Maturity	01/10/2019	06/10/2020	1.5800	500,000.00	3,289.86	627.67
ING Direct	A	TD	GENERAL	Annual	18/10/2018	20/10/2020	2.9300	500,000.00	5,418.49	1,163.97
Westpac	AA-	TD	GENERAL	Quarterly	18/10/2018	20/10/2020	2.8400	500,000.00	1,595.07	1,128.22
ING Direct	A	TD	GENERAL	Annual	19/11/2018	19/11/2020	2.9100	1,000,000.00	8,211.78	2,312.05
ING Direct	A	TD	GENERAL	At Maturity	10/12/2019	10/12/2020	1.5500	500,000.00	1,741.10	615.75
ING Direct	A	TD	GENERAL	At Maturity	20/12/2019	22/12/2020	1.6500	500,000.00	1,627.40	655.48
AMP Bank	BBB+	TD	GENERAL	Annual	26/06/2019	22/12/2020	2.4000	750,000.00	12,279.45	1,430.14
ING Direct	A	TD	GENERAL	At Maturity	10/01/2020	12/01/2021	1.6500	1,000,000.00	2,305.48	1,310.96
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	06/02/2020	09/02/2021	2.0000	500,000.00	657.53	657.53
ING Direct	A	TD	GENERAL	Annual	12/02/2020	10/02/2021	1.6000	1,000,000.00	789.04	789.04
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	6,793.15	2,264.38
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	Annual	03/05/2019	03/05/2021	2.6000	1,000,000.00	21,583.56	2,065.75
Auswide Bank	BBB	TD	GENERAL	At Maturity	12/08/2019	10/08/2021	1.9500	1,000,000.00	10,791.78	1,549.32





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Westpac	AA-	TD	GENERAL	Quarterly	22/10/2019	26/10/2021	1.6000	1,000,000.00	1,709.59	1,271.23
ING Direct	A	TD	GENERAL	Annual	06/02/2020	08/02/2022	1.6500	500,000.00	542.47	542.47
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	20/02/2019	22/02/2022	3.0500	500,000.00	417.81	417.81
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2022	2.9500	500,000.00	3,515.75	1,171.92
NAB	AA-	CASH	GENERAL	Monthly	29/02/2020	29/02/2020	1.3000	4,755,287.00	4,906.73	1,861.17
TOTALS								37,155,287.00	388,274.90	54,847.56



Counterparty Compliance as at 29/02/2020

Long Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Westpac	Long	AA-	3,500,000.00	9.42	25.00	-	5,788,821.75
✓	NAB	Long	AA-	7,255,287.00	19.53	25.00	-	2,033,534.75
✓	Macquarie Bank	Long	A+	1,000,000.00	2.69	20.00	-	6,431,057.40
✓	ING Direct	Long	A	7,000,000.00	18.84	20.00	-	431,057.40
✓	BOQ	Long	BBB+	2,000,000.00	5.38	15.00	-	3,573,293.05
✓	AMP Bank	Long	BBB+	1,750,000.00	4.71	15.00	-	3,823,293.05
✓	Bendigo and Adelaide	Long	BBB+	1,500,000.00	4.04	15.00	-	4,073,293.05
✓	MyState Bank	Long	BBB+	2,000,000.00	5.38	15.00	-	3,573,293.05
✓	Newcastle Permanent	Long	BBB	2,000,000.00	5.38	15.00	-	3,573,293.05
✓	Auswide Bank	Long	BBB	4,250,000.00	11.44	15.00	-	1,323,293.05
✓	P&N Bank	Long	BBB	400,000.00	1.08	15.00	-	5,173,293.05
✓	Bank of Sydney	Long	Unrated	1,500,000.00	4.04	5.00	-	357,764.35
✓	Goldfields Money	Long	Unrated	500,000.00	1.35	5.00	-	1,357,764.35

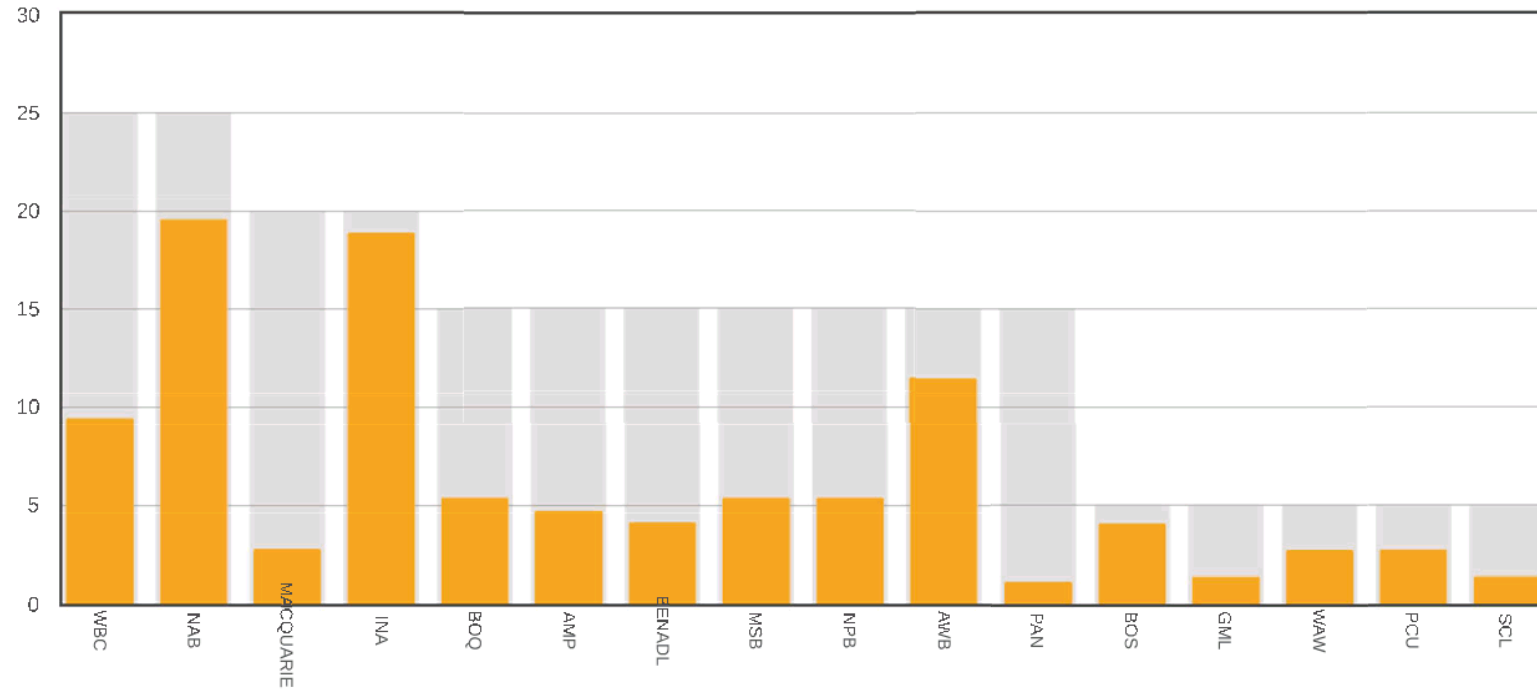




Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	WAW Credit Union	Long	Unrated	1,000,000.00	2.69	5.00	-	857,764.35
✓	Police Credit Union SA	Long	Unrated	1,000,000.00	2.69	5.00	-	857,764.35
✓	Summerland Credit Union	Long	Unrated	500,000.00	1.35	5.00	-	1,357,764.35
TOTALS				37,155,287.00	100.00			



Counterparty Compliance - Long Term Investments



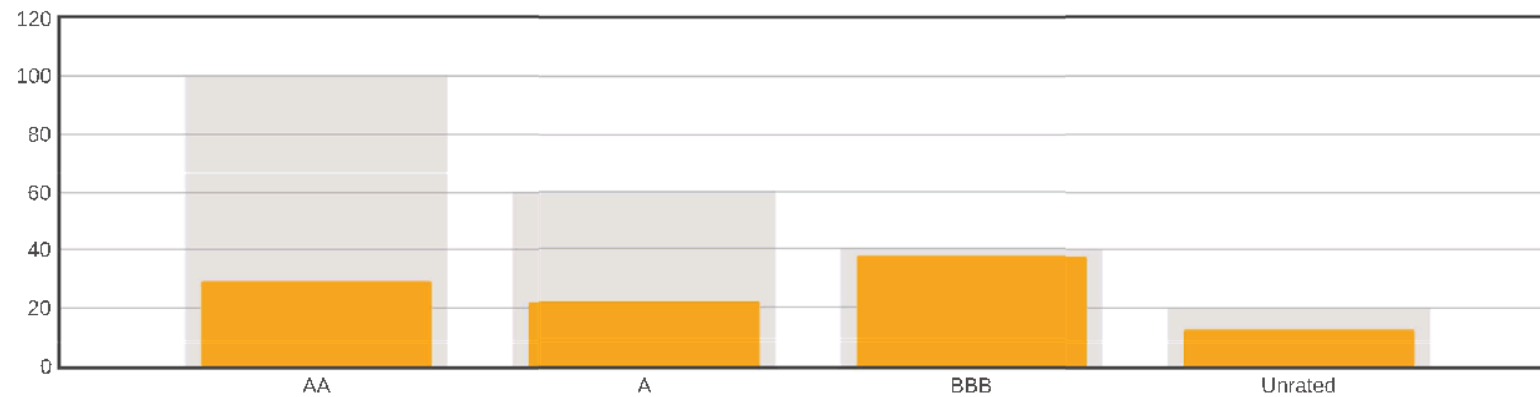


Credit Quality Compliance as at 29/02/2020

Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AA	10,755,287.00	28.95	100.00	26,400,000.00
✓	A	8,000,000.00	21.53	60.00	14,293,172.20
✓	BBB	13,900,000.00	37.41	40.00	962,114.80
✓	Unrated	4,500,000.00	12.11	20.00	2,931,057.40
TOTALS		37,155,287.00	100.00		

Credit Quality Compliance - Long Term Investments

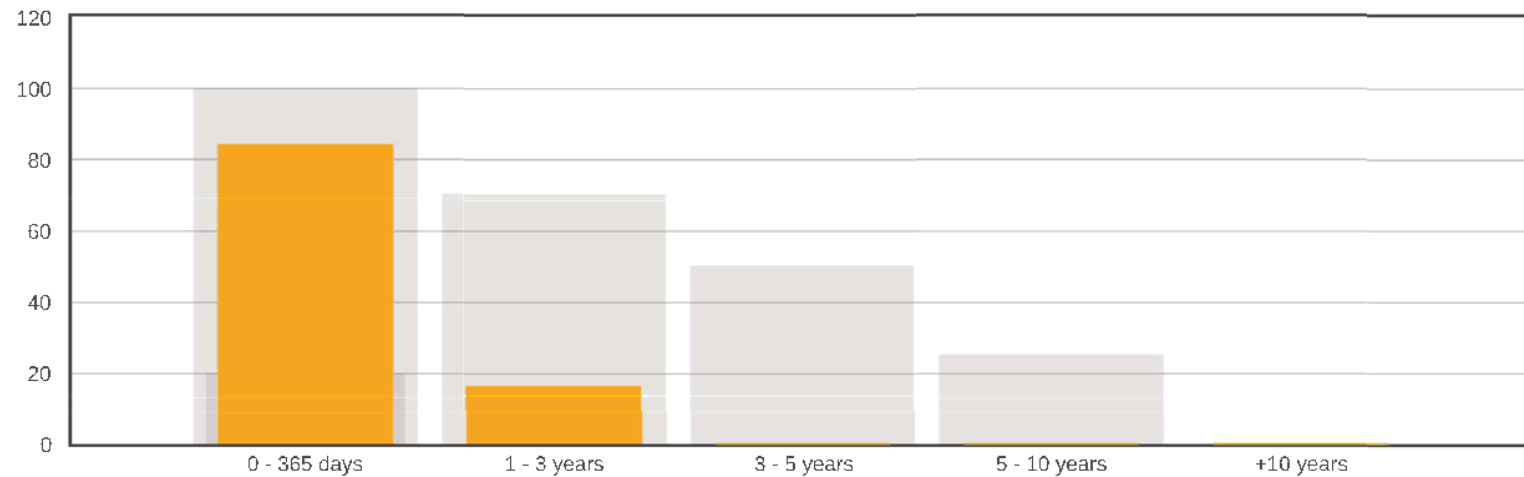




Maturity Compliance as at 29/02/2020

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 365 days	31,155,287.00	83.85	20.00	100.00	6,000,000.00
✓	1 - 3 years	6,000,000.00	16.15	0.00	70.00	20,008,700.90
✓	3 - 5 years	-	0.00	0.00	50.00	18,577,643.50
✓	5 - 10 years	-	0.00	0.00	25.00	9,288,821.75
✓	+10 years	-	0.00	0.00	0.00	-
TOTALS		37,155,287.00	100.00			

Maturity Compliance



8.5 BUSH BURSARY UPDATE

TRIM Number: R20/53

Author: Administration Officer - Corporate & Community Services

PURPOSE

The purpose of this report is to provide council with an update on the recent Bush Bursary placement undertaken across the shire.

SUPPORTING INFORMATION

N/A

BACKGROUND

NSW Rural Doctors Network (RDN) Bush Bursaries and Country Women's Association (CWA) Scholarships provide selected medical, midwifery and nursing students in NSW/ACT with \$1,500 each to assist with costs associated with their studies. Recipients also spend two weeks on a rural placement in country NSW during their university holidays. The placement combines the enjoyable aspects of country life and the challenge of rural medicine

UPDATE

In January 2020 Council hosted two Bush Bursary students, Tom Skinner and Joelle Poyzer over a two week period. The students spent their time between the Aboriginal Health Service, Tottenham Multi-Purpose Service, Lake Cargelligo Multi-Purpose Service and the Condobolin Hospital. The students also spent time with Western Plains Regional Development, the Suicide Prevention Project, the Ambulance Service and Shortis and Timmins Pharmacy.

The Myamley CWA entertained the students and allowed them to experience country hospitality though fresh baked goods, a round of golf and a farm tour with Des Manwaring which followed with a family meal.

In response to the question if the rural placement had changed desire to practice rural medicine Tom said that the experience has changed his thoughts to practice rural medicine and he now found this appealing. He said that he has an understanding of the unique challenges faced by Doctors and Health care providers in rural settings and it was made clear how desperate towns are for competent and consistent doctors. He found this motivating.

Students rated their overall placement as very satisfactory and were pleased with the support provided to them by council "I cannot thank the council enough for their assistance throughout this experience and for organising everything for us". Everyone was very welcoming.

The students thanked Council for looking after their safety on the placement and for allowing the use of a council car to travel to Tottenham and Lake Cargelligo.

Positive feedback has been received from services the students attended with the services being proud to show the students the level of health care they provide often under difficult circumstances. Council has been asked to notify all of the shires health services of any future placements.

FINANCIAL UPDATE

Council supported the Rural Doctors Network Bush Bursary program with a contribution of \$3,000 in the 2019/20FY budget.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1.6.1 Facilitate annual Bush Bursary Program

CONCLUSION

Council is asked to consider ongoing support for this program beyond the current delivery plan.

The Director Corporate & Community Services would like to extend her thanks to Dominique Nagle for her work on this initiative. She stayed in touch with the students and sourced suitable accommodation for them.

ATTACHMENTS

Nil

RECOMMENDATION

That the Director of Corporate and Community Services Report No R20/53 be received and noted.

8.6 CAPITAL WORKS ACTUAL VS BUDGET TO 28 FEBRUARY 2020

TRIM Number: R20/64

Author: Director - Corporate and Community Services

PURPOSE

The purpose of this report is to inform Councillors on the financial progress of capital works for the year to date. Council officers will provide more detailed reports on the physical progress of capital works projects in their respective works reports.

SUPPORTING INFORMATION

See attachment.

BACKGROUND

A commitment was made to Council to provide regular capital work financial reporting on a monthly basis. This reporting is in addition to the statutory requirements of the Quarterly budget reviews (QBR). These are due no later than November, February and April each year. A 4th quarter review is not a statutory requirement.

ISSUES AND COMMENTS

In the attached capital budget summary the current budget column is the most up to date budget. In this case it takes into account the original capital budget adopted in June 2019, QBR1 & 2 plus any revotes (capital works carried forward from 2018/19 financial year).

Actuals Including Commitments (the right hand column) includes purchase orders raised. Purchase orders raised are either waiting on the goods or services to be supplied to council or the goods have been provided but the invoice has not yet been received by council.

This report is not linear in that capital projects may start and finish at various times throughout the financial year. It should not be assumed that if the budget is for example 50% spent, that the project is 50% complete. To avoid confusion, no percentages have been provided.

Current budget for the financial year	\$31,890,546
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Total expenditure for the financial year ended 18 March 2020	\$ 9,921,390
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Details of each project are provided for Council's review.

All figures are unaudited and subject to change.

During the year operational income and expenditure monthly reports to council will be further developed.

FINANCIAL AND RESOURCE IMPLICATIONS

As per the attached document.

LEGAL IMPLICATIONS

None identified.

RISK IMPLICATIONS

Financial risk in that expenditures may exceed budget. As these figures are unaudited, they are subject to change.

Reputational risk through grant funded works exceeding grant approvals or not being completed within the funding timelines.

Political risk in that the community may not be satisfied with projects.

STAKEHOLDER CONSULTATION

Responsible budget managers. Council was consulted and agreed on this format at the February 2020 strategic briefing.

OPTIONS

Council receive and note this report.

CONCLUSION

This report is provided for transparency and accountability. As it's a publicly available document, councillors may receive questions from the community around the cost, progress or choice of projects. All figures are subject to change as they are unaudited.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

ATTACHMENTS

1. **Capital expenditure actual vs budget as at 18 March 2020** [↓](#)

RECOMMENDATION

That the Director of Corporate and Community Services Report R20/64 be received and noted.

Actual vs budget capital works expenditure as at 170320			
Work Order	Annual Original Budget	Current Budget	Actuals Including Commitments (purchase orders raised)
07100 - Corporate Services Capital Works			
00000922 - Communications Upgrade	20,000	20,000	0
00000924 - Server Replacement	152,000	152,000	144,773
00002881 - Condobolin Office Building Re-Roofing	276,000	552,000	363,075
00002979 - Civica Upgrade and Server	60,000	60,000	0
00002980 - Condobolin Office CCTV Upgrade and Server	38,000	38,000	0
07100 - Corporate Services Capital Works Total	546,000	822,000	507,848
07230 - Parks Reserves & Horticulture Capital Works			
00001887 - Playground Shade Budget Allocation(2020 VPA)	45,000	10,000	0
00002772 - Tullibigeal Park - Exercise Equipment	55,000	55,000	48,080
00002961 - Gum Bend Lake Play Equipment 2020	200,000	220,000	132,220
07230 - Parks Reserves & Horticulture Capital Works Total	300,000	285,000	180,300
07240 - Sport Grounds & Recreation Facilities Capital Work			
00002506 - SRA Ground - User Group Facility Improvements	10,000	3,000	0
00002773 - Lake Cargelligo - Showground Amenities & Stables	0	267,900	1,320
00002774 - Tullibigeal sportsground lighting	0	280,330	0
00002775 - Tottenham - Racecourse Shade Structure & Cool room	0	165,500	164,157
00002867 - Condobolin - SRA Show Ring/AFL/Cricket - Irrigation Upgrade	110,000	127,000	126,027
00002917 - Condobolin SRA replace Standpipes Drought Community Grant (50,000)	0	102,946	68,573
00002918 - Lake Cargelligo Rec ground replace standpipes Drought Community Grant (50,000)	0	22,946	59,968
00003031 - Lake Recreation Ground - Irrigation Stage 2	0	66,000	60,884
07240 - Sport Grounds & Recreation Facilities Capital Work Total	120,000	1,035,623	480,930
07260 - Sports Stadium Capital Works			
00000967 - Willow Bend Sport Stadium Equipment Purchases	10,220	10,220	6,636
07260 - Sports Stadium Capital Works Total	10,220	10,220	6,636
07270 - Roads to Recovery Program Capital Works			
00002286 - RTR Sched 2 - 2020 Lake Cargelligo Reconstruction & Seal Rodeo Dr/MR231 Intersection (Western Bypass) 2019 sched ID 43	0	230,787	230,746
00003037 - RTR - Sched ID 9 - SR 1029 Tullibigeal Road - extend seal 13km	0	1,271,762	0
00002287 - RTR - Lake Cargelligo Reconstruction Foster St Centre Lane (Lake St-Lorne St)	300,000	300,000	0
00002293 - RTR SR60 Springvale Rd Reconstruction & Widen 2 Bends	228,000	228,000	3,556
00002507 - RTR Sched ID 4 - 2020 SR11 Moira Vale Rd reconstruct & widen 3km in 2 segments, to SR15 Stage 1 (2019 Sched ID 16)	0	0	113,339
00002578 - RTR Sched ID 54 - SR105 Wamboyne Rd Reconstruct and Seal 450m ch 5.09km	0	0	23,770
00002661 - RTR Sched ID 60 - Yambora Rd, From Intersection Of Fifield Rd at Ch.4.72km, 20m Long	0	0	35,397
00002683 - RTR 2019-2024 Sched ID 1 - SR231 Curlew Road, extend seal to SR190, 2.6km	350,000	350,000	952,942
00002840 - RTR SR376 Willow Bend Rd. reconstruct & widen Stage 1 - Ch 0 - 1.3km	150,000	150,000	10,616
RTR Maitland St upgrade intersection	0	76,924	10,616
00002407 - RTR Schedule ID4-SR11 Moira Vale Road			
00002981 - RTR 2019-2024 Sched ID 3 - SR1033 Boreamble Rd. reconstruct & widen Ch 4280- 7200, 2.92k ex Kikoria Rd	438,000	472,000	483,719
00002982 - RTR SR1033 Boreamble Rd reconstruct & widen Ch 5 - 830, 825m ex Kikoria Rd	234,000	0	0
07270 - Roads to Recovery Program Capital Works Total	1,700,000	3,079,473	1,864,701
07280 - Bridges Capital Works			
00001543 - Island Creek Bridge reconstruct (Reserve \$297,624) 50% FAG 50% BRP Funding	0	13,870	13,870
07280 - Bridges Capital Works Total	0	13,870	13,870
07300 - Footpaths & Bike Track Capital Works			
00002984 - Tottenham - Umang St Belah St	23,000	23,000	0
00002985 - Pram Ramp Installations (FAG)	15,000	0	0

Actual vs budget capital works expenditure as at 170320			
Work Order	Annual Original Budget	Current Budget	Actuals Including Commitments (purchase orders raised)
00002986 - Lake Cargelligo Walkway Stage 1 - reconstruction (FAG)	45,000	45,000	0
00003014 - Lake Cargelligo Walkway Stage 3 - McInness Street (Road FAG 50% & RMS Gant 50%)	382,000	106,951	0
07300 - Footpaths & Bike Track Capital Works Total	465,000	174,951	0
07310 - Kerb & Gutter Capital Works			
00001836 - Kerb & Gutter Capital Works Budget Only	20,000	20,000	0
07310 - Kerb & Gutter Capital Works Total	20,000	20,000	0
07330 - Urban Streets Capital Works			
00001545 - Condobolin William St Footpath and kerb blisters	280,000	280,000	0
00002784 - Upgrade Stormwater Drainage Foster St Lake Cargelligo (F.A.G)	150,000	150,000	22,770
00002791 - Stormwater- Condobolin Bathurst St (Busby-Swimming Pool)		118,000	0
00002995 - Urban Reseals- Condobolin - FAG Reseals	30,000	30,000	0
00002997 - Condobolin Gum Bend Road kerb & gutter and shoulder reconstruction (F.A.G)	50,000	50,000	0
07330 - Urban Streets Capital Works Total	510,000	628,000	22,770
07340 - Regional Roads Capital Works			
00001838 - Regional Road Unallocated Reseals - Budget Only	230,000	40,000	0
00002005 - Regional Road Culvert Renewals	30,000	0	0
00002007 - MR7513 Lake Cargelligo Rd Shoulder resheet 2019/2020	295,000	295,000	292,289
00002788 - Heavy Patching Program TBA	147,060	32,630	0
00002992 - MR57S The Gipps Way ch 46000-56450 (8.81km) - widen seal Grant \$2.8M FCR - RNSW2289	4,300,000	3,515,726	796,883
00002993 - Land Acquisition MR57S Gipps Way	50,000	50,000	3,928
00002994 - MR501 & MR371 Intersection Reconstruction	100,000	0	0
00002999 - MR57N Fifield Rd 1.7km north of Fifield	220,000	20,000	4,682
00003000 - MR377 Lachlan Valley Way Stage 1 - widen seal 2km	295,000	295,000	0
00003025 - MR57S The Gipps Way ch 25000-33900 (6km) - widen seal Grant \$2.8M FCR + Repair Grant \$400k - RNSW2289	0	0	272,175
00003026 - MR57S The Gipps Way ch 0 - 20450 (20.47km) - widen seal Grant \$2.8M FCR + Repair Grant \$400k - RNSW2289	0	0	481,428
00003030 - MR231 Wyalong Road Widening - Repair Grant \$400k + Block Grant \$400k 2019/20	0	800,000	735,116
00003044 - MR7513 Lake Cargelligo Road resealing 6km	0	496,274	197,727
00003045 - MR7513 Lake Cargelligo Road resealing 4.4km	0	0	138,727
07340 - Regional Roads Capital Works Total	5,667,060	5,544,630	2,922,956
07350 - Sealed Rural Roads Capital Works			
00002988 - SR1029 Tullibigeal extend seal - FCR 100% Restart NSW 2321	910,000	910,000	1,435
00002989 - SR231 Curlew Road - FCR (100%) Restart NSW 2319	1,300,000	1,300,000	3,205
00002990 - Maitland St. intersection upgrade x 2- FCR (100%) Restart NSW 2320	760,000	760,000	2,549
00002991 - Local Roads Reseals - Budget Only	140,013	140,013	0
00003043 - SR 105 Wamboyne Road sealing	0	0	27,374
07350 - Sealed Rural Roads Capital Works Total	3,110,013	3,110,013	34,563
07360 - Unsealed Rural Roads Capital Works			
00001127 - Unsealed Road Resheets	100,000	100,000	26,940
00003015 - Lake Cargelligo - Tip Access Road Land acquisition and construction	0	0	8,570
07360 - Unsealed Rural Roads Capital Works Total	100,000	100,000	35,510
07410 - Waste Management Capital Works			
00002793 - Waste Management- Condobolin Transfer Station	300,000	300,000	15,310
00002056 - Waste Management- Condobolin Community recycling centre	0	46,229	11,140
00002795 - Waste Management - Condobolin Power to Site	180,000	180,000	0
00002799 - Waste Management - Lake Cargelligo Fencing	10,250	10,250	0
00003001 - Waste Management- Condobolin Rehabilitation Landscaping	5,110	5,110	0

Actual vs budget capital works expenditure as at 170320			
Work Order	Annual Original Budget	Current Budget	Actuals Including Commitments (purchase orders raised)
00003002 - Waste Management - Lake Cargelligo Rehabilitation/Landscaping	5,110	5,110	0
00003003 - Waste Management - Condobolin Skip Bins for Recycling	15,000	15,000	0
07410 - Waste Management Capital Works Total	515,470	561,699	26,450
07450 - Public Amenities Capital Works			
00001843 - Public Amenities Capital Works - Budget Only	5,000	0	0
07450 - Public Amenities Capital Works Total	5,000	0	0
07490 - Buildings Dwellings Capital Works			
00001552 - Buildings - Dwellings Capital Works Budget Allocation	80,000	0	0
00001553 - Buildings - Dwellings Fixed Plant & Equipment Budget Allocation		54,380	0
00003004 - Buildings - Capital Works - Budget Unallocated SRV Component	200,000	0	0
07490 - Buildings Dwellings Capital Works Total	280,000	54,380	0
07510 - Aerodrome Capital Works			
00002970 - Lake Cargelligo - Aerodrome Fencing Upgrade	38,562	38,562	39,681
07510 - Aerodrome Capital Works Total	38,562	38,562	39,681
07530 - Cemeteries Capital Works			
00003005 - Condobolin- Lawn Cemetery Irrigation	25,000	25,000	0
07530 - Cemeteries Capital Works Total	25,000	25,000	0
07570 - Works Depot Capital Works			
00002401 - Condobolin Depot (new)	2,000,000	2,000,000	3,919
00002530 - Lake Cargelligo Works Depot Replacement (from Plant Reserve)	0	30,000	1,200
07570 - Works Depot Capital Works Total	2,000,000	2,030,000	5,119
07710 - Libraries Capital Works			
00000917 - Library Book Purchases	27,840	27,840	12,344
00000965 - Library Special Projects Grant- Furnishings & Equipment	12,484	29,045	23,419
07710 - Libraries Capital Works Total	40,324	56,885	35,763
07720 - Swimming Pool(s) Capital Works			
00002531 - Condobolin Swimming Pool Filter Separation	100,000	180,000	0
Lake Cargelligo Pool Amenities upgrade-subject to BBF grant		275,000	0
00002804 - Tottenham Swimming Pool Filter Separation	0	175,000	0
00002966 - Condobolin Swimming Pool - Starting Blocks	25,000	25,000	20,916
00002967 - Condobolin Swimming Pool - Shade Sail replacement	30,000	30,000	18,669
07720 - Swimming Pool(s) Capital Works Total	155,000	685,000	39,585
07740 - Halls & Community Centres Capital Works			
00002806 - SRA Pavilion - Kitchen Air Conditioning & Cool Room	30,000	30,000	27,578
00003006 - Sunrise Mine Clean Teq VPA - Budget Unallocated	200,000	0	0
00003007 - Vermont Hill Hall - Budget Unallocated	10,000	10,000	0
00003009 - Fifield Hall (VPA)	40,000	40,000	4,528
07740 - Halls & Community Centres Capital Works Total	280,000	80,000	32,107
07760 - Childrens Services Capital Works			
00003019 - Shade Sail - Preschool Children Services - VPA	0	25,000	21,520
07760 - Childrens Services Capital Works Total	0	25,000	21,520
07920 - Tourism Capital Works			
00002137 - Condobolin Jockeys Memorial	0	90,000	0
00002341 - Utes in the Paddock Relocation	0	0	1485.68
00002372 - Condobolin - Tourism Precinct Development	0	215,000	14332.47
00002739 - Condobolin Tourism Precinct - Installation of Solar Lighting	0	16,476	16475.62
00002971 - Lake Cargelligo Tourism Information Centre - Air Conditioner split system (1)	0	0	4301.24
00003011 - Install/Replace Signage - Villages Enhancement	10,000	10,000	0
07920 - Tourism Capital Works Total	10,000	331,476	36,595
08070 - Rural Fire Service Capital Works			

Actual vs budget capital works expenditure as at 170320			
Work Order	Annual Original Budget	Current Budget	Actuals Including Commitments (purchase orders raised)
00002702 - RFS - Burgooney Rural Fire Station	-	23,075	-
00002275 - RFS - Manna Mount Rural Fire Station	0	145,948	134,014
08070 - Rural Fire Service Capital Works Total	0	169,023	134,014
08080 - SES Capital Works			
00000994 - SES Shed Repairs Lake Cargelligo	15,000	15,000	0
08080 - SES Capital Works Total	15,000	15,000	0
08150 - Caravan Parks & Camping Grounds Capital Works			
00002810- Gum Bend Lake Amenities Building refurbishment	0	73800	0
00003012 - Lake Cargelligo Caravan Park - Storage Shed	20,000	30000	0
08150 - Caravan Parks & Camping Grounds Capital Works Total	20,000	103,800	0
08180 - Business Buildings Capital Expenditure			
00002962 - Condobolin Truck Wash Renewal - Restart NSW 1606	0	0	1,838
08180 - Business Buildings Capital Expenditure Total	0	0	1,838
Economic Development Capital Expenditure			
00002342 - Residential building construction Lake Cargelligo	0	16,818	16,818
Economic Development Capital Expenditure Total	0	16,818	16,818
27000 - Water Infrastructure Capital Works Fund 2			
00000984 - Lake Cargelligo WTP Automation & Process Control	0	0	9,797
00000987 - Shire wide Backflow Prevention Devices	38,185	18,185	438
00001151 - Fifield Reservoir Acquisition	32,265	32,265	785
00001488 - Condobolin Water Mains & Valves Renewal	300,000	300,000	108,256
00001489 - Lake Cargelligo Water Mains & Valves Renewal	160,342	160,342	0
00001490 - Water Mains Renewal - Tottenham	67,997	67,997	36,292
00001781 - Burcher Water Filtration	130,000	130,000	38,379
00001963 - Lake Cargelligo PS - Building Restoration	150,000	150,000	0
00001968 - Lake Cargelligo WTP Automation and Process Control	152,581	152,581	22,060
00002067 - Condobolin Bore Field II Stage 1 - Restart NSW 755	0	0	53,824
00002139 - Condobolin WTP - Building Restoration	0	0	63,534
00002368 - Tottenham Water supply Storage Upgrade Augmentation - Restart NSW 841	4,322,850	4,322,850	10,589
00002532 - Burcher PS Electrical Renewal	38,337	5,337	2,875
00002542 - Fifield PS Electrical Renewal	38,546	8,546	2,875
00002548 - Lake Cargelligo WTP Chemical Storage & Dosing Systems Renewal	100,000	100,000	37,053
00002549 - Lake Cargelligo PS (x2) Mechanical Renewal	0	0	6,809
00002550 - Lake Cargelligo PS (x2) Electrical Renewal	60,000	60,000	31,660
00002555 - Lake Cargelligo Rehabilitate Old WTP Site	150,000	150,000	19,416
00002556 - Tottenham PS Electrical Renewal	17,206	17,206	14,089
00002699 - Tullibigeal Irrigation Scheme & Bore	663,000	663,000	156,551
00002755 - Lake Cargelligo Water Reticulation Survey for Modelling	22,918	0	0
00002756 - Tottenham Water Reticulation Survey for Modelling	22,916	0	0
00002761 - Tottenham Raw/Potable Water Standpipes Avdata	10,000	10,000	0
00002814 - Lake Cargelligo WTP Pressure Vessels Pipework Replacement	400,000	400,000	127,368
00002816 - Lake Cargelligo WTP Membranes Maintenance	120,000	120,000	105,950
00002817 - Lake Cargelligo Standpipes Avdata	10,000	0	0
00002822 - Lake Cargelligo Treatment Plant	122,900	122,900	43,339
00002823 - 16 Mile Electrical Renewal	10,000	10,000	1,340
00002825 - Tullibigeal Reservoirs Electrical Renewal - Booster Pump	0	0	1,810
00002829 - Tottenham WTP upgrade	100,000	100,000	84,030
00002832 - Albert Water Reticulation Survey for Water Modelling	22,916	0	0
00002974 - Tottenham Water Monitoring Equipment	7,585	7,585	0
00002975 - Condobolin Raw Water Standpipes Avdata (Goobang, SRA)	20,000	0	0
00002976 - Condobolin Water Monitoring Equipment	11,000	11,000	9,339
00002977 - Lake Cargelligo Water Monitoring Equipment	10,000	10,000	0
00003033 - Fifield Dam - Expansion and Desilt	0	63,000	45,431
00003048 - Condobolin Goobang Creek Raw Water Pump Station upgrade	0	20,000	15,909
27000 - Water Infrastructure Capital Works Fund 2 Total	7,311,544	7,212,794	1,049,797

Actual vs budget capital works expenditure as at 170320			
Work Order	Annual Original Budget	Current Budget	Actuals Including Commitments (purchase orders raised)
37000 - Sewerage Services Infrastructure Capital Works F3			
00000991 - Shire Backflow Prevention Devices STP's & SPS's	25,000	25,000	2,683
Melrose street units sewer realignment	0	86,000	0
00001001 - Sewer Reuse Lake Cargelligo STP Pond/Lining	44,000	90,000	73,233
00001498 - Sewer Repairs to trickling filter plant concrete cancer and railing	0	0	17,706
00001972 - Sewer Mains Relining - Lake Cargelligo	150,000	0	0
00001976 - Shire Upgrade of SCADA system at Sewerage Pumping Stations	130,979	100,979	64,714
00003032 - Sewer Relining Condobolin Honan St-Stenhouse St-Goobang St-Molong St (1320m)	0	190,000	0
00002314 - Condobolin PS (x4) - Electrical Renewal	100,200	100,200	106,655
00002320 - Willow Bend Aboriginal Community - Sewer Pumping Station Upgrade (Budget \$226,972)	40,000	40,000	0
00002369 - Tottenham Sewage Effluent Management System - Restart NSW842	762,000	762,000	8,220
00002370 - Condobolin Sewage Effluent Management System - Restart NSW842	762,000	762,000	3,753
00002371 - Lake Cargelligo - Sewage Effluent Management System - Restart NSW842	763,150	763,150	7,946
00002559 - Condobolin PS (x4) Renewal	45,000	35,000	22,588
37000 - Sewerage Services Infrastructure Capital Works F3 Total	2,822,329	2,954,329	307,499
07540 Plant purchases			
Heavy Plant Purchases (from April 2012)	591,000	997,000	602,350
Trucks (Heavy & Light) Plant Purchases	930,000	930,000	435,074
Light Plant Purchases (> \$3,000 excluding GST)	150,000	150,000	22,919
Light Fleet Plant Purchases	630,000	630,000	1,044,178
	2,301,000	2,707,000	2,104,521
Total	\$ 28,367,522	\$ 31,890,546	\$ 9,921,390

9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

9.1 IMPACTS OF THE BIODIVERSITY CONSERVATION ACT 2016 (BC ACT)

TRIM Number: R19/121

Author: Director Environment & Planning

PURPOSE

The purpose of this report is to provide Council with a background in relation to the *Biodiversity Conservation Act 2016* (BC Act) and the impacts that the legislation is having on the assessment of Development Applications (DAs).

SUPPORTING INFORMATION

Nil.

BACKGROUND

On 25 August 2017 significant land management biodiversity conservation reforms commenced, introduced by the NSW State Government. The reforms introduced some significant changes to the way biodiversity is protected. The reforms also, and more importantly for Council, also impacted on how development activities on land and how the impacts of these activities on the natural environment are regulated and managed. As of 25 February 2018 any new local development application or modification is subject to the biodiversity assessment requirements of the BC Act.

ISSUES AND COMMENTS

The *Biodiversity Conservation Act 2016* (BC Act) contains a number of matters that are required to be considered as part of a Development Application (DA). These matters are outlined below.

1. *Whether a proposal is likely to significantly affect threatened species*

The first consideration is whether the development is likely to significantly affect threatened species (Section 7.2 of the BC Act). There are three considerations to determine this:

- a) *Is the development likely to significantly affect threatened species or ecological communities, or their habitats, according to the test in section 7.3?*
- b) *Does the development exceed the biodiversity offsets scheme threshold if the biodiversity offsets scheme applies to the impacts of the development on biodiversity values?*
- c) *Is the development to be carried out in a declared area of outstanding biodiversity value?*

These considerations are discussed in more detail below:

(a) *Likely to significantly affect threatened species or ecological communities, or their habitats (7.3 Test)*

There is a specific test in Section 7.3 of the BC Act that needs to be considered in relation to impact on threatened species, ecological communities or their habitats.

(b) *Biodiversity Offsets Scheme (BOS) Threshold*

A proposed development exceeds the BOS threshold for the purposes of Part 7 of the BC Act if it is or involves:

- the clearing of native vegetation of an area declared by clause 7.2 as exceeding the threshold, or
- the clearing of native vegetation, or other action prescribed by clause 6.1, on land included on the Biodiversity Values Map published under clause 7.3.

Clearing Threshold

The clearing threshold relates to the Minimum Lot Size (MLS) map under Lachlan Local Environmental Plan 2013. Where there is no MLS, it is based on the actual size of the lot. Where there is more than one lot in the development, you only get one clearing threshold (i.e. it is not cumulative).

8. <i>Table 1: Clearing Thresholds</i>	
Minimum lot size of land	Area of clearing
Less than 1 hectare	0.25 hectare or more
Less than 40 hectares but not less than 1 hectare	0.5 hectare or more
Less than 1,000 hectares but not less than 40 hectares	1 hectare or more
1,000 hectares or more	2 hectares or more
Source: Clause 7.2 of BC Regulation 2017	

Biodiversity Values Map

The Biodiversity Values (BV) Map identifies land with high biodiversity value that is particularly sensitive to impacts from development and clearing. The map has been prepared by the Office of Environment and Heritage (OEH) and is available on-line. If development is to occur on land identified as having high biodiversity value it immediately triggers the threshold.

(c) Declared Area of Outstanding Biodiversity Value (AOBV)

The BC Act gives the Minister for the Environment the power to declare Areas of Outstanding Biodiversity Value (AOBVs). AOBVs are special areas that contain irreplaceable biodiversity values that are important to the whole of NSW, Australia or globally.

2. Biodiversity Assessment Method (BAM) and Biodiversity Development Assessment Report (BDAR)

The Biodiversity Assessment Method (BAM) is the assessment manual that outlines how an accredited person assesses impacts on biodiversity at development sites and stewardship sites. It is a scientific document that provides:

- a consistent method for the assessment of biodiversity on a proposed development or major project, or clearing site,
- guidance on how a proponent can avoid and minimise potential biodiversity impacts, and
- the number and class of biodiversity credits that need to be offset to achieve a standard of ‘no net loss’ of biodiversity.

The BAM is supported by the online BAM tool, which allows accredited assessors (typically ecological consultants) to enter field data and determine the number and class of biodiversity credits. The BAM tool will also assist in the preparation of standardised reports for consent authorities to consider.

An accredited assessor must apply the BAM. The assessor documents the results of the biodiversity assessment in a Biodiversity Development Assessment Report (BDAR). The BDAR identifies how the proponent proposes to avoid and minimise impacts, any potential impact that could be characterised as serious and irreversible according to specified principles and the offset obligation

required to offset the likely biodiversity impacts of the development or clearing proposal, expressed in biodiversity credits.

A proponent must provide the BDAR to the approval authority as part of their development, major project proposal, or clearing application. A BDAR will be placed on public exhibition with the relevant development application.

3. *Serious and Irreversible impacts on biodiversity values*

The concept of serious and irreversible impacts is fundamentally about protecting threatened entities that are most at risk of extinction from potential development. Council is responsible for deciding whether an impact is serious and irreversible.

Where a DA is accompanied by a BDAR, Council is required to refuse any DA that would result in serious and irreversible impacts on biodiversity values as determined under Section 6.5 of the BC Act that would remain after the measures proposed to be taken to avoid or minimise the impact on biodiversity values of the proposed development.

The new legislation requires specialised knowledge in order to determine whether a BDAR is required or not, which is beyond Council staff knowledge and training. There are also significant financial penalties for the provision of false or misleading information (s13.10 BC Act). This means that Council staff should not be making assumptions regarding whether a BDAR is required or not unless they have specific ecology education or experience and feel they are competent in the application of the new legislation.

Impacts on DAs

The above considerations mean that Council officers need to receive detailed information from Applicant's, as part of DAs, to allow a full and proper assessment and to ensure that Council's (and the assessment officer's) legal obligations are met.

FINANCIAL AND RESOURCE IMPLICATIONS

The maximum monetary penalties for giving false or misleading statements are currently as follows:

“(a) in the case of a corporation:

(i) \$1,650,000, and

(ii) if this Act provides that an additional daily penalty applies to the offence—a further \$165,000 for each day the offence continues, and

(iii) if this Act provides that an additional penalty for each animal or plant applies to the offence—a further \$165,000 for each animal or whole plant to which the offence relates, or

(b) in the case of an individual:

(i) \$330,000, and

(ii) if this Act provides that an additional daily penalty applies to the offence—a further \$33,000 for each day the offence continues, and

(iii) if this Act provides that an additional penalty for each animal or plant applies to the offence—a further \$33,000 for each animal or whole plant to which the offence relates.”

There are potential financial implications for Applicants as well as they will need to provide sufficient information with DAs to allow Council to undertake an adequate assessment.

LEGAL IMPLICATIONS

The Biodiversity Conservation Act 2016 is an Act of the State of NSW.

RISK IMPLICATIONS

Apart from the financial risks, identified above, there are significant risks to the environment if this legislation is not correctly followed.

STAKEHOLDER CONSULTATION

Nil

CONCLUSION

The BC Act introduced some significant changes to the way we protect our biodiversity, how we regulate a range of development activities on land and how the impacts of these activities on the natural environment are managed. Council officers do not have the expertise to deal with this legislation and there will either be significant financial costs for Council (in obtaining the relevant information) or on Applicant's to produce the required information to allow Council to fulfil the legal obligations under this new regime.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council

ATTACHMENTS

Nil

RECOMMENDATION

That

1. The Director of Environment and Planning Report number R19/121 be received and noted.

9.2 HERITAGE ADVISORY COMMITTEE DISSOLUTION

TRIM Number: R19/210

Author: Director - Environment, Tourism and Economic Development

PURPOSE

To discuss the future of the Heritage Advisory Committee and seek Council's direction with the committee moving forward.

SUPPORTING INFORMATION

Nil.

BACKGROUND

The Lachlan Shire Heritage Advisory Committee has been a Section 355 committee of Council since approximately the year 2000. The role of the Heritage Advisory Committee is to provide independent advice and recommendations, which can supplement and enhance heritage items and items of heritage significance within the Local Government Area. The Committee acts as a liaison between Council, Council staff, members of the public, and other stakeholders.

ISSUES AND COMMENTS

As mentioned during the August Ordinary Meeting of Council, the Heritage Committee has been poorly represented by the community in recent years, with most meetings not meeting the quorum. In addition, there are very few recommendations being made by the Committee. To operate the Committee requires Council staff to undertake administration duties which at the moment are not resulting in benefits to the community.

FINANCIAL AND RESOURCE IMPLICATIONS

The organisation of the meetings, correspondence and liaison with committee members will no longer be a necessary task, and the focus will shift to grant and project work with Council's Heritage Advisor. Council received a grant for Heritage Advisory services for the years 2019/2020 and 2020/2021. Most heritage functions (excluding specialised advice) can be carried out by Council staff, mitigating the need for a heritage committee. Members of the public can still gain access to the heritage advisor and can still discuss heritage matters with Council staff.

Council are currently advertising the Local Heritage Fund to assist with conservation and restoration work. It is hoped that with the new local heritage fund system in place there may be an increased awareness and appreciation for heritage within the Shire.

LEGAL IMPLICATIONS

The Heritage Advisory Committee is in accordance with Section 355 of the Local Government Act 1993, where a function of Council may be exercised by either a committee or Council or partly or jointly by the council and another person or persons. In this instance Council may choose to carry out Heritage functions and projects solely within the organisation.

RISK IMPLICATIONS

Nil identified.

STAKEHOLDER CONSULTATION

If Council resolves to dissolve the Committee, staff will endeavour, where appropriate, to consult with the public and stakeholders on any heritage related matters through as many mediums as possible, including print, social media websites and face to face.

OPTIONS

1. Dissolve the Committee.
2. Not dissolve the Committee and continue as is.

CONCLUSION

Because of the lack of representation from the current Committee, Council staff are effectively managing heritage matters without their input, therefore removing the need for a committee.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and responsive Council

5.5 Celebrating and preserving our heritage

ATTACHMENTS

Nil

RECOMMENDATION

That;

1. The Director of Environment, Tourism and Economic Development Report No R19/210 be received and noted;
2. Council dissolves the Heritage Advisory Committee and the Environment, Tourism and Economic Development Department take responsibility for the management of all heritage matters.

9.3 DRAFT LOCAL STRATEGIC PLANNING STATEMENT

TRIM Number: R20/43

Author: Manager- Town Planning

PURPOSE

To request that Council place the draft Lachlan Shire Local Strategic Planning Statement (LSPS) on public exhibition for a minimum of 28 days.

SUPPORTING INFORMATION

Draft Lachlan Shire Council Local Strategic Planning Statement 2020-2040.

BACKGROUND

9. As reported to the Ordinary Meeting of Council in March 2019 (R19/4), amendments by the State Government to the Environmental Planning and Assessment Act 1979 (EP&A Act – the Act) introduced new requirements for councils to prepare and make Local Strategic Planning Statements.

10.

11. Local Strategic Planning Statements (LSPS) will set out:

12.

- the 20-year vision for land use in the local area
- the special characteristics which contribute to local identity
- shared community values to be maintained and enhanced
- how growth and change will be managed into the future.

13.

The statements are expected to be a succinct and easy to understand document that will allow community members to contribute to and understand the future direction of land use in the Lachlan Shire Local Government Area (LGA).

The statements must identify the planning priorities for the Lachlan LGA and explain how these are to be delivered. They must also show how Council will monitor and report on how the priorities will be implemented.

ISSUES AND COMMENTS

The LSPS needs to show how Council's vision gives effect to the regional plan (Central West and Orana Regional Plan 2036), based on local characteristics and opportunities, and Council's own priorities in the Community Strategic Plan (CSP).

Informed by strategic and community consultation/planning work undertaken across regions and local government areas, the LSPS will be the key resource to understand how strategic and statutory plans will be implemented at the local level.

A Local Environmental Plan (LEP) is a legal document that zones land, imposes standards to control development and implements state or legal policy outcomes. The provisions of an LEP are legally binding on Council, the community and developers. Development Control Plans (DCPs) are planning documents that provide detailed planning and design guidelines to support the planning controls in an LEP. DCPs are not legally binding documents but must be taken into account when Council is considering a Development Application. LEP provisions prevail over provisions within a DCP. In practice, the LSPS will shape how Council's LEP and DCP will evolve over time and will be used to evaluate any proposals to amend those controls into the future. The LSPS can also identify where further strategic planning effort may be needed. The LSPS will act as a unifying document, drawing together and summarising planning priorities identified through State, regional, district and local strategic planning work. They provide the local context and local-scale expression of actions and priorities from these plans.

Regional councils, which includes Lachlan Shire Council, must have their statement in place by 1 July 2020. There is also a requirement in the *Environmental Planning and Assessment Act 1979* that requires the LSPS to be reviewed at least every seven (7) years after this.

FINANCIAL AND RESOURCE IMPLICATIONS

The draft LSPS has been prepared by staff within existing budgets and will have no financial implications for Council.

The completion of the LSPS will be a further drain on Council's resources and may delay the delivery of other projects or impact customer service levels.

LEGAL IMPLICATIONS

The requirement to prepare the LSPS is a legal requirement under Section 3.9 EP&A Act.

RISK IMPLICATIONS

The LSPS will be the key strategic planning document for Council moving forward and needs to be carefully finalised.

STAKEHOLDER CONSULTATION

It is proposed that the draft LSPS be placed on public exhibition for a minimum of 28 days in accordance with Councils Community Participation Plan.

The draft LSPS will be available for comment from Council's offices and other agencies throughout the shire in addition to being available on Council's website. Council staff will endeavour to undertake a number of public community consultation sessions across the local government area. Social media and newspaper notification will be used to advertise the exhibition process.

The outcomes of the exhibition will provide feedback to assist in the finalisation of the Lachlan Shire LSPS

OPTIONS

1. Decide to exhibit the LSPS as attached.
2. Decide to make amendments to the LSPS and then exhibit the draft LSPS.

It is not an option to decide not to have a Local Strategic Planning Statement, as this will contravene Council's planning obligations under the requirements of the EP&A Act.

It is not an option to decide not to exhibit the draft Local Strategic Planning Statement, as this will contravene Councils Community Participation Plan.

CONCLUSION

Council is required to have a Local Strategic Planning Statement under amendments to the Environmental Planning and Assessment Act 1979. Council is therefore legally obliged to finalise the Local Strategic Planning Statement (LSPS) by 1 July 2020. It is imperative that the draft LSPS now be placed on public exhibition to enable community feedback prior to a consideration of its adoption by Council.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council

ATTACHMENTS

1. **Draft Local Strategic Planning Statement** [↓](#)

RECOMMENDATION

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/43 be received and noted.
2. Council endorse that the draft Lachlan Shire Council Local Strategic Planning Statement be placed on public exhibition for a minimum of 28 days.



Lachlan Shire Council

DRAFT LOCAL STRATEGIC PLANNING STATEMENT 2020-2040



ACKNOWLEDGMENT OF COUNTRY

Lachlan Shire Council wish to acknowledge Aboriginal people as the traditional owners of this land. Through thoughtful and collaborative planning we seek to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

WARNING: Aboriginal and Torres Strait Islander people are warned that this document may contain images of people who have died.



1 FORWARD FROM THE MAYOR

The Draft Lachlan Shire Council Local Strategic Planning Statement sketches a 20 year vision for land use planning at Lachlan, outlining how growth and change will be managed to maintain the high levels of environmental amenity, liveability and landscape quality that characterises the Lachlan Shire.

The Local Strategic Planning Statement (LSPS) identifies the special characteristics that contribute to the local identity of the towns and villages within the LGA and recognises the shared community values to be maintained and enhanced. This LSPS identifies Council's long term future for the Lachlan Shire, along with actions and the means for monitoring and reporting on the delivery of the actions.

To achieve our vision in relation to land use planning, we must overcome a number of complex environmental, social, cultural and economic issues and challenges. As a community our challenge is to actively address issues identified during the consultation in the development of this statement, to ensure that the future of our towns and villages is solid.

Councillor John Medcalf OAM - Mayor



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3 WHAT DOES THIS STATEMENT DO?

This Local Strategic Planning Statement (LSPS) sets the framework for the economic, social and environmental land use needs over the next 20 years. It works with council’s Community Strategic Plan (CSP) and Local Environmental Plan (LEP). The Statement gives effect to the Central West and Orana Regional Plan 2036, implementing the directions and actions at a local level.

The LSPS planning priorities, directions and actions provide the rationale for decisions about how we will use our land to achieve the community’s broader goals. It identifies the special characteristics that contribute to the local identity of the towns, villages and communities within the shire and recognises the shared community values to be maintained and enhanced.

4 PURPOSE OF THIS STATEMENT?

The Lachlan Shire Local Government area is expected to undertake many changes over the next 20 years. To manage this, the Central West and Orana Plan establishes a vision and 20 year plan integrating land use, environment, transport and infrastructure planning.

All councils within NSW are required to prepare a LSPS to act as a link between the strategic priorities identified at a regional or district level, and the specific planning at a local level expressed in council’s local environmental plan and development control plans, to ensure consistency in strategic planning approaches. See figure 1 below.

The link or line-of-sight between Council’s actions and the Central West and Orana Plan directions is illustrated in Our Actions - Table 1.



Figure 1: Role of the Local Strategic Planning Statement: Strategic-led planning framework
 Source: Department of Planning and Environment, 2018, LSPS Guideline for Councils

5 POLICY CONTEXT

This Statement has been prepared in accordance with section 3.9 of the Environmental Planning and Assessment Act 1979 (the Act) which requires that it include or identify the following: a. the basis for strategic planning in the area, having regard to economic, social and environmental matters, b. the planning priorities for the area that are consistent with any strategic plan applying to the area and (subject to any such strategic plan) any applicable community strategic plan under section 402 of the Local Government Act 1993, c. the actions required for achieving those planning priorities, d. the basis on which the council is to monitor and report on the implementation of those actions.

6 CONSULTATION

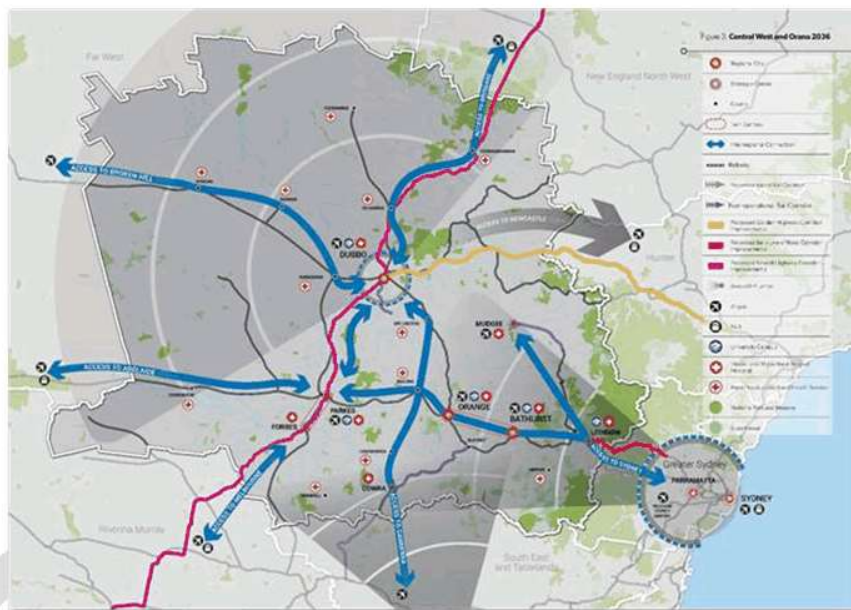
Council prepared this Statement by building upon the results of engagement undertaken in developing the Community Strategic Plan, during 2017-2018, Lachlan Shire Urban Settlement Strategy and Village Enhancement Plans including community sessions and surveys on what residents were satisfied with about Lachlan Shire Local Government Area or though needed improvement or maintenance.

The Draft LSPS will be presented to Council in mid-2020 to confirm the values and planning direction for the Lachlan Shire Local Government Area as articulated in Council's current strategic plans. The final LSPS will be further shaped from all community feedback received during the exhibition of the LSPS. The NSW Department of Planning, Industry and Environment and other relevant State Government agencies were also consulted with as part of a series of technical working group meetings and other workshops held throughout 2018 and 2019.

7 THE CENTRAL WEST REGION

The *Central West and Orana Regional Plan 2036* sets a 20-year vision for the Central West and Orana Region, which is to be the most diverse regional economy in NSW with a vibrant network of centres leveraging the opportunities of being at the heart of NSW. The Central West and Orana Regional Plan outlines a number of Directions to achieve this vision and Lachlan has a major role to play in successfully achieving this vision.

Lachlan Shire Council has collaborated with the Department of Planning, Industry and Environment to agree which directions and actions of the Central West and Orana Regional Plan are relevant to each planning priority in this LSPS. Each strategic priority gives effect to one or more Directions in the Central West and Orana Regional Plan.



8 OUR UNIQUE SHIRE IN THE HEART OF NSW

Lachlan Shire Council is geographically, the Heart of NSW with the Lachlan River running through it. The Shire covers an area of 14,970 square kilometres and has a population of 6,200 with the main towns and villages being: Condobolin, Lake Cargelligo, Tottenham, Tullibigeal, Burcher, Derriwong, Albert and Fifield. Aboriginal Community Murrin Bridge is a recent addition to the LGA.

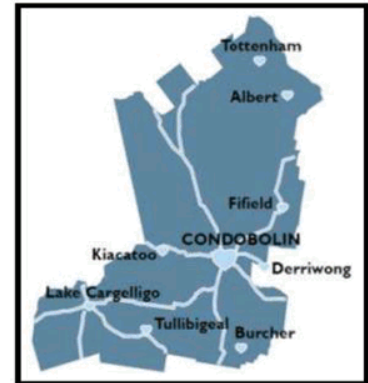
The Shire is the home to many traditional farming cultures and is one of the largest grain and wool producing areas within the Central West Orana Plan area and NSW. It is a rich agricultural area and in addition to grain and wool is significant producer of beef, lamb and cotton being located within an irrigation area. The agricultural sector accounts for nearly a third of economic activity.

A successful light-manufacturing sector is know well established in both Condobolin and Lake Cargelligo. Council has also established industrial estates in order to promote further growth, away from expanding rural residential housing.

The area is rich in Aboriginal history, with sites of significance featured around the Lachlan River, alongside creeks and lake areas as well as forests.

European Heritage is preserved in the towns and villages in buildings such as banks, court houses and hotels. In the rural area, farming stations with homesteads have been well maintained.

Tourism plays an important part in generating revenue for local business. The shire includes well services caravan parks that take advantage of natural landscapes. Our main streets are well defined and contain buildings that typically identify rural centres.



8.1 OUR TOWNS

8.1.1 Condobolin

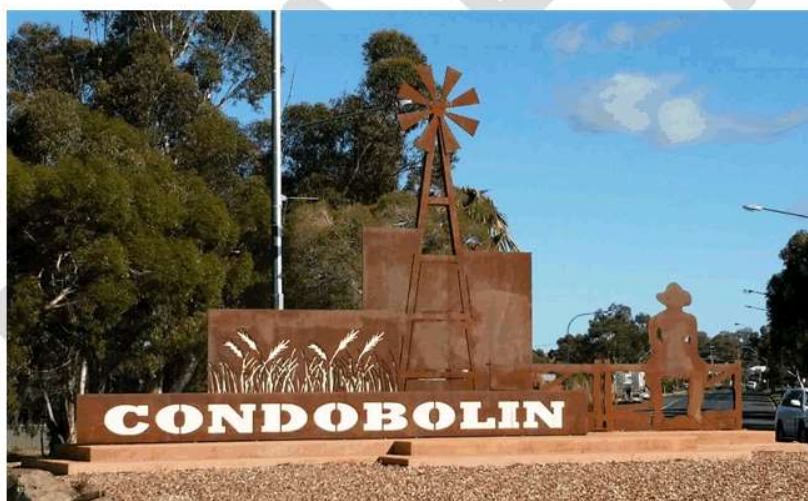
Condobolin is the largest centre in the Heart of NSW and is home to around 3,500 people. Condobolin lies on the banks of the Lachlan River, ideally located an hour from Parkes, Forbes, West Wyalong and Lake Cargelligo.

The town was gazetted in 1859 but for over 20 years it was essentially a stopover and river-crossing for drovers moving stock from the north and west of New South Wales to Victoria, hence there were a few permanent residents in what remained a pastoral area characterised by large holdings. Since the early settlers the Condobolin district has become a prime cropping and sheep and beef producing area.

A major copper discovery was made north at Melrose in 1885 and the town benefited from the subsequent traffic. A municipality was declared in 1890. Gold was found north-west at Overflow station, immortalised in Banjo Paterson's poem 'Clancy of the Overflow' in 1896 and a major copper and gold mine was in operation at Condobolin from 1898 until around 1910.

The railway arrived in 1898 and Condobolin was the railhead for the Central West until the line to Broken Hill was completed in 1927. Agricultural production was further expanded when the Wyangala Dam was established on the Lachlan in 1935.

Condobolin continues to be a busy country town, with both large and small industrial services and business, excellent medical services, a modern hospital and retirement village, banking services along with a variety of sporting and recreation facilities and the life blood of the town, the Lachlan River with all its natural beauty, fishing and wildlife.



Desired Future Character

Condobolin is to remain a focal point for the surrounding community. Main street upgrades will enhance visual aesthetics and give further definition.

Further identification and an increase of Aboriginal and European listed heritage site will assist in greater preservation and cultural.

Tourism potential is to be realised with the competition of the Ute's in the Paddock Precinct and identification of further projects and initiatives in areas such as Gum Bend Lake and the riverside.

The urban fringe completion through the implementation of the Urban Settlement Strategy. Industrial growth through identification of suitable land. Agricultural growth including increased irrigation through greater technologies and resources. Flood and bushfire protection policy is to assist in the hazard reduction. Transport and logistical connections with a focus on Parkes inland rail hub.

Community and sporting facilities are to further improved and maintained to a high level.

8.1.2 Lake Cargelligo

Lake Cargelligo is an unexpected oasis in Central NSW and is home to around 1,500 people. Lake Cargelligo is ideally situated not far from the Newell Highway, Mid-Western Highway and The Kidman Way.

The area is rich in aboriginal history as the Wiradjuri tribe gathered on the banks of Lake Cargelligo for many years prior to it being discovered by Oxley in 1817. An aboriginal quarry containing rich yellow and red ochres can still be found at an area on the lake's edge known as Frog Hollow. Deadmans Point at Lake Cargelligo is the location of several Aboriginal freshwater shell middens. Shell middens were formed by accumulations of shell by Aboriginal people collecting, cooking and eating fresh water mussels over a long period of time.

There is also a strong European history in Lake Cargelligo particularly the history of Wooyeo Station as well as the discovery of gold which established Foster's Reef Gold Mining Company.

Lake Cargelligo continues to be a busy country town, with small industrial services and business, servable medical facilities, along with a variety of sporting and recreation facilities and the life blood of the town, the "Lake" with all its natural beauty, fishing and wildlife.



Desired Future Character

Lake Cargelligo is to remain a prominent town. Town streetscape beatification improvements are to be identified and centred on focal points.

Further identification of Aboriginal and European heritage listed sites for cultural protection and tourism.

Tourism is also to be increased and centred on natural lake system and outback beauty.

Industrial growth within the footprint of existing areas.

Agriculture improvement including links to market and sustainable irrigation. Transport and logistic connection to inland centres such as Griffith and Parkes via Condobolin inland rail hub link.

Community and sporting facilities maintained to high level.

Housing is to remain within existing RU5 Village Zoned land.

8.1.3 Tottenham

The township of Tottenham originated through the discovery of copper in 1903 and is situated in the centre of New South Wales. In fact, the exact geographical centre of NSW is marked by a Cairn constructed from local mine slag from old Mount Royal and the Bogan River Copper Mines and is located just 34km west of town.

The town services a large and diverse agricultural industry with a population of approximately 350 and a district of approximately 1000. Situated on the sealed Bogan Way which links the Newell Highway at Forbes or Parkes to the Mitchell Highway at Nyngan, this provides an alternate journey for travellers wanting to get off the highways for a relaxed scenic experience.

The town is well serviced with local facilities including, medical centre, supermarket, hotel, rural supplies and town hall. It has a strong community core with sporting and horse racing clubs being focal social points.



Desired Future Character

Main street aesthetics to be improved and is to compliment historic buildings. Further identification of Aboriginal and European heritage through detailed studies. Mining potential to be explored in appropriate areas and to support the local community.

Agriculture is to remain key with transport and logistic connection to centres such as Parkes, Dubbo and Nyman strengthened.

Tourism is also to be increased and centred on heart of NSW location and outback beauty.

Community and sporting facilities to be maintained to a high level.

Housing is to remain within existing RU5 Village and R5 Large Lot Residential zoned land.

8.2 OUR VILLAGES

8.2.1 Albert

Much of the country around Albert has provided inspiration for Australia's poets, authors and artists with the Albert Rabbit Trap Hotel being the inspiration for Eric Jolliffe of Saltbush Bill fame. Since first featuring on Sunrise weather in winter 2011, Australian travellers country wide have been visiting the Big Rabbit Trap which was built to encourage tourists to explore the hidden gems off the main highways known as country towns and village. The town also features a parks, services, amenities and plenty of camping spots in the western themed caravan park.



Desired Future Character

Albert is to remain a rural village that supports the local community and attracts tourists.

Agriculture and mining opportunities will remain. Telecommunications are to be improved and tourism to be driven around the iconic Rabbit Trap.

Housing to remain within existing village zoned land.

8.2.2 Burcher

Burcher is located about 45 minutes from Condobolin and West Wyalong. The village is well serviced with local facilities including, post office, hotel and town hall. It has a strong community core with sporting clubs being focal social points.

Manna Mountain is located just to the north of Burcher. The scars left in the rocks from generations of Aboriginal people sharpening their axes indicate Manna Mountain has been a popular location with special significance for centuries.

Nearby is Lake Cowal (within neighbouring Bland Shire) which is home to one of Australia's largest open cut gold mines. The mine provides a boost to Burcher and its community with many residents of the locality employed by the mine.

There is a Bush Chapel on the western outskirts of the village. To the west of Burcher the locality of Bena is situated, which contains a Heritage Listed cemetery (Schedule 5 - Item 2).



Desired Future Character

Burcher is to remain a village and community focal point. Main street improvement for attractiveness, with a focus on entry points.

Telecommunication services are to be improved. Community services and recreation facilities are to be well supported.

Housing to remain within existing village zoned land.

8.2.3 Derriwong

Derriwong is a small village located about 15 minutes from Condobolin, north east towards Parkes and forms a gateway to the Lachlan Shire. It is located on the main rail line to Parkes and is predominately a farming district.



Desired Future Character

Derriwong is to remain a village. Visual appeal as a gateway to the Lachlan Shire is to be considered including well defining entry signage and silo mural for tourists.

Housing to remain within existing village zoned land.

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8.2.4 Fifield

The small village of Fifield is a mining town. Fifield was renowned for its deep lead alluvial platinum mining. Visitors are able to drive around Fifield to view the white platinum mounds.

The village is well serviced with local facilities including hotel, park and town hall.

Today, Fifield's main industry is agriculture with many sheep, cattle and cropping properties surrounding the area.



Desired Future Character

Fifield is to remain a village and community focal point. Main street improvement including community infrastructure for attractiveness, with a focus on entry points.

Mining in Fifield should further progress in coming years with the discovery of gold and platinum which is now able to be mined due to technological advances in the mining sector.

Telecommunication and essential services are to be improved. Housing to remain within existing village zoned land.

8.2.5 Tullibigeal

Tullibigeal is rural village situated between Lake Cargelligo and Condobolin. Nestled in hills and fertile farmlands, the small town began as a Cobb and Co stagecoach change station. It has a typical village subdivision layout, intersected by an active railway line used predominately for freight.

Tullibigeal has a strong primary production output including a well establish cattle industry with a prominent feedlot as well as sheep and prime cropping production.

The village is well serviced with local facilities including, co-op, hotel and town hall. It has a strong community core with sporting and horse racing clubs being focal social points.



Desired Future Character

Tullibigeal is to remain a village and community focal point. Main street improvement for attractiveness, with a focus on entry points.

Agriculture will remain the main industry with improvements to transport and logistic connection to centres such as Griffith and Parkes.

Increase in Bush tourism to social events such as picnic races and gymkhanas.

Essential and community services as well as recreation facilities are to be well supported.

Housing to remain within existing village zoned land.

8.3 ABORIGINAL COMMUNITIES

8.3.1 Murrin Bridge

Murrin Bridge is an Aboriginal community located only 12 kilometers to the north east of Lake Cargelligo, on the northern side of the Lachlan River. Murrin Bridge has approximately 80 residents who mostly access services from Lake Cargelligo.



Desired Future Character

Aboriginal Heritage identification and protection. Tourism opportunities for the local community are to be identified supported and well supported.

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9 LACHLAN LOCAL GOVERNMENT AREA

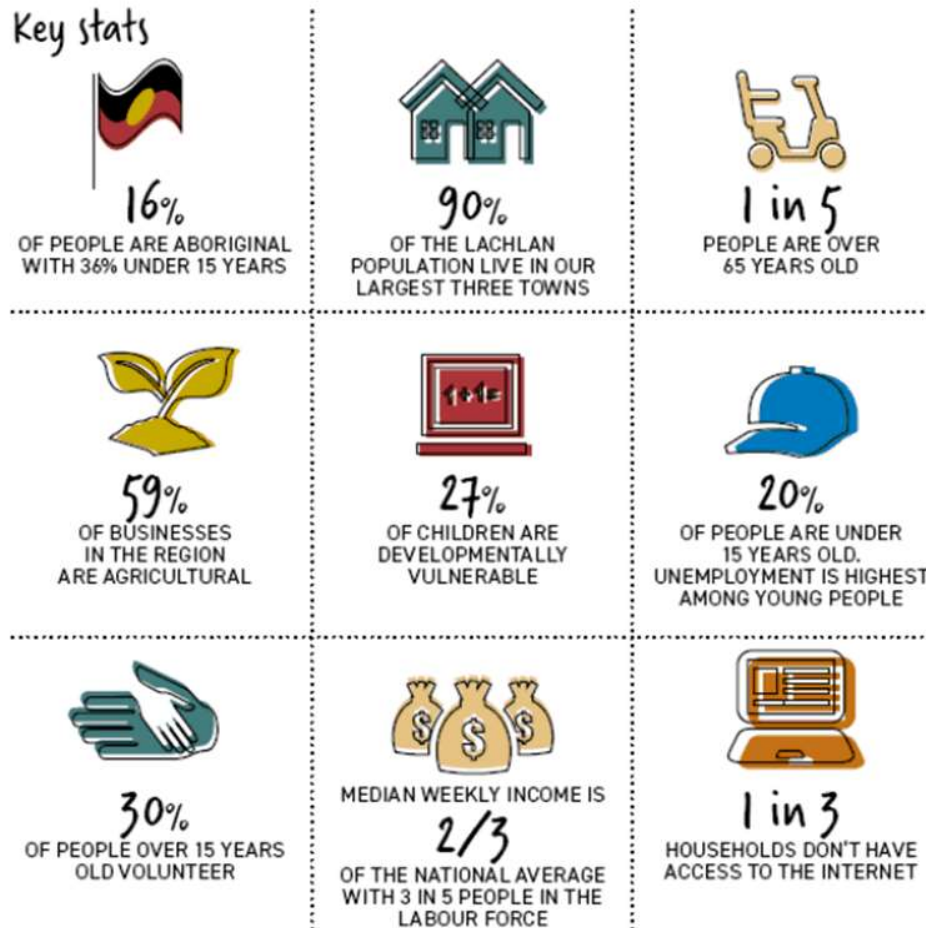


Image supplied by Growing Lachlan



10 VISION

Lachlan Shire Council's vision for the future is to be a progressive, vibrant and prosperous community where families come to stay and enjoy a relaxed, healthy way of life and community spirit. Our natural environment of lakes, meandering waterways and red soil plains is rich in cultural heritage, abundant wildlife and unparalleled beauty.

The Heart of NSW encompasses the local government area of the Lachlan Shire and is well known for its natural beauty, friendly and welcoming locals and relaxed bush lifestyle.

The towns and villages in the Lachlan Shire capture the essence of life in the bush. All our towns and villages have distinctly unique features and many attractions to see.

We are proud to deliver the ultimate bush experience here in the Heart of NSW and are committed to the development of key infrastructure that will encourage people to stay/move to our LGA.

The Shire's town centres add a vibrancy and add to the appeal of the region, support the industrial hubs and the agricultural sector and provide a range of business opportunities. The economy is characterised through its strong agricultural backbone, a growing tourism sector and diverse manufacturing base whilst supported by a robust transport sector.

The Lachlan Shire Government Area's local economy offers a diverse, sustainable and vibrant local economy. Local enterprises are supported by a collaborative and inclusive environment having access to education and training opportunities, sound infrastructure and a range of community services for employees. Entrepreneurial spirit and innovation are fostered, and technology are harnessed for existing and emerging industries. We will facilitate skills development to build community capacity and increase industry diversification, by supporting the delivery of tertiary programs that will support local economic sectors

The Shires youth are an integral part of the future of the Region and are educated, motivated and skilled through the provision and access to a range of quality training and development programs.

We strive to build community capacity to take ownership of local projects, by focusing on engagement and unity we aim to foster a sustainable community. We will continue to support community events that foster unity, seek to upskill locals, and promote the take-up of new opportunities.

We are an aging community and we hope through the provision of key services we will be able to ensure our elderly can age in place.

11 INDUSTRY SUSTAINABILITY

The Shire's economic base includes sectors such as agriculture, manufacturing and health services provision. Lachlan Shire is a strong agricultural region in NSW.

In typical harvest the shire produces around 17% of the State's annual wheat crop and oat crop generated around 16% of the total agricultural income for NSW. A successful and growing manufacturing sector has been established in Condobolin and Lake Cargelligo. This includes an emerging light industry and manufacturing sector in the region producing products for a global market.

Tourism is an emerging industry with the natural beauty of the Lachlan River, Gum Bend Lake and picturesque Lake Cargelligo appealing to visitors and residents alike.

11.1 AGRIBUSINESS

Agriculture is the largest contributor to both Gross Regional Product (GRP) at 29.9% and employment (32.1%) in the Lachlan Shire. The Agriculture industry contributes almost \$83 million to the regional economy with cereal crop (wheat, barley and canola) and small livestock being the major sectors.

The contribution of the agricultural sector is felt outside of the Shire boundaries with Lachlan producing approximately 17% of the NSW wheat crop, 36% of NSW oats and 14% of NSW total broad acre crops such as oilseeds and safflower.

The agricultural sector has experienced significant challenges over the last decade due to a severe and extended period of drought and more recently flooding. However, the resilience of the sector is unquestioned. The sector accounts for more than 60% of all businesses in the Shire supporting significant flow-ons to the transport, retail and manufacturing sectors and is vital to the long-term future of the region.

Ensuring the protection of our primary production zoned land from encroachment and incompatible land uses will be essential to the sustainability of the industry. In addition, the manufacturing or transport and warehousing industries could add value to the rich array of agricultural produce in the region. The application of biotechnology, the engineering of food from raw products to the consumers and the restructuring of the distribution system to and from the producer all provide opportunities for adding value. Carbon Farming is also an emerging industry which Council will support.

11.2 TOURISM

Tourism is a growing industry in Lachlan. Visitor numbers have increased year on end with a greater amount of visitors. Three-quarters of the visitors to the Lachlan originate from within NSW and just over half travel to visit friends and relatives. The sector contributes more than \$31 million annually to the local economy.

Tourism in the Lachlan Shire is centred on the natural landscape and the bush environment. The large expanse of water at Lake Cargelligo as well as Gum Bend Lake and the Lachlan River provide the pristine setting for bushwalking, birdwatching, fishing and water based recreational activities.

The bush experience is unmistakable with visitors able to participate in gymkhanas, sports days, rodeos, show competitions and picnic race meetings whilst staying in numerous picturesque locations throughout the Shire. The outdoor activity is supported by the RV friendly main urban centres that encourage travellers with a motor home, camper van or caravan to stop and stay in the community. Camping areas are abundant throughout the region and are well resourced.

Tourism is viewed and supported as an important potential growth area for the region and opportunities exist for the local community to take advantage of this in the coming years. Issues have been identified in terms of branding and marketing of the region and potential identified to capitalise on the region's natural assets and scenic beauty.

With the main towns of Lake Cargelligo, Condobolin & Tottenham all being geographically dispersed (100km) there is opportunity to build on the RV market and potential associated product development.

There is opportunities for landmark infrastructure such as grain silos and water tanks to be painted by artists to depict cultural, historical or significant events. Establishment of such a precinct would create a shire trail in towns and villages. This creativity would also link with other existing trails in surrounding areas and NSW wide.

Paddock to plate and niche producer opportunities exist throughout the shire, with adequate support and assistance required for those to realise and reach full potential.

Adaptive re-use of redundant buildings of value to the area should be explored and will be encouraged to promote local identity.

Ensuring our Lachlan Local Environmental Plan adequately permits farm stay accommodation, temporary events, u-camping and functions centres will support the demand for current and expected future farm stay and other types of accommodation.

11.3 INLAND RAIL

The Lachlan region is ideally located to benefit from economic and supply chain opportunities arising upon completion of the Inland Rail project. Linkages between our significant agriculture sector and the Inland Rail will increase the competitiveness and productivity of the local industry in the Lachlan region.

Opportunities exist to use existing infrastructure to connect the Parkes Rail Hub through establishing a formal branch line and freight hub at Condobolin. This will bring more markets and opportunities to the doorstep of the Lachlan Shire and outlying region thus creating significant opportunism and growth potential for the community.

11.4 EDUCATION AND HEALTH

The Education and Health sectors have a dual role in economic development within the Lachlan community. Firstly, these sectors provide employment within the region, generating income which flows on to other sectors. Secondly, an educated and healthy workforce is essential to drive growth and productivity in the local economy.

The Education and Training sector in Lachlan employs 7.5% of our people, with the largest proportion being employed in school education. Access to post-school education is available via Western TAFE, however, often school leavers are required to leave the region to seek further education and training. Existing educational infrastructure should be utilised to grow the skills base in the region with a particular focus on outcomes of Aboriginal/youth in the region.

A stronger focus on increasing access to and participation in secondary, vocational education and higher levels of education will assist in retaining local young people and attracting new people into the area.

Health Care and Social Assistance is the second largest employer in Lachlan, after Agriculture, employing more than 300 people across the Shire. Additionally, health care is a quality of life factor impacting the retention and attraction of employment in other industries. The need to travel long distances to access health services is an issue across the region.

The Community Strategic Plan for Lachlan identified "Health, wellbeing and culture" as one of the key themes to achieve the vision of the community. Access to health care services is vital in retaining and attracting a workforce to support industry growth. With an ageing population, investment in health care will create new business and employment opportunities in the region.

11.5 INDUSTRIAL ACTIVITY

Manufacturing in the Lachlan is a relatively small sector currently contributing over 150 full time equivalent jobs. However, the sector has grown significantly, increasing by approximately 25% between the 2006 and 2011 Census period, with continued growth over the last 5 years.

The manufacturing industry contributes more than \$19 million to the local economy with fabricated metal product contributing more than a quarter of the manufacturing value-add. Manufacturing in the Lachlan has significant links to the broader Agriculture, Forestry and Fishing Industry with Paper

Manufacturing and Food and Beverage Manufacturing providing important industry value-add at a local level.

As one of the comparative advantages, manufacturing is a high growth sector that can drive economic outcomes such as employment. This advantage can be further developed through the combination of enhancing factors such as knowledge, resources, skills and the ability to innovate within the industry.

A small but very successful light-industry manufacturing sector has emerged in Condobolin and Lake Cargelligo and Council has established industrial estates to promote further growth. The establishment of mining and mining related industry and renewable energy are seen as emerging industries for the Shire.

There are opportunities to harness existing knowledge and improve efficiencies through collaboration of the region's business base. Knowledge sharing, procurement strategies, enhancing supply chains between industry can result in cost effectiveness and the expansion into new market opportunities. Our industrial zoned land is in demand. Satellite industrial areas would not be an ideal planning outcome. Ensuring there is industrial land available for future industry development will ensure industry growth in the future.

11.6 MINING

The Mining industry in the area is expanding with ongoing exploration and on the ground opportunities. Infrastructure in the direct area of mining operations should reflect the everyday impacts that the industry has on them. Mineral resource extraction can benefit and affect our community in different ways during the mining lifecycle. The sustainable management of mineral resources must consider and balance varying impacts to produce long-term economic, social and environmental outcomes.

While mining activities have specific operational needs that can compete with other land uses, they are also temporary and depend on the productive life of the facility or resource. Once extraction sites have been identified, there may be opportunities to identify interim activities that will enable productive use of the land without sterilising the potential of the underlying resource.

Local land use strategies must respond to the lifecycle of mining to give all stakeholders, including investors, certainty around the long-term productive value of land.

Employment and growth as a result of investment in the area will be critical to maintaining all localities.

11.7 SUPPORTING INFRASTRUCTURE

Hard infrastructure is critical to the ongoing sustainability of the region in retaining and growing existing industries and in the attraction of new investment and residents. Focus areas include access to a reliable and adequate electricity supply, water infrastructure, effective telecommunications and road, rail and air transportation networks. Ensuring adequate resources to fund existing and future upgrades in the provision of hard infrastructure is critical to the ongoing sustainability of the region. There are opportunities for solar developments on land that is suitably zoned.

Soft infrastructure is the delivery of specialised services to the community in Lachlan. This includes governance infrastructure by way of legislation and regulation from local, state and federal governments. Social infrastructure includes the provision of health, education and social welfare systems. The provision of economic infrastructure such as communication, transportation, and distribution networks, financial institutions and markets, and energy supply systems facilitate business activity in the region. The provision of programs and services in the region is essential to enhancing the skills and knowledge base of the workforce, improving business activity and providing a lifestyle for current and future residents.

Effective transport networks are essential to the Lachlan region due its location centrally located in NSW. The Shire is located 460kms by road to Sydney, 670 kms to Melbourne, 1070 kms to Brisbane and 980 kms by road to Adelaide.

12 HEALTHY AND COHESIVE COMMUNITY

12.1 OUR CHANGING DEMOGRAPHIC

We recognise that our population has fluctuations due to the demographic, but generally the population is in overall decline (last 20 years). This can be attributed to the change in agricultural practices, opportunities in larger towns and ancillary industries significantly reducing staff numbers due to efficiencies in technology.

A large proportion of our aging population, who have the means to move away, do so to access higher order services.

12.2 HOUSING

Housing is predominantly in the form of detached dwelling houses. New growth and development will be predominately be located in the existing urban footprint to assist in consolidating communities. This will help strengthen the identity of the community, enhance heritage, maintaining the viability of infrastructure and services, avoiding natural hazards and reducing pressure on water and land resources.

We recognise that there is a shortage of temporary accommodation for contractors and visitors. We will work with local industry to determine the best options to manage shortages.

It is expected that the onus will be on Council to build new subdivisions on lands outlined in the Urban Settlement Strategy and encourage developments such as motels and mixed use.

12.3 PROTECT OUR NATURAL ENVIRONMENT

Lachlan Shire is Wiradjuri Country and is valued for its unique setting next to the Lachlan River, its vast natural lake system, its wide-open spaces and strong connections with bush culture and traditional Aboriginal knowledge. Council will complete the Lachlan Aboriginal Cultural Heritage Study

12.3.1 Increase resilience to climate change and natural hazard risks

Our communities are exposed to the severity of our climate. Improving water security, managing our risk to flooding and better equipping our communities to manage extended drought periods will continue to be a focus area for Council.

New development or the intensification of uses in areas potentially affected by flooding or bushfire will be avoided, other than where development can be designed or sited to minimise risk to people, property and the environment. We recognise our community is susceptible to extreme temperatures and will ensure our current and future developments are adapted to maintain our resilience to temperature variability.

Any future development will consider the potential for extreme weather events and wherever possible is located and designed to suit the local climate, particularly by reducing reliance on non-renewable energy and water consumption, especially during times of drought

12.3.2 Protect and Manage Environmental Assets

Any future development will avoid and be buffered from areas of environmental significance and protect the integrity and viability of habitat and biodiversity values, and biophysical and ecological processes.

Council will closely manage development along the river corridor. The Lachlan River and Lake Cargelligo are fundamental to our community and will continue to be protected and enhanced as a key assets and focal points. Protecting our unique vegetation and reducing the presence of overstocked land is a concern for council.

12.4 CELEBRATE HERITAGE ASSETS

Lachlan Shire Council has 1 item of State significance and 31 items of local significance listed in the Lachlan Local Environmental Plan 2013. Properties that possess a unique historical, scientific, cultural, social, archaeological, architectural, natural or aesthetic value are recognised through heritage listing as being worthy of conservation and retention. A comprehensive study on the Aboriginal and other heritage values in our Shire is underway and will be highly beneficial for Council and the community. Council and the community are limited to the number of items included in Schedule 5 of the Lachlan Environmental Plan 2013, without adopting the recommendations of the heritage study it is difficult to ascertain the heritage value of sites. Council will work towards completing the comprehensive heritage review of the Shire, including the Lachlan Aboriginal Cultural Heritage Study in the short term.

DRAFT

13 OUR ACTIONS

Focus (Planning Priority)	Alignment with Policy	Strategic Outcome	Description	Priority (Term)
Tourism	Central West and Orana Regional Plan – Direction 4	Promote and diversify regional tourism markets	1. Promote local indigenous cultural opportunities in tourism including riverside and unique inland lake oasis.	Short
			2. Complete development of the Utes in the Paddock Precinct and investigate a Lachlan art trail through villages and towns on prominent infrastructure.	Med
			3. Ensure experiences are available throughout the year to accommodate seasonal fluctuations.	Med
			4. Work with neighbouring regional councils/Organisations to promote Lachlan Shire as a tourist destination.	Short
Infrastructure	Central West and Orana Regional Plan – Direction 9	Increase renewable energy generation	5. Promote & facilitate small-scale renewable energy projects using bioenergy, solar, wind, small-scale hydro, geothermal or other innovative storage technologies through local environment plans.	Med
	Central West and Orana Regional Plan – Direction 18	Improve freight connections to markets and global gateway	6. Explore opportunities for connection with inland rail at Parkes through a branch line and local logistics hub at Condobolin for local producers and industries.	Med
	Central West and Orana Regional Plan – Direction 19	Enhance road and rail freight links	7. Continue to develop the Lachlan Valley Way and local road links to support regional transport from Griffith and Hillston to Tottenham and Narromine to link with the Newell Highway at Gilgandra. 8. Develop a regional road transport support node at Condobolin.	Med Long
Agriculture	Central West and Orana Regional Plan – Direction 1	Protect the regions diverse and productive agricultural land	9. Protect important agricultural land use resources whenever possible, by discouraging land use unrelated to agriculture from locating on agricultural land and minimise any unnecessary fragmentation of rural land.	Med
	Central West and Orana Regional Plan – Direction 2	Grow the agribusiness sector and supply chains	10. Promote and facilitate the development of intensive agricultural opportunities.	Med
Housing	Central West and Orana Regional Plan – Direction 25	Increase housing diversity and choice	11. Ensure future residential development is located on land that is currently zoned and serviced or identified for rezoning within the Lachlan Shire Urban Settlement Strategy. 12. Ensure housing in villages is within existing zoned land and that the villages are appealing through maintaining areas in accordance with Lachlan Village Enhancement Plans.	Med Med
	Central West and Orana Regional Plan – Direction 28	Manage Rural Residential Development	13. Ensure appropriate interface between residential, rural and the renewable energy industry sector.	Med
Protect our Natural Environment	Central West and Orana Regional Plan – Direction 13	Protect and manage environmental assets	14. Maintain the consistency of the water supply to the community and investigate and improve the network infrastructure where possible. 15. Protect high environmental value assets through local environmental plans.	Med Short
	Central West and Orana Regional	Manage and conserve water	16. Promote and preserve our natural environment in sensitive areas.	Med

Protect our Natural Environment	Plan – Direction 14	resources for the environment	17. Undertake studies and implement recommendations to ensure water and the environment are sustainable.	Med
	Central West and Orana Regional Plan – Direction 15	Increase resilience to natural hazards and climate change	18. Incorporate the best available hazard information into the Lachlan LEP and DCP consistent with current flood studies, flood planning levels, modelling and floodplain risk management plans.	Short
			19. Review Councils Bushfire hazard mapping with NSW Rural Fire Service and update policy to ensure land use is well informed and development is appropriately protected.	Short
Heritage	Central West and Orana Regional Plan – Direction 16	Respect and protect Aboriginal cultural heritage assets	20. Protect, manage and respect Aboriginal objects and places in accordance with legislative requirements.	Med
			21. Complete heritage studies in consultation with the Aboriginal community to ensure preservation of sacred sites and connection to country.	Short
	Far West Regional Plan – Direction 19	Conserve and adaptively re-use European heritage assets	22. Prepare, review and update heritage studies in consultation with the community to recognise and conserve heritage assets and items and include appropriate local planning controls.	Med
Mining and Mineral Resources	Central West and Orana Regional Plan – Direction 4	Sustainably manage mining resources	23. Investigate opportunities to redevelop and enhance streetscapes and entrances to towns and villages.	Long
			24. Ensure that mining is sustainable and provides for additional employment opportunities in Lachlan Shire.	Med
Development Planning and Promotion	Central West and Orana Regional Plan – Direction 10	Promote business and industrial activities on employment lands	25. Develop Lachlan Shires mining potential and protect resources while planning for long-term social and utility growth.	Long
			26. Investigate opportunities for land use growth to ensure business and industrial uses have solid foundations.	Med
	Central West and Orana Regional Plan – Direction 12	Plan for greater land use compatibility	27. Implement the recommendations of the Lachlan Shire Urban Settlement Strategy in policy including LEP and DCP.	Short
	Central West and Orana Regional Plan – Direction 23	Build the resilience of towns and villages	28. Investigate opportunities for land use growth	Long
Central West and Orana Regional Plan – Direction 29	Deliver healthy built environments and better urban design	29. Prepare, review and update relevant policy in consultation with the community to recognise and conserve heritage assets and items and include appropriate local planning controls.	Med	
		30. Support the provision and continued development of major regional sports, recreation and cultural facilities.	Short	

Table 1 – Our Actions

14 CONTACT



If you would like more information or would like to submit feedback on this Plan, please send your comments to the General Manager, Lachlan Shire Council:

Via Post: PO Box 216, Condobolin NSW 2877

In Person: Lachlan Shire Council, 58 - 64 Molong Street, Condobolin NSW 2877

On-Line: lachlan.nsw.gov.au

Phone: (02) 6895 1900



9.4 DEVELOPMENT DATA - FEBRUARY 2020

TRIM Number: R20/49

Author: Administration Coordinator - Environment, Tourism & Economic Development

PURPOSE

This report is to provide Council with information in relation to development activity occurring within the Shire during February 2020.

SUPPORTING INFORMATION

Councils Development Application Data.

BACKGROUND

During the month of February 2020 there were five (5) applications lodged with a value totalling \$1,261,900.00. No (0) approvals were issued within this time.

Comparison to Previous Year: Applications Approved February 2019

Total **Number** of Applications **approved in February 2019:** 5

Total **Value** of Applications **approved for February 2019:** \$311,500.00

Development Applications and Complying Development Certificates Received in February 2020.

Development Identifier	Development Description	Location	Value
2020/3	Residential Dwelling	64 Officers Parade Condobolin	\$394,000.00
2020/4	Residential Carport	33 Mahonga Street Condobolin	\$12,000.00
CDC 2020/103	Residential carport	Henry Parkes Way	\$8,400.00
2020/5	Shipping Container	Randall Place Condobolin	\$500.00
2020/6	Industrial Shed	Burnett Street Condobolin	\$847,000.00
TOTAL	5		\$1,261,900

Comparison to Previous Year: Applications Received February 2019

Total Number of Applications **received in February 2019:** 2

Total Value of Applications **received for February 2019**: \$4,700,000

Processing Times for Approvals

A total of 22 approvals have been issued this financial year at an average of 27 days, which is within the legislative timeframe for approvals and well below the average net days taken to determine a DA across all NSW Councils.

ISSUES AND COMMENTS

No foreseeable issues.

FINANCIAL AND RESOURCE IMPLICATIONS

All fees associated with the applications referred to herein have been paid.

LEGAL IMPLICATIONS

None anticipated.

RISK IMPLICATIONS

Council has assessed all applications against relevant legislation to minimise Council's exposure to risk.

STAKEHOLDER CONSULTATION

Regular consultation and engagement with applicants of Development Applications and Complying Development Certificates occurs during the pre-lodgement, assessment and approval stages of each application in line with legislation and Council's planning instruments. Council also often engages with the community and adjoining owners in respect of applications.

OPTIONS

1. Receive and note the report.

CONCLUSION

Development Application and Complying Development Certificate approved data reveals a total development value of \$5,390,641 for applications approved in the 2019/2020 financial year.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Build Civic Leadership and Pride

4.7 Strong Effective Council

ATTACHMENTS

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RECOMMENDATION

That the Director Environment, Tourism and Economic Development Report No. R20/49 be received and noted.

10 INFRASTRUCTURE SERVICES

10.1 FY1920 ROADWORKS MONTHLY UPDATE FOR FEBRUARY

TRIM Number: R20/41

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 months of February, works in progress in the month of March and works scheduled for the month of April 2020. The execution and completion of works varied on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

SUPPORTING INFORMATION

Nil

BACKGROUND

Grant Deeds from NSW Treasury for Fixing Country Roads projects, RNSW2321 SR 1029 Tullibigeal Road, RNSW 2320 Maitland Street, Condobolin and RNSW2319 SR 230 Curlew Road had still not been received as at 12 March but Restart NSW have assured staff that the grant deeds will be finalised as soon as possible. The probability of completing all three of these projects before the 30 June is very low because of the ongoing delay in receiving the grant deeds. It is anticipated that approx. \$2 million of work on the Fixing Country Roads projects will need to be carried over to 2020-2021.

Resources have been allocated to Roads to Recovery projects, namely RNSW2289 MR57S the Gipps Way, Regional Roads Block Grant projects, namely MR231 Wyalong Road and restoration of road damage due to recent rain events. Subject to wet weather not continuing, those projects are expected to be completed by 30 June as budgeted.

ISSUES AND COMMENTS

Road Construction

Work has continued on construction projects on MR57S Gipps Way widening with reconstruction work on the first 3.2 km south of Condobolin commencing in January 2020. Rain in early February and to date in March has delayed construction work on this project for approximately four weeks. Replacement and extension of minor culverts in this section of the road is taking place concurrently. There are no plans to replace the major culverts at the Murie as these will be completed should funding be granted under the Growing Local Economies program for the next stage of developing the Utes in the Paddock project.

Council's sealing contractors resealed 2.3km of Gipps Way in February but were rained off before they could complete the further 7.6km of road ready for resealing. They were due to return in the first week in March but more rain again delayed their progress. They are now programmed to return on 24 March. Culvert replacement will be undertaken on two further sections of Gipps Way which will enable the sealing contractor to reseal 13.6 km of Gipps Way instead of 7.6km when they return.

Work has continued on the SR 1029 Tulligibeal Road reconstruction and seal extension using the Roads to Recovery portion of the project funding. If the grant deed for this project does not arrive from Restart NSW by Easter, work will have to be suspended as it was in late December on Curlew Road.

Road Maintenance

Rain at the start of February and March has seen an increase in maintenance grading unsealed roads and other road repair work, including pothole patching on sealed roads. However some roads

were repaired in February only for the same damage to occur in the March rain event. All maintenance graders are currently in operation with only two of Council's construction graders currently working on construction projects. Once the worst of the rain damage is repaired across the shire, one construction team will be formed out the maintenance graders to commenced work on Willow Bend Road widening.

Works completed in February 2019

<p>Road re-sheeting / grade, water & roll</p>	<p>Road re-sheeting works were undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • Nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil
<p>Road and culvert reconstruction and sealing</p>	<p>Road reconstruction and sealing work was undertaken on selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR57S The Gipps Way FCR • MR231 Wyalong Road 8km TfNSW Repair Grant sealing • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR1033 Boreamble Rd 2.4km RTR sealing <p>1.</p>
<p>Road reseals</p>	<p>Road resealing works were undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR57S The Gipps Way FCR 2.3 km • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil • <u>State Road</u> <ul style="list-style-type: none"> • MR61 Henry Parkes Way Heavy Patches <p>2.</p>
<p>Maintenance grading / sucker removal / line marking /Storm Damage repairs</p>	<p>Routine maintenance grading work was undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • Nil • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR5 Lansdale Road • SR6 Billandary Road • SR11 Moira Vale Road • SR23 Jumble Plains Road • SR25 Kerriwah Road • SR29 Cajildry Road • SR42 Yarran Road • SR44 Melrose Plains Road • SR54 Tinda Tank Road • SR63 Wilga Ridge Road • SR74 Derriwong Road • SR75 Ridgelands Road • SR105 Wamboyne Road • SR138 Yaddra Road • SR192 Trigalong River Road • SR230 Lachlan Valley Way • SR254 Native Dog Road • SR270 Cadara Road

	<ul style="list-style-type: none"> • SR274 Lunaria Road • SR321 Craig End Road • SR338 Hassans Lane • SR381 Verona Road • SR1006 Brotherony Road • SR1169 Bobadah Road • SR1347 Albert Road <p>3.</p>
Shoulder grading / re-sheeting and resealing/patching	<ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR7513 Lake Cargelligo Road 18km • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil

Works in Progress March 2020

Road re-sheeting / grade, water & roll	<p>Road re-sheeting work is being undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR461 Henry Parkes Way • MR7514 Nyngan Road • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR134 Toliman Road • SR135 Wardry Bus Road • SR45 Boona Road • SR53 Mumbil Tank Road • SR1347 Albert Road
Road and culvert reconstruction and sealing	<p>Road reconstruction and sealing work is being undertaken on selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR57S The Gipps Way 3.2km FCR Construction • MR231 Wyalong Road – widening and reseal REPAIR Line Marking • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR1029 Tulligibeal Road 13km RTR-FCR Construction • SR1033 Boreamble Road 2.4km RTR Line Marking <p>4.</p>
Road reseals	<p>Road resealing work is being undertaken on the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR7513 Lake Cargelligo Road 10 km • MR57S The Gipps Way FCR 8 km • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil • <u>State Road</u> <ul style="list-style-type: none"> • Nil <p>5.</p>
Maintenance grading / sucker removal / line marking	<p>Routine maintenance grading work is being undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR7514 Nyngan Road • MR231 Wyalong Road Line Marking • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR1 Wonga Road

	<ul style="list-style-type: none"> • SR5 Lansdale Road • SR10 Meadowview Road • SR11 Moria Vale Road • SR13 Millridge Road • SR23 Jumble Plains Road • SR25 Kerriwah Road • SR303 Gleninga Road • SR34 Wilmatha Road • SR37 Yambora Road • SR41 Red Heart Road • SR42 Gobondery Road • SR43 Back Tullamore Road • SR44 Melrose Plains Road • SR46 Carawatha Road • SR50 Vermont Hill Road • SR54 Tinda Tank Road • SR56 Bimbella Road • SR58 Mowabla Road • SR60 Springvale Road • SR62 Carislie Road • SR65 Euligal Lane • SR66 Ootha Road • SR70 Burando Road • SR73 Reynella Road • SR74 Derriwong Road • SR75 Ridgелands Road • SR76 Timmins Lane • SR115 Elsmore Lane • SR300 Lara Lane • SR301 Hockey Road • SR306 Kirks Road • SR308 Moonbah Lane • SR318 Boony Doon Lane • SR321 Craig End Lane • SR333 Rosedale Road • SR350 Arundle Road • SR358 Berrys Road • SR380 Cincinnati Lane • SR381 Verona Road • SR384 Karawah Road • SR385 Terrys Lane • SR1169 Bobadah Road • SR1347 Albert Road • Rodeo Drive – line marking <p>6.</p>
<p>Shoulder grading / re-sheeting and resealing</p>	<p>Routine shoulder maintenance work is being undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR57n Fifield Road • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil <p>7.</p>

Tree Pruning	Light pruning of branches overhanging SR376 Willow Bend Road (to 1m behind the rails on the bridge).
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Works Planned for April 2020

<p>Road re-sheeting / grade, water & roll</p>	<p>Road re-sheeting and grade water roll (GWR) works is planned for the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • Prioritised based on condition. To be advised in March report. • <u>Shire Roads</u> <ul style="list-style-type: none"> • Prioritised based on condition. To be advised in March report.
<p>Road and culvert reconstruction/repairs and sealing</p>	<p>Road reconstruction and sealing work is planned for selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR57S The Gipps Way 45km FCR • MR57N Fifield Road - install drainage • MR377 Lachlan Valley Way – widening • <u>Shire Roads</u> <ul style="list-style-type: none"> • SR231 Curlew Rd 13km RTR-FCR • SR376 Willow Bend Road widening RTR 8.
<p>Road resealing</p>	<p>Road resealing work is planned for selected segments of the following roads.</p> <ul style="list-style-type: none"> • <u>State Road:</u> <ul style="list-style-type: none"> • Nil • <u>Main Roads:</u> <ul style="list-style-type: none"> • MR57S The Gipps Way FCR 20km • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil <p>9.</p>
<p>Maintenance grading / sucker removal</p>	<p>Routine maintenance grading work is planned for the following sealed/unsealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR61N Henry Parkes Way • <u>Shire Roads</u> <ul style="list-style-type: none"> • As Required work not completed in March list <p>10.</p>
<p>Shoulder grading / re-sheeting/ line marking</p>	<p>Shoulder grading work (re-sheeting) is planned for the following sealed roads.</p> <ul style="list-style-type: none"> • <u>Main Roads</u> <ul style="list-style-type: none"> • MR57S The Gipps Way - line marking 10km • MR7513 Lake Cargelligo Road – line marking 10km • <u>Shire Roads</u> <ul style="list-style-type: none"> • Nil
<p>Ongoing survey, investigation & design projects</p>	<ul style="list-style-type: none"> • <u>Lake Cargelligo Heavy Vehicle Bypass</u> 11. Stage 1 works almost complete including final seal. Lines and signs to follow but being delayed by Transport for NSW approval. Stage 1B (Grace St) designed & costed. Ready to construct subject to Council allocation of Roads to Recovery funding. Stage 2 (Narrandera St) concept design done. Detailed design & estimate scheduled for April 2020. • <u>Golf Links Rd and Gum Bend Rd- Kerb & Gutter</u> 12. Design complete. Half of works budgeted FY1920. Private works quotation for two driveways to be sent to landowners.

	<ul style="list-style-type: none"> • Condobolin School Precinct <ul style="list-style-type: none"> 13. Detailed design and construction cost estimate complete. Grant fund opportunity under RMS Fixing Local Roads being investigated for FY2021. 14. • <u>Foster Street Upgrade</u> <ul style="list-style-type: none"> 15. Detailed design and construction cost estimate complete. Water mains relocation scheduled to start December but delayed until April, stormwater installation scheduled to start February but delayed until Bridge St drainage design completed. Roadworks scheduled for FY2021, subject to funding. Grant opportunity under RMS Block Grant, Roads to Recovery and Fixing Local roads is being investigated. • <u>William, Busby & Lachlan Sts Upgrade</u> <ul style="list-style-type: none"> 16. Consultant: Heath Consulting 17. Detailed design and construction cost estimate complete. Water mains relocation, footpath works scheduled for December but delayed until April 2020. Stage 1 roadworks scheduled for FY2021 (William St grant funding under RMS Block & REPAIR & Busby St grant funding under RMS Fixing Local Roads being investigated). Stage 2 roadworks scheduled in FY2122 (Lachlan St grant funding under Fixing Local Roads & FAG being investigated). • <u>Officers Parade Roads & Drainage Upgrade</u> <ul style="list-style-type: none"> 18. Concept design and cost estimate received. Grant opportunity under RMS Fixing Local Roads being investigated. • <u>Cargelligo Street Reconstruction with sealing</u> <ul style="list-style-type: none"> 19. Detailed design and cost estimate received. Grant opportunity under RMS Fixing Local Roads being investigated for FY2122. • <u>SR60 Springvale Road Upgrade curve Realignment</u> <ul style="list-style-type: none"> 20. Design complete. Works delayed owing to lack of water and land acquisition negotiations. Construction deferred until FY2021.
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FINANCIAL AND RESOURCE IMPLICATIONS

CONSTRUCTION PROJECTS					
Regional Roads					
Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
MR7513 Lake Cargelligo Road, shoulder re-sheet and seal	\$295k	TfNSW Block Grant	\$292k	\$292k	Complete.
MR57N Fifield Road, 1.7 km shoulder widening north of Fifield	\$20k	TfNSW Block Grant	\$5k	\$20k	Culvert pipes ordered and delivered.
Regional Roads, reseals	\$496k	TfNSW Block Grant	\$0k	\$496k	Budget re-allocated in QBR1. Revised upwards in

					QBR2 by \$456k. Contractor rained off in February and early March.
MR57S The Gipps Way, seal widening	\$3.516m	Fixing Country Roads \$2.8m, TfNSW Block Grant \$1.172m, \$400k 2018/19 REPAIR.	\$1.421m	\$3.516m	\$856k completed in 2018/19 as REPAIR project. Complete by May 2020.
MR231 Wyalong Road, 7.8 km shoulder widening and reseal	\$800k	\$400k TfNSW REPAIR, \$400k TfNSW Block grant	\$727k	\$800k	Sealing completed in February.
MR377 Lachlan Valley Way, widen seal 2 km Stage 1	\$295k	TfNSW Block Grant	\$0k	\$295k	Work to commence in Q4.
Regional Roads, heavy patching	\$33k	TfNSW Block Grant	\$0k	\$33k	Work to commence in Q4.

CONSTRUCTION PROJECTS

Local Roads

Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
SR60 Springvale Road, reconstruct and widen two bends	\$228k	RTR	\$0k	\$228k	Land acquisition underway.
Foster Street, Lake Cargelligo, reconstruct centre lane	\$300k	RTR	\$0k	\$300k	u/g services scheduled for April 2020.
SR343 Willow Bend Road, reconstruct and widen stage 1	\$150k	RTR	\$0k	\$150k	Work to commence in Q4.
SR11 Moiravale Road	\$113k	RTR	\$113k	\$113k	Complete.
SR231 Curlew Road, extend seal	\$1.945m	\$1.595m FCR, \$350k RTR	\$932k	\$1.945m	Work commenced October 2019. On hold since December until funding deed finalised.

Rodeo Drive/Grace Street intersection	\$230k	RTR	\$230k	\$230k	Complete except lines & signs
SR1033 Boreamble Road, reconstruct and widen 2.92 km	\$438k	RTR	\$440k	\$450k	Sealing complete, line marking to be undertaken. Possible guardrail needed.
Local Roads, reseals	\$140k	FAG Roads	\$87k	\$140k	Incl final seal on some FY1819 projects.
Local Roads, gravel resheets	\$100k	Special Rate Variation	\$0k	\$100k	Work to commence in Q4.
William Street, Condobolin, kerb blisters & footpath	\$280k	FAG Roads	\$0	\$280k	u/g services scheduled for April 2020.
Urban Reseals, Condobolin	\$30k	FAG Roads	\$0k	\$30k	Not commenced, locations to be confirmed
Foster Street, Lake Cargelligo – stormwater drainage	\$150k	FAG Roads	23k	\$150k	Work to commence in April with watermain.
SR347 Gum Bend Road, Condobolin – kerb and gutter	\$50k	FAG Roads	\$0k	\$50k	Work to commence in Q4.
Maitland Street HV Upgrade	\$900k	Fixing Country Roads \$765k, RTR \$135k	\$0k	\$900k	Design required. Will not commence until funding deed signed.
SR1029 Tullibigeal Road extend seal	\$2.186m	Fixing Country Roads \$913.5k, RTR \$101.5k	\$247k	\$2.186m	Commenced in Jan 2020 using RTR funding.

FUNDING SOURCES

Funding Source	Amount	Contribution	% Spend	Used by	Comments
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Roads to Recovery	\$3.2m	Nil	40.0% (forecast 100%)	30-Jun	Year 1 of new five year programme. An additional \$1.06m of funds announced in November 2019.
TfNSW Block Grant and Supplementary	\$3.13m	100% TfNSW	79.4% (forecast 100%)	30-Jun	Lose if unspent by June 2020
TfNSW Traffic Facilities	\$147k	100% TfNSW	90.6% (forecast 100%)	30-Jun	Lose if unspent by June 2020
TfNSW REPAIR	\$400k	100% TfNSW	90.9% (forecast 100%)	30-Jun	Lose if unspent by June 2020
FAG Roads	\$3.4m	100% Federal Grant	43.0%		To reserve if not spent by June.
Fixing Country Roads MR57S Gipps Way Upgrade.	\$2.8m	\$1.172m TfNSW Block, \$0.4k 2018/19 TfNSW REPAIR, \$2.8m Fixing Country Roads,	52.1%	12 months	Complete by May 2020
Fixing Country Roads SR231 Curlew Road Upgrade	\$1.585m	\$350k RTR FY1920 & \$1.585m Fixing Country Roads	49.2% Nil claimed, waiting for grant deed	12 months	Grant deed not yet signed by NSW Treasury. Spend by 12 months after grant deed signing.
Fixing Country Roads Maitland St Bypass Upgrade	\$765k	\$135k RTR FY1920 & \$765k Fixing Country Roads	0%	12 months	Grant deed not yet signed by NSW Treasury. Spend by 12 months after grant deed signing.
Fixing Country Roads SR1029 Tullibigeal Road Upgrade	\$913.5k	\$1,272m RTR FY1920 & \$913.5k Fixing Country Roads	0%	12 months	Grant deed not yet signed by NSW Treasury. Spend by 12 months after grant deed signing

LEGAL IMPLICATIONS

Roads Act 1993 and Roads Regulations 2008.

RISK IMPLICATIONS

There are resource, cost and time risks associated with the roads program as a result of the increased funding received during the financial year. This has been mentioned in previous reports.

Three major projects required Restart NSW to sign funding agreements before work can start on Maitland Street or continue on Curlew Road and Tullibigeal Road. The signed Grant Deeds are expected to be received in March. This has been mentioned in previous reports.

Two urban street projects are ready for construction, namely Foster Street, Lake Cargelligo (approx. \$2m) and William Street, Condobolin (Stage 1 approx \$1m). Part funding is allocated in FY1920 with the remainder to be allocated in FY2021. There are a lot of construction risks associated with the construction phase of these projects, including multiple underground services, high traffic volumes, heavy vehicle traffic, temporary road detours, impacts on street parking, impacts on business and wet weather.

Risk is being dealt with by staff reviewing the budgets by obtaining quotes for materials for both projects. Both projects are eligible for RMS Block Grant funding (approx. \$1.5-1.8m available out of \$3.3m total funding). Nonetheless, additional contingency will need to be allocated to deal for the remaining risk, e.g. wet weather, temporary seal.

Council will need to engage a temporary project manager to oversee these works and co-ordinate the sub-contractors which are required for specialist work, e.g. kerb & gutter, stormwater, sealing. Existing staff a fully committed to other capital and operational works. An alternative, is to tender the works and do so together so that economies of scale can be achieved.

STAKEHOLDER CONSULTATION

Roads to Recovery grant program, TfNSW Parkes Regional Office, Restart New South Wales.

OPTIONS

Continue to progress with all road construction works required for completion by 30 June 2020. Report to Council additional funds required where cost estimates show a shortfall in budget allocation and make adjustments with quarterly budget review.

When it became evident that projects could not be completed by 30 June 2020, staff have reported to Council any necessary deferrals to FY2021 and the resource implications of that.

Council staff are ready to begin construction on two urban street roadworks projects and adequate supervision will be required. Contracting packages of work to a range of sub-contractors co-ordinated by a temporary project manager is one option. The other option is to tender the works and engage a single contractor.

CONCLUSION

Council has a road works schedule in place and works are progressing. However achievement of the program by 30 June 2020 has been put at risk due to additional grant funding received since the budget was adopted, delays owing to wet weather and delays in formalising grant funding deeds.

Some projects can be rolled over to FY2021 and some cannot. Assuming Council, approves some project deferrals in QBR3, the Roads Program can be reduced from approx. \$16m to approx. \$14m.

Contracting the two urban street projects in Lake Cargelligo and Condobolin may be required owing to their complexity and existing plant and labour resources being committed with other works.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- CSP No. 2.1 A vibrant tourism industry including indigenous tourism.

- CSP No. 2.2 A diversified manufacturing sector.
- CSP No. 2.3 an innovative, progressive and growing agriculture sector.
- CSP No. 4.1 Efficient transport networks that meet community and business needs.
- CSP No. 4.5 Grants income support infrastructure programs.
- Transport Asset Management Plan

ATTACHMENTS

Nil

RECOMMENDATION

That

1. The Director Infrastructure Services Report No. R20/41 be received and noted.
2. Council approve the proposed contracting option for the reconstruction and upgrade of Foster Street, Lake Cargelligo and William Street, Condobolin.

10.2 FY1920 RECREATION MONTHLY UPDATE FOR FEBRUARY**TRIM Number: R20/55****Author: Manager Recreation****PURPOSE**

The purpose of this report is to provide an update of the capital improvements in the Recreation Section. The works listed are for works undertaken in February, in progress for the month of March and a forecast for the month of April 2020.-

SUPPORTING INFORMATION

R18/481 – Lake Cargelligo Recreation Ground improvements – Report was presented to Council listing the options for the perimeter fencing and the cricket net locations.

Options for Locating Cricket Nets - Strategic Briefing presentation on 11 March 2020 (attached)

BACKGROUND

Council has adopted the 2019/20 Budget and associated Delivery & Operational Plans. This report provides updates on the delivery of the Recreation Section's program, as well as grant projects that have continued from the 2018/19 financial year. Refer to Council's fortnightly newspaper column, in local papers, Talking Tottenham updates and Mayoral Newsletter provide an update on the visible activities being undertaken.

ISSUES AND COMMENTS**Works Completed in February**

Gum Bend Lake play equipment upgrade	Installation of equipment complete. Softfall, water bubbler, fencing & footpath remaining.
Gum Bend Lake Desilting works	Desilting and earthworks commenced. Approx. 4 week duration.
Tottenham Racecourse works	Awaiting delivery of play equipment. Equipment was dispatched from manufacturer on 28 Feb. Installation will be completed after the Picnic Races.
Tullibigeal Bore and Pipeline	Detailed design complete. Rail crossing design to be submitted to John Holland Rail. Materials ordered.
Tullibigeal Sports Ground and race track irrigation	Pump shed installed. Storage tank pad installed. Materials delivered.
Tullibigeal Oval & Bore power supply upgrade	Awaiting design approval from Essential Energy.
Tullibigeal Lighting upgrade	Prepare tender documents, pending electrical design approval from Essential Energy.

Works underway in March

Drought Communities Program	Recruitment of casual staff underway, including advertising.
Gum Bend Lake play equipment upgrade	Softfall rubber to be installed. Remaining works are footpath, fencing, bubbler, water pipe replacement.
Gum Bend Lake Desilting works	Complete desilting, earthworks and leak sealing (using bentonite).
Tottenham Racecourse works	Complete play equipment Installation.

Tullibigeal Bore and Pipeline	Commence bore civil works, ground works and pipe line. Chase design approval from Essential Energy (timing unknown).
Tullibigeal Sports Ground and race track irrigation	Commence sportsground irrigation in late March. Racecourse irrigation delayed until after the Picnic Races on 28 March.
Tullibigeal Oval & Bore power supply upgrade	Invite quotations for construction works to be issued once detailed design is approved by Essential Energy (timing unknown).
Tullibigeal Lighting upgrade	Invite quotations for construction once detailed design is approved by Essential Energy (timing unknown).
Footpath reconstruction William St	Commence footpath and kerb works at corner William & Busby Sts.

Works Scheduled in April

Drought Communities Program	Complete all pre-employment checks. Commence works program.
Lake Cargelligo Cricket Nets	Schedule community consultation regarding the four options for location.
Gum Bend Lake play equipment upgrade	Complete all works, site tidy up and restore turf areas.
Gum Bend Lake Desilting works	Complete works, site tidy up and demobilise.
Tullibigeal Bore and Pipeline	Bore civil works, recreation ground works and pipe line continue. Bore mechanical and electrical works to follow.
Tullibigeal Sports Ground and race track irrigation	Complete sportsground irrigation. Commence racecourse irrigation.
Tullibigeal Oval & Bore power supply upgrade	Invite quotations for construction works to be issued once detailed design is approved by Essential Energy (timing unknown).
Tullibigeal Lighting upgrade	Invite quotations for construction once detailed design is approved by Essential Energy (timing unknown).
Footpath reconstruction William St	Complete footpath and kerb works at corner William & Busby Sts.

FINANCIAL AND RESOURCE IMPLICATIONS

Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
Condobolin Preschool extension	\$300k	SCCF1C	\$198k	\$300k	Expenditure on this grant remains at \$198k, balance of \$102k yet to be claimed. Preschool advise that \$1.4m has been spent incl Council and the Preschool's funds. Total project cost is forecast to be \$1.8m.
Gum Bend Lake play equipment upgrade	\$200k	Everyone can play Grant, VPA	\$121k	\$200k	On budget.

Gum Bend Lake desilting works	\$125k	Temporary transfer of high security allocation	\$70k	\$125k	On budget.
VPA Shade sail replacements	\$60k	VPA	\$37k	\$37k	Under budget. Works completed.
Lake Cargelligo Irrigation Stage 2	\$66k	QBR1	\$65k	\$66k	On budget.
Tottenham Racecourse works	\$176k	SCCF2	\$163k	\$176k	On budget.
Tullibigeal Bore and pipeline	\$663k	Council, CDRV, SCCF1C.	\$155k	\$443k	Within budget.
Tullibigeal Sports Ground and racetrack irrigation				\$170k	Within budget
Tullibigeal Power Upgrade for bore & oval.				\$50k	Forecast cost to be confirmed after tender evaluation in April.
Tullibigeal lighting upgrade	\$280k	CDRV, Council, SCCF2	\$1k	\$280k	Forecast cost to be confirmed after tender evaluation in April.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

The improvement works at Gum Bend Lake have no risk at this stage, other than wet weather slowing desilting works in the lake itself. It is unclear what, if any, water allocation will be received from Water NSW for FY2021. So it is unclear whether the lake will be filled later this year in time for summer. This gives ample time for the improvement works at Gum Bend Lake to proceed without time pressures. Cost pressures will be monitored but there is no apparent cost risk at this stage.

There is no risk to Council associated with the additional cost of the Condobolin Preschool Extension. The cost is being managed by the Preschool itself. Once they receive an occupancy certificate, Council will be able to claim the remaining \$102,000 on the \$300,000 grant through Stronger Country Communities (Round 1).

Tottenham Racecourse Play equipment manufacture was delayed by one week, so the installation has been deferred until after the Picnic races.

The Tullibigeal Borefield, Sportsground and Racecourse project has the potential to interfere with the AFL season and the Picnic Races. The works on the racecourse have been deferred until after the races. The works on the AFL sportsground are scheduled for the end of March. These works need to proceed regardless of successful water supply connection to the Recreation Ground, so that turf can be restored in time for the football season. If the program was to slip further, then the works would have too great an impact on the football season and may have to be deferred.

Lake Cargelligo Cricket Nets project remains uncertain. As resolved at the February meeting, attached is a summary of the options for location of the nets. Direction from Council and community is required regarding the location, scale and budget for the project so staff can communicate with NSW Cricket and sporting clubs.

STAKEHOLDER CONSULTATION

Council staff are seeking to engage with specific stakeholders on each project, in accordance with Council’s community consultation policy. In addition, Council’s fortnightly news column, Talking Tottenham and Mayoral Newsletters update the community on the major improvements works being undertaken around the Shire.

Regarding specific consultation on the Lake Cargelligo Cricket nets. Council staff did consult with the Lake Cargelligo Users and the adjoining residents in March – May 2018, with Council resolving to install the nets at the Northwest corner. If Council considers it appropriate to formally consult further with the stakeholders, then this can be completed.

OPTIONS

1. Council continue to implement recreational capital improvements as programmed as resources permit, i.e. as funds, staff and contractors are available.
- 1.
2. Council amend the capital improvements programme.
- 2.
3. Council provide direction on the Lake Cargelligo Cricket nets, including location of facility, scale of facility, Budget and extent of further stakeholder consultation and proposed 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 2020.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 3.2 Improved Pedestrian and Cycle Paths
- 4.2 Strong effective and Responsive Council
- 4.4 Strategic Management of Villages and Crown Reserves
- 6.1 Increase recreational use of the lakes and rivers
- 6.3 New and visually appealing streetscapes
- 6.4 Improved Parks, Gardens and Sporting Ovals
- 6.5 Provision of neat, accessible and respectful cemeteries

ATTACHMENTS

1. **Lake Cargelligo Cricket Net Location Options** [↓](#)

RECOMMENDATION

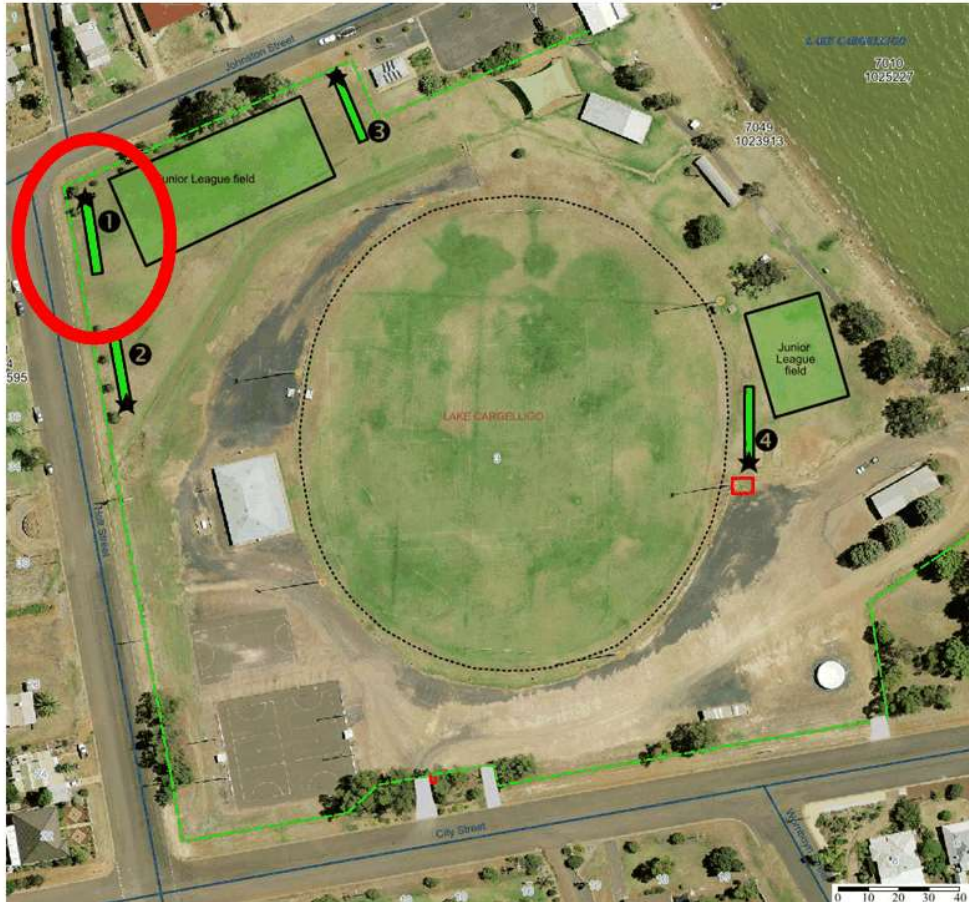
That

1. Council receive and note the Director Infrastructure Services report R20/55
2. The Director Infrastructure Services provide a report to Council after further community consultation regarding the location of the Cricket Nets and/or if the community want the Cricket Nets to be installed.

Or

3. Council nominate the location where the Cricket Nets are to be installed.

Cricket Nets Option 1- North West Corner



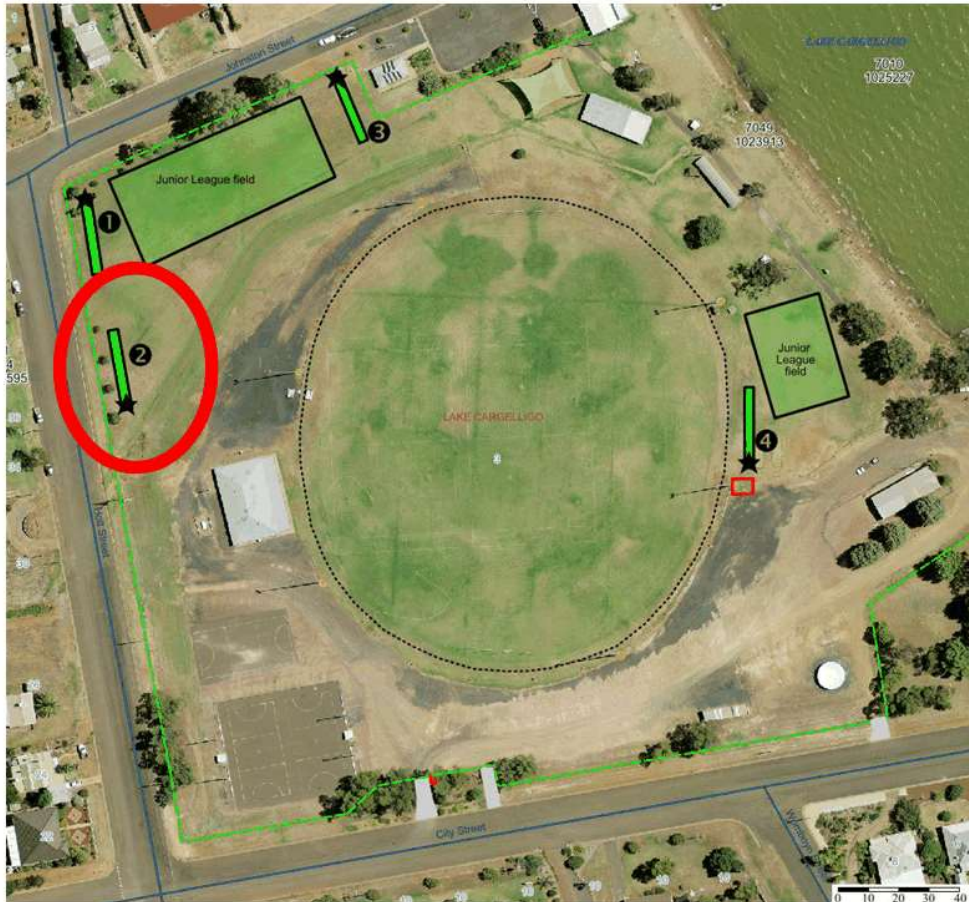
Pros

- Original net location Council resolved to install
- Can be located to avoid Junior League
- Site can be excavated slightly to reduce visual impact.

Cons

- Cricket Association verbally indicated this was not their preferred location. Would require long distance to carry equipment, parking in the line of the ball path, possibility of ball being hit onto road.
- Holt Street residents (4 houses) have concerns over the visual impact, the noise and the antisocial behaviour it will attract.

Cricket Nets Option 2 – western edge near drainage



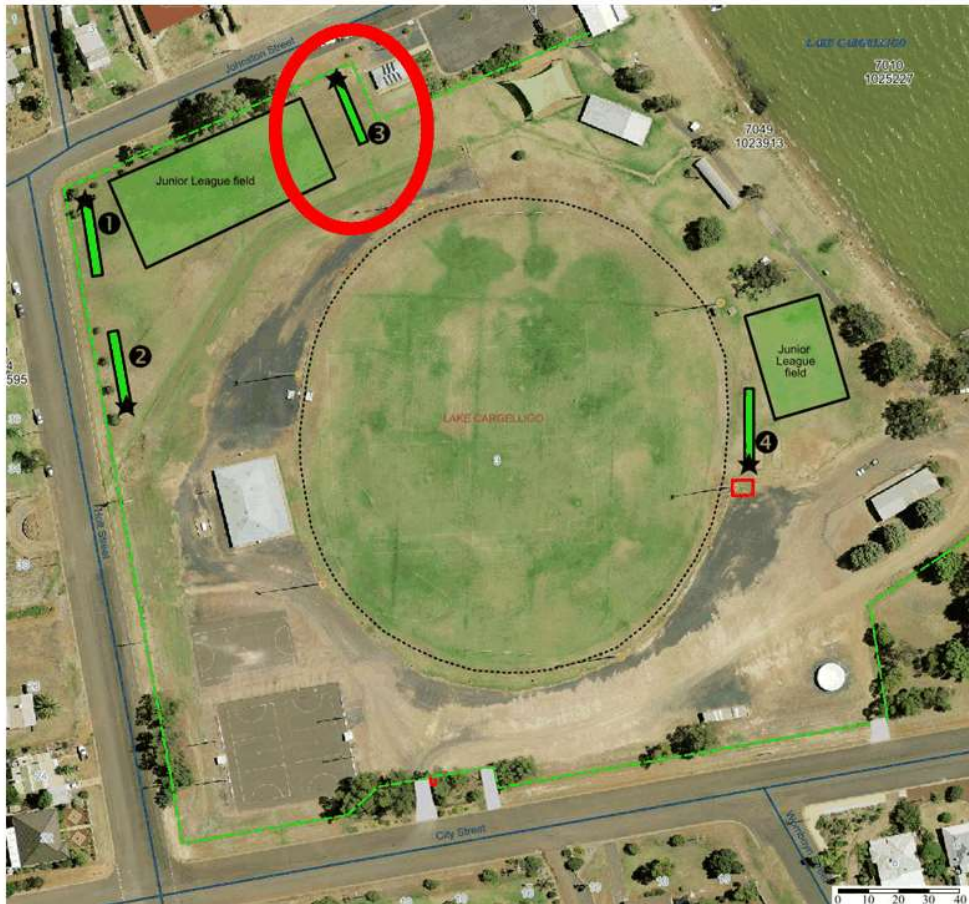
Pros

- Can be located to avoid Junior League
- Slightly flatter site, reduced earthworks

Cons

- located near watercourse
- Highly likelihood of ball being hit onto road.
- Potential of ball being hit into house yards.
- Holt Street residents (4 houses) have concerns over the visual impact, the noise and the antisocial behaviour it will attract.

Cricket Nets Option 3 – near Johnson Street Toilets



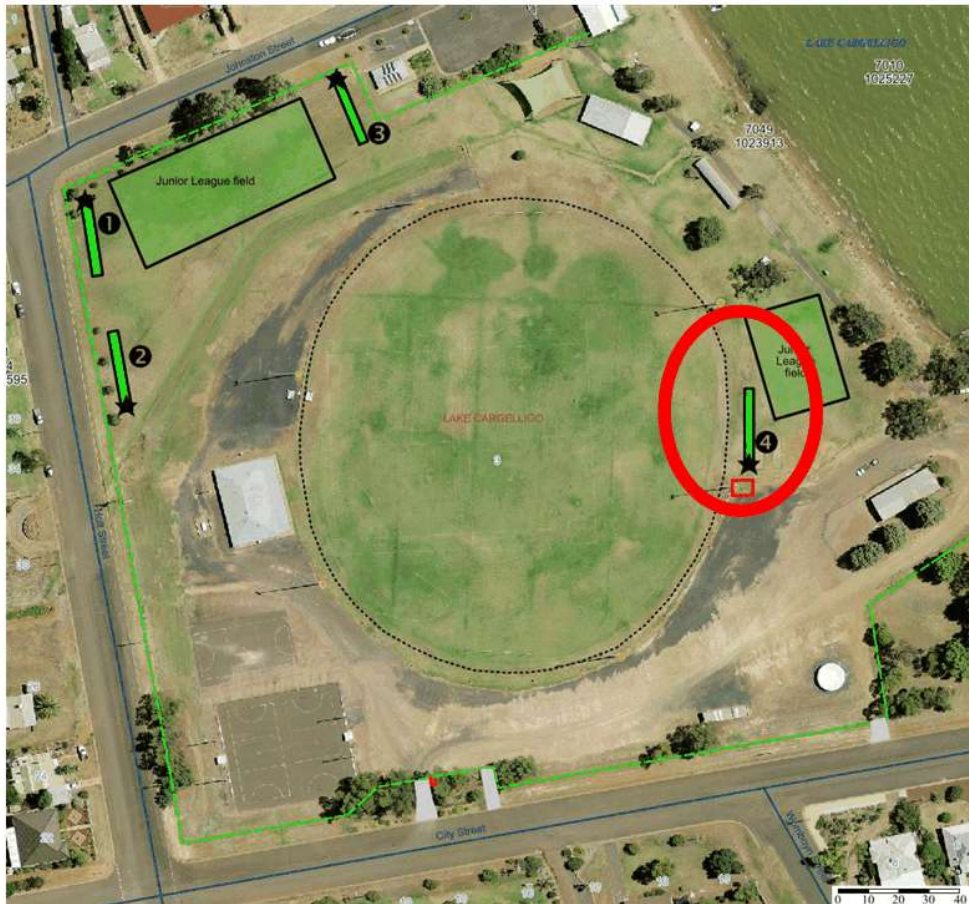
Pros

- Can be located to avoid Junior League
- Located near to toilet facilities.
- Slightly flatter site, reduced earthworks

Cons

- Located over sewer main – Not recommended
- located near watercourse, ball will be hit into water. Restricted area for bowlers run up.
- Holt Street residents (4 houses) have concerns over the visual impact, the noise and the antisocial behaviour it will attract.

Cricket Nets Option 4 – eastern location near SES shed



Pros

- Preferred location for cricket club.
- Preferred location for residents.
- Slightly flatter site, reduced earthworks

Cons

- Junior League field will need to be moved slightly to allow for installation
- Potential of ball being hit towards users of the walkway.
- Very close proximity to telecommunications tower.
- One long jump pit will need to be removed.

10.3 FY1920 UTILITIES MONTHLY UPDATE FOR FEBRUARY

TRIM Number: R20/57

Author: Manager - Utilities

PURPOSE

To provide a summary of the existing and future works and projects associated with the provision of water and sewerage services across Lachlan Shire for February 2020.

To update Council on the request to the Minister that construction of grant funded water and sewer capital works projects be referred to Public Works Advisory for delivery.

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

Council is yet to receive a written response to its request to the Minister and the Department of Planning, Industry and Environment (DPIE) that grant funded capital work projects be constructed on behalf of Lachlan Shire Council under the Public Works Act 1912.

Nonetheless, representatives from Public Works Advisory (PWA) and DPIE attended Council offices and various sites from 3 to 5 March to receive the background to the projects. That is, RNSW755 Condobolin Borefields II, RNSW841 Tottenham Water Security Project and RNSW842 Shire Effluent Reuse Management System.

The DPIE representative explained that the Minister will not approve the construction of the works under the Public Works Act as requested by Council. Instead, it is preferred that Council appoint PWA as its consultant for the works. PWA representatives advised that PWA has not been appointed to do works under the Public Works Act since 1997 and so they will prepare a fee proposal for Council’s consideration, rather than assume to take on full control of the projects. It is unclear what role Council will have under such an arrangement and PWA’s standard conditions of contract (terms & conditions) were requested for review by Council staff. At the time of writing this report the fee proposal and conditions of contract had not been received.

Since then, PWA sent a proposed scope of works and methodology to Council staff and this will be negotiated before finalising. Based on that information, PWA have demonstrated a good appreciation of the projects arising from their site visit. It is expected that Public Works will offer Council a fee proposal for the scope by the end of March. At some stage, Council will need to consider whether to appoint PWA on the basis of a single invitation or invite tenders from private enterprise. Should Council go to tender, it can be expected that PWA will not tender. Restart NSW’s opinion of Council going to tender may be adverse if it means PWA is unable to be engaged.

Condobolin

Project	Progress
RNSW 1879 Condobolin Water Supply Upgrade Scoping Study	<ul style="list-style-type: none"> • Council sent a written request to the Minister (20 February 2020), seeking funding for the construction of a new Condobolin Water Treatment Plant. • Public Works Advisory (PWA) received all Council documents associated with this project and inspected the site.

	<ul style="list-style-type: none"> • Tender documents for the Condobolin WTP backwash handling system (a small part of the plant) have been finalised and are ready to be released through TenderLink. However, Ministerial staff requested and received copies of the EPA enforcement letters and Council will not proceed to tender until it receives further advice from Public Works, DPIE or the Minister’s office. • PWA were made aware of the Hunter H2O recommendation that the whole WTP be replaced. However, they will review all documentation to see whether the WTP can be upgraded instead. PWA are aware that additional grant funding will be required for either option.
RNSW 1880 Condobolin Sewerage Scheme Scoping Study	<ul style="list-style-type: none"> • Council is yet to receive a response to its request to the Minister (11 December 2019), seeking funding for the construction of a new Condobolin Sewerage Treatment Plant. • PWA received all Council documents associated with this project and inspected the site. • Even though there is no grant funding for the design or construction of this project, DPIE suggested this project may receive funding and so PWA received the background on this project with the other grant funded projects.
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> • Public Works Advisory (PWA) received all Council documents associated with this project and inspected the site. • Tender documents for the pipeline & bore headworks detailed design have been finalised and are ready to be issued through TenderLink. However, Council will not proceed to tender until it resolves to appoint Public Works as its consulting project manager. • PWA verbally advised that the design is advanced enough to proceed to tender in approx. six weeks. PWA were also supportive of the larger diameter pipeline being developed rather than the smaller diameter in the original grant deed.
Officers Parade Sewer Pump Station Upgrade	<ul style="list-style-type: none"> • Works for this project commenced in early March 2020 and is being project managed by Council staff. The concrete slab for the pump well has been raised to prevent stormwater ingress and the upgraded communication & electrical switchboard has been installed. • A concrete pit to house a mag flow meter and new sewer pumps will be installed next.
Sewer Asset Data Verification & Capturing	<ul style="list-style-type: none"> • The contract was awarded to Rapid Map Services Pty Ltd in late January. Contractor is expected to mobilise to site in April and complete by end June. • This project is aimed to capture all underground sewer assets and develop a reliable sewer asset register. Once completed, renewal works will be able to be planned to better inform future work programs.
Goobang Creek Raw Water Pump Station	<ul style="list-style-type: none"> • A scope and estimate to replace the pump station building is being investigated.

Lake Cargelligo

Project	Progress
Lake Cargelligo Water Treatment Plant Fluoridation Unit	<ul style="list-style-type: none"> • Final Inspection of the fluoridation unit by DPIE was undertaken by DPIE on 5-6 February 2020 with a satisfactory result. DPIE report was sent to NSW Health on 14 February. • Once NSW Health approve the commissioning, a media release will be distributed to the communities of Lake Cargelligo, Tullibigeal, Murrin Bridge and Kikoira to advise the water supply will be fluoridated.
Murrin Bridge Potable Water Supply Pipeline	<ul style="list-style-type: none"> • The DPIE Aboriginal Communities Water and Sewerage Program (the Program) has indicated their wish to fully fund the renewal of the Murrin Bridge Potable Water Supply Pipeline as long as the infrastructure is only used to service the Murrin Bridge community. Ideally the alignment for the new pipeline is to be relocated within the road reserve along MR 423 Lachlan Valley Way (aka Cobar Rd). • The approval to proceed with the works is subject to Council submitting an estimate to the program. Council is now choosing the preferred alignment and preparing a high level estimate. • After approval is received from the program, it is intended the construction works will be tendered.
Lake Cargelligo Water Treatment Plant – Year 2 Modifications & Upgrades (Detailed Process and Automation Review)	<ul style="list-style-type: none"> • This project was awarded to Atom Consulting Pty Ltd for approx. \$113k after a Request for Quotation (RFQ) process that was advertised in Local Government Procurement. • The project will provide a list of upgrade and maintenance works for Lake Cargelligo Water Treatment Plant.
Lake Cargelligo Sewerage Treatment Plant Lagoons Upgrade	<ul style="list-style-type: none"> • The project has been awarded to GHD Pty Ltd for approx. \$79k after a Request for Quotation (RFQ) process. • The project will provide options on how to remediate the lagoons site in order to prevent odour issues to the community.

Tottenham

Project	Progress
RNSW 841 Tottenham Water Supply	<ul style="list-style-type: none"> • Public Works Advisory (PWA) received all Council documents associated with this project and inspected the site. • PWA verbally advised that four of the six packages of work, which Council staff had previously recommended are most likely to be successful, namely: <ul style="list-style-type: none"> Package 1 - Integrated automated flow control with PSC's control systems Package 2 – Augmentation of the Leg O Mutton dam. Package 3 – Augmentation of treated water storages at Tottenham Package 5 – Conditional assessment and GPS audit

	<ul style="list-style-type: none"> PWA advised that two packages are not likely to be successful: Package 4 - Re-chlorination stations along the B-Section pipeline Package 6 - Selective replacement B-Section Pipeline
Tottenham Water Treatment Plant Upgrade	<ul style="list-style-type: none"> Scoping work will be done by Atom Consulting with the process review of Lake WTP.

Shire Wide

3. Project	4. Progress
5. RNSW 842 Effluent Reuse Project (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> Public Works Advisory (PWA) received all Council documents associated with this project and inspected the site. PWA advised that the design is advanced enough to proceed to staged construction with Tottenham and Lake Cargelligo being tendered first and Condobolin being done after funding is confirmed for the replacement of the Condobolin STP.
6. Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> The evaluation of the four (4) tender submissions have been completed. A separate report for this Invitation for Tender (IFT) is provided under separate report R20/46 dated 25 March 2020.
7. B-Section Pipeline Collaboration Project	<ul style="list-style-type: none"> Council sent a written request to the Minister (20 February 2020), seeking \$2m funding for a business case to replace and upgrade the B-Section Pipeline.
8. Pumps renewal works	<ul style="list-style-type: none"> Raw water pumps for Burcher, Fifield and Leg O Mutton dams will be renewed as part of Council’s renewal programs. These replacements will allow the existing pumps to be serviced and maintained and kept in store as stand by pumps.

FINANCIAL AND RESOURCE IMPLICATIONS

All projects are listed as per the Delivery and Operational Plan 2019/20.

LEGAL IMPLICATIONS

Lachlan Shire Council is supplying sufficient and high quality drinking water to the community across the Shire that meets the standards prescribed in the Australian Drinking Water Guidelines (ADWG). The day to day operation of Council’s water supply system is governed by DPIE and the effluent discharge from the water treatment plant is administered by the EPA.

Lachlan Shire Council is providing sewerage services to the community across the shire. The day to day operation of Council’s sewerage services is governed by DPIE and the effluent discharge from the sewerage treatment plant is administered by the EPA.

EPA enforcement action is ongoing and EPA representatives have been supportive of Council staff’s efforts to progress both the Condobolin STP replacement and backwash handling system for the Condobolin WTP. As indicated, tenders have not been invited for the latter until further advice is received from PWA, DPIE or the Minister’s office. EPA will be informed as soon as that advice is received.

RISK IMPLICATIONS

The engagement of PWA has opened up options for Council to consider and there are risks associated with those options. Refer Options.

After recent rain the Wyangala Dam levels increased from approx. 9% to 13%, however the dam level has since dropped back to 12.6%. The availability of raw water in the Lachlan Valley catchment continues to decrease at a concerning rate.

Council senior staff regularly attend NSW Government agency meetings to keep updated. 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).

There are significant risks should Lachlan Shire Council fail to achieve satisfactory outcomes in the following areas:

- Water quality
- Water quantity
- Effluent discharge quality
- Workplace Health & Safety
- Environmental Impact

Lachlan Shire Council has systems in place to mitigate all risks in the form of trained personnel, documented work systems and routine audits and reports to various NSW Government Departments. Water and effluent quality is being checked regularly to identify any deviation from the current guidelines and standards.

STAKEHOLDER CONSULTATION

DPIE, Restart NSW, RSM Australia, NSW Public Works Advisory, the EPA, NSW Public Health Unit representatives and relevant Council staff have been consulted in relation to capital works & operational projects and compliance issues.

OPTIONS

Restart NSW Grant Funded Capital Works Projects

Now that it has been indicated that PWA will not be appointed by the Minister under the Public Works Act 1912, Council may need to resolve to engage project management services another way.

After PWA have confirmed the scope of works with Council staff and forwarded the PWA fee proposal to project manage the various project works, Council may either:

1. Rescind Resolution 2020/2 and resolve to engage Public Works Advisory under a single invitation engagement to guarantee their project management services and Council secure the confidence of the Restart NSW (grant body) that comes with PWA's engagement; or
2. Rescind Resolution 2020/2 and resolve to invite tenders from consultants for project management services on the understanding that PWA will not compete for the tender and Council may possibly lose the confidence of Restart NSW that comes with PWA's engagement.

CONCLUSION

This report is provided to update Council of activities in the Utilities section in February 2020 and the status of Public Works being appointed to construct grant funded capital works projects.

It is suggested that Council discuss the options for engaging project management services for the delivery of its Restart NSW funded water & sewer capital works, either by using Public Works Advisory or by a private consultant.

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. Council receive and note the Director Infrastructure Services Report No. R20/57.
2. The Director Infrastructure Services prepare a further report on the project management options for the Restart NSW funded water & sewer capital works projects following receipt of the Public Works Advisory fee proposal for project management services.

10.4 ROAD SAFETY OFFICER QUARTERLY REPORTS - QUARTER 4 - APRIL - JUNE 2019 AND JULY - SEPTEMBER 2019**TRIM Number: R20/60****Author: Infrastructure Services Administration Coordinator****PURPOSE**

The Road Safety Officer (RSO) is jointly funded by Parkes, Forbes and Lachlan Shire Councils' in partnership with the NSW Centre for Road Safety through the Local Government Road Safety Program.

SUPPORTING INFORMATION

Attachment - RSO Quarterly report for Quarter Four, April – June 2019 and RSO Quarterly report for Quarter 1 – July to September 2019w

BACKGROUND

The RSO has a wide role encompassing not only behavioural road safety education but also influencing the construction of infrastructure to improve the safety of road users. Within councils, the RSO works across engineering, community services, planning, communications, and customer service areas, and provide links to community stakeholders, community groups, local health and police officers, all of whom contribute to road safety over the long term.

ISSUES AND COMMENTS

The RSO is required to submit a quarterly report as attached for the information of Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Council is currently funding a full time RSO in partnership with Parkes and Forbes Shire Council's and the Local Government Road Safety Program.

LEGAL IMPLICATIONS

None identified.

RISK IMPLICATIONS

There are no immediate risk implications associated with undertaking the Road Safety Officer program, although running the program does attempt to mitigate risk to road users through the implementation of various programs tailored to drivers, pedestrians including the elderly, heavy vehicles and road conditions.

With the move from annual funding agreements to four year funding agreements, support for the Local Government Road Safety Program has been confirmed. Funding agreements are yet to be received from Roads & Maritime Service.

STAKEHOLDER CONSULTATION

Community involvement is essential to this program, due to the nature of the work, and as can be seen in the report, the RSO is regularly in touch with the community on a number of fronts. The Parkes, Forbes and Lachlan Shire Council's Road Safety Steering Committee meet four times a year to consider road safety matters.

OPTIONS

Not applicable.

CONCLUSION

The report shows the valuable work being undertaken by the Road Safety Officer and Council should continue to support the role of RSO while ever there is a funding commitment from the Centre for Road Safety.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Goal 4: Build and maintain Community Infrastructure and Systems

ATTACHMENTS

1. Road Safety Officer Quarterly Report - Quarter Four - April to June 2019 [↓](#)

RECOMMENDATION

That;

1. Council receive and note the Director Infrastructure Services Report No R20/60.



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM

Quarter Four Report: April - June 2019

The Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2017 - 2020 contains nine projects worth approximately \$222,000. We are currently in the second year of the Action Plan. Projects are progressing on time and on budget.

PROGRAM ONE: HEAVY VEHICLE SAFETY

Objectives:	Strategies:
<ul style="list-style-type: none"> Reduce the number and severity of crashes on local roads involving heavy vehicles. Involve the heavy vehicle industry in the process of addressing local road safety issues. Implement and evaluate the Parkes, Forbes and Lachlan Shire Councils' Heavy Vehicle Action Plan 2016 - 2020. Provide information about sharing the road safely - at harvest and with trucks in general. 	<ul style="list-style-type: none"> Plan, hold and evaluate the annual Central West NSW Heavy Vehicle Breakfast Forum. Plan, hold and evaluate the annual 'Be Road Ready For Harvest' Field Day. Plan, implement and evaluate a sharing the road at harvest public education campaign. Plan, implement and evaluate a sharing the road with trucks public education campaign. Work with the Councils' Engineering Sections on improved freight access and infrastructure.

Budget	Progress this quarter	Results this quarter	Next steps
<p>TOTAL: \$55,010</p> <p>Spent (to date): \$19,042.25</p> <p>2018/2019 Allocation: \$20,300</p> <p>This quarter: \$1987.40 *\$123.40 PSC contribution</p>	<ul style="list-style-type: none"> Planning Heavy Vehicle Breakfast Forum including; Forum agenda presenters, location and catering and forum set up, Eventbrite registrations created and media release and invites sent out. Survey monkey sent out for feedback after completion of forum 	<ul style="list-style-type: none"> Heavy Vehicle Breakfast Forum was run on the 27 June 2019. Event produced minimal numbers with only 37 people in attendance. Presentations were well received with relevant information to be shared. Council update and achievements from Directors was popular and created good discussion. Feedback suggested discussions around regulations and COR are still wanted People were disappointed with the lack of attendance from the trucking industry 	<ul style="list-style-type: none"> Planning Harvest Field Day including; agenda, presenters, location, catering, forum set up, Eventbrite registrations, media release and invites to be sent out. Organising 'Operator Days'.



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM

Quarter Four Report: April - June 2019

The Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2017 - 2020 contains nine projects worth approximately \$222,000. We are currently in the second year of the Action Plan. Projects are progressing on time and on budget.

PROGRAM TWO: FREE CUPPA FOR THE DRIVER SCHEME

Objectives:	Strategies:
<ul style="list-style-type: none"> • Encourage visiting drivers to stop and take a break in the participating council areas. • Provide visiting drivers with an effective incentive to encourage them to stop for regular breaks in the participating council areas. • Increase visiting drivers' knowledge about the early warning signs of driver fatigue and effective countermeasures. • Reduce the number and severity of fatigue related crashes in the participating council areas. • Provide additional rest stops along strategic routes. 	<ul style="list-style-type: none"> • Plan, implement and evaluate the eighth, ninth and tenth phases of the 'Free Cuppa for the Driver' scheme - where visiting drivers are eligible for a free cuppa at any participating business whilst the scheme is operational (1 March - 31 May annually). The Councils' administer and promote the scheme, whilst the participating businesses provide the free cuppas. • Strategic review of rest stops across the region.

Budget	Progress this quarter	Results this quarter	Next steps
<p>TOTAL: \$40,800</p> <p>Spent (to date): \$12145.70</p> <p>2018/2019 Allocation: \$13,600*</p> <p>*RMS funding will be auspiced by Warrumbungle Shire Council</p> <p>This quarter: \$3356.24 (in kind costs)</p> <p>* Plus RMS funding auspiced by WSC</p>	<ul style="list-style-type: none"> • Attended official launch • Taking part in Team planning teleconferences and discussions via Loomio. • Facebook roster with Parkes' Communications Team. • Sending Easter media release from Media team. • Chekcing in with local business if more cups are needed. • Final days media release • <u>Completion of free cuppa</u> - Council staff removal of road side banners and picking up stock from local businesses • Entering prize draw entries on survey monkey 	<ul style="list-style-type: none"> • Free Cuppa finished 31 May • Prize draw completed 19.06 in Wellington Vic. Winners were for the Businesses: The Bar at Scone and The Uptown Patisserie at Ulladulla. Driver entry winners were Western Region M Hunter from 2 Fat Ladies (Lucknow) and Peter Downs from P&C Becks Bakery (Bathurst). All other regions were Sasa Kennedy from Gundy Pie Café (Gundagai) and Patty Locket from The Bar (Scone) • Debrief was conducted on the same day and a final report to be submitted. 	<ul style="list-style-type: none"> • Distribute feedback forms (Survey Monkey link) to local participating businesses • Advise any real or in-kind costs for the budget and Final Report • Send results letter and certificates to local participating businesses • Media release - results/winners • Complete stock-take spreadsheet



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM

Quarter Four Report: April - June 2019

The Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2017 - 2020 contains nine projects worth approximately \$222,000. We are currently in the second year of the Action Plan. Projects are progressing on time and on budget.

PROGRAM THREE: NOT A STATISTIC! YOUTH DRIVER EDUCATION PROGRAM

Objectives:

- Improve the behaviour of young drivers and their passengers by enhancing their values, attitudes and knowledge about driving, its responsibilities and the potentially deadly consequences.
- Reduce the number and severity of crashes on local roads involving a young driver.

Strategies:

- A pre classroom lesson and a live mock crash demonstration which is delivered each year to some 500 local Year 10 students.
- The pre classroom lesson is delivered at the local high schools and covers young driver statistics, the licensing system, conditions and restrictions, common P plate offences, random breath testing and Police enforcement issues.
- The live mock crash demonstration commences with a short video to set the scene of a typical P Plate crash. Youth actors then contact emergency services, who arrive and respond to the scene. The demonstration concludes with filmed victim impact statements from the youth actors discussing how the crash has affected them, their families and friends six months on.

Budget	Progress this quarter	Results this quarter	Next steps
<p>TOTAL: \$36,510</p> <p>Spent (to date): \$36872.30 *\$5000 sponsorship curtain</p> <p>2018/2019 Allocation: \$16,000</p> <p>This quarter: Nil</p>	<ul style="list-style-type: none"> • Planning the 'point of view' filming at the Police Station and Hospital. • Filming of the victim impact statements to be organised • Filming of the final party scene to be organised • Reached out to Parkes Auto Wreckers to organise cars for rehearsal and demo day. • Organised transport for cars with Wayne Jones Towing • Discussed mock crash schedule with Parkes High School Contact Chris Summerhayes and Wayne Jones Towing 	<ul style="list-style-type: none"> • Point of view filming completed, waiting on approval for use. • PA system and technical equipment quoted and booked. • Rehearsal and demo day schedule sent to actors and volunteers. 	<ul style="list-style-type: none"> • Setting dates and conducting school pre lessons • Filming victim impact statements • Filming final party scene • Organising access to Parkes High Multi-purpose shed/gates • Organising bus transport for schools • Finalising mock crash video • Updating invite list • Sending out media release



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM
Quarter Four Report: April - June 2019
 The Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2017 - 2020 contains nine projects worth approximately \$222,000. We are currently in the second year of the Action Plan. Projects are progressing on time and on budget.

	<ul style="list-style-type: none"> Organising actors and volunteers with rehearsal schedules, dates and times. Organising PA system, autocues 	
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PROGRAM FOUR: OBSERVATION SURVEYS

Objectives:	Strategies:
<ul style="list-style-type: none"> Increase awareness of the importance of wearing a seatbelt and/or using a child restraint correctly. Increase awareness of the dangers associated with using a hand held mobile phone whilst driving. Reduce the number of seatbelt and mobile phone infringements issued by NSW Police in the local area. 	<ul style="list-style-type: none"> Conduct regular (bi-annual) observation surveys in Parkes, Forbes and Condobolin to measure, monitor and improve local seatbelt wearing rates and the number of drivers complying with mobile phone legislation. Promotion of the survey results. Plan, implement and evaluate a low cost public education campaign (if needed).

Budget	Progress this quarter	Results this quarter	Learnings/Next steps
<p>TOTAL: \$7,500</p> <p>Spent (to date): \$3,750</p> <p>2018/2019 Allocation: \$2,500</p> <p>This quarter: \$1153.80 (in kind costs)</p>	<ul style="list-style-type: none"> Surveys scheduled April 3 2019 	<ul style="list-style-type: none"> Surveys conducted Collection of tally sheets. Collate and analyse results; Seat belts; overall across the three shires the stats for people not wearing a seatbelt had decreased. However Condobolin Urban did show an 8.6% increase with 8 people not wearing a belt. 	<ul style="list-style-type: none"> Next surveys are scheduled for October 2019. Discussing low cost education campaign ideas with RMS, Police and the Councils.



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM
Quarter Four Report: April - June 2019
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PROGRAM FIVE: HELPING LEARNER DRIVERS BECOME SAFER DRIVERS WORKSHOPS

- | | |
|---|---|
| <p>Objectives:</p> <ul style="list-style-type: none"> Conduct workshops to support parents and other supervisors of learner drivers and offer practical advice on how to provide the most effective driving practice for learner drivers. | <p>Strategies:</p> <ul style="list-style-type: none"> Organise, promote, conduct and evaluate workshops at seven local high schools annually - two in Parkes, two in Forbes, one in Condobolin, one in the 3T's (Trundle, Tullamore or Tottenham - rotates each year) and one in either Lake Cargelligo or Tullibigeal. |
|---|---|

Budget	Progress this quarter	Results to date	Learnings/Next steps
<p>TOTAL: \$19,200</p> <p>Spent to date: \$6,980</p> <p>2018/2019 Allocation: \$6,400</p> <p>This quarter:</p> <ul style="list-style-type: none"> \$1201.45 - RMS 	<ul style="list-style-type: none"> Planning, holding and evaluating the workshops at Tullamore Central School (15 May), Condobolin High School (16 May), Tullibigeal Central School (20 May), 	<ul style="list-style-type: none"> Tullamore Central: Good turnout with five attendees, 3 were parents/supervisors and two were new learners. Condobolin High School: Good turnout with five attendees, three were parents one supervisor and one adult learner. The Parents children were due to get their L's. Tullibigeal Central School: Unfortunately 2 participants registered one included the school principal. The Principal advised she could no longer attend and to cancel the workshop, workshop was cancelled. At both workshops, attendees asked lots of questions and gave positive feedback that they had learnt something, the tips were useful and they were glad that they had attended. 	<ul style="list-style-type: none"> Research ideas on expanding attendance rates, including location and guest speakers e.g. Police, Ambulance. Next round of workshops (remaining schools) will be held in September 2019.



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM
Quarter Four Report: April - June 2019
 The Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2017 - 2020 contains nine projects worth approximately \$222,000. We are currently in the second year of the Action Plan. Projects are progressing on time and on budget.

PROGRAM SIX: I'M COUNTING ON YOU

Objectives:	Strategies:
<ul style="list-style-type: none"> • Increase the use of local Authorised Child Restraint Fitting Stations. • Increase the number and geographical spread of local Authorised Child Restraint Fitting Stations. • Increase the number of child restraints that are being used correctly (size and fit). • Reduce the number and severity of crashes on local roads in which child restraints are not being used correctly. 	<ul style="list-style-type: none"> • Annual child restraint checking days in Parkes, Forbes and Condobolin. • Provision of Authorised Child Restraint Fitting Training in the region (locally). • Provide child restraint information on an ad-hoc basis to Mum's Groups, childcare centres, primary schools, local media, social media and others as needed. • Investigate ways of delivering child restraint information to grandparents.

Budget	Progress this quarter	Results this quarter	Learnings/Next steps
<p>TOTAL: \$10,700</p> <p>Spent (to date): \$3,980.32</p> <p>2018/2019 Allocation: \$3,600</p> <p>This quarter: Parkes Checking Day: \$947.90 Condobolin Checking Day: \$773.00 Forbes Checking Day: \$1632.24 TOTAL: \$3353.14</p>	<ul style="list-style-type: none"> • Child restraint fitter training was 22 March 2019, unfortunately no one in our shires attended the training. • Organising child restraint checking days, including dates, venues, catering, advertising/media releases and booking qualified restraint fitters. • Forbes Restraint Checking Day: 01 May 2019 • Condobolin Restraint Checking Day: 03 May 2019 Parkes Restraint Checking Day: 06 May 2019 	<ul style="list-style-type: none"> • Parkes and Forbes restraint checking days were successful with bookings full. The removal of the BBQ and inclusion of Coffee was a great move and was loved by all. Minor issues were picked up, loose straps, belt incorrectly anchored, overall the results were positive. • Condobolin Checking day attendance was poor, with only 4 bookings. Minor issues were picked up, loose straps, belt incorrectly anchored, overall the results were positive. A review of the location is needed and the option to hold a checking day with a daycare centre or local event. 	<ul style="list-style-type: none"> • Nurse at Condobolin hospital will notify me when a mums group has been established. • Christina Kronenberg of Parkes Hospital will notify dates for next mums group • Updating the promotion/info to encourage businesses to become qualified restraint fitters. • Condobolin Child Restraint Checking days to be reviewed including location and possibly joining in with a local event.



PARKES, FORBES AND LACHLAN SHIRE COUNCILS' ROAD SAFETY PROGRAM
Quarter Four Report: April - June 2019
 The Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2017 - 2020 contains nine projects worth approximately \$222,000. We are currently in the second year of the Action Plan. Projects are progressing on time and on budget.

ROAD SAFETY ENGAGEMENT AND OTHER ACTIVITES

Guest Speaking	Non Project Related Media Releases	Other Road Safety Activities
<p>APRIL</p> <ul style="list-style-type: none"> • Stepping On - Condobolin • Stepping On – Lake Cargelligo • Driving Facts Session - Traffic Offenders - Parkes PCYC <p>MAY</p> <ul style="list-style-type: none"> • Driving Facts Session - Traffic Offenders - Parkes PCYC <p>JUNE</p> <ul style="list-style-type: none"> • Driving Facts Session - Traffic Offenders - Parkes PCYC • Stepping On – Grenfell • Child Restraint Safety Talk – Mums Group Forbes • TAFE Parkes – Safety talk with Apprentices • Marathon Health Condobolin - Child Restraint Safety Talk 25.06.2019 	<ul style="list-style-type: none"> • Road Rules Awareness Week • Easter Long Weekend Double Demerits • Free Cuppa Anzac Weekend • Yellow Ribbon Week 2019 • New drink and drug driving reforms 	<ul style="list-style-type: none"> • Regional Bicycle Forum 14.04.2019 • Forbes Liquor Accord Meeting • Parkes Traffic Committee Meeting • Condobolin Traffic Committee Meeting • Forbes Traffic Committee Meeting • Local Government Road Safety Program - Annual Coordination Meeting: 04 & 05 June • Road Safety Steering Committee Meeting 24.06.2019

10.5 LACHLAN SHIRE COUNCIL TRAFFIC COMMITTEE MEETING NOVEMBER 2019**TRIM Number: R20/62****Author: Infrastructure Services Administration Coordinator****PURPOSE**

Lachlan Traffic Committee is a statutory technical review committee. This committee meets to consider the technical merits of traffic matters and ensure that any requests or proposals meet current technical guidelines and takes into consideration the advice received from Transport for NSW, NSW Police and the community through the local members nominated representative.

SUPPORTING INFORMATION

Supporting information is attached.

BACKGROUND

The Lachlan Shire Traffic Committee Meeting was held 29 November 2019. The details of the matters considered by the Traffic Committee are outlined in the attached minutes.

ISSUES AND COMMENTS

Noted within the Lachlan Traffic Committee Minutes.

FINANCIAL AND RESOURCE IMPLICATIONS

All works required will be carried out under current maintenance programs. Council has in the past provided labour and signs for events that require Traffic Control Management and Plans. The cost of traffic control has been budgeted for within the events budget.

LEGAL IMPLICATIONS

There is a legal requirement for Council to exercise their delegated function as limited and appointed by Transport for NSW in the "Delegation to Councils – Regulation of Traffic" documentation.

RISK IMPLICATIONS

Each item considered by the Traffic Committee considers the traffic related risks associated with the proposed recommendation.

STAKEHOLDER CONSULTATION

Each event or proposal is submitted by either Council or the organising committee of the event. Further information is often sought by contacting the representatives of the organising committee prior to presenting to the traffic committee. If further information is sought by any member of the committee, a recommendation may be deferred until the next meeting while consultation is undertaken.

OPTIONS

Nil.

CONCLUSION

That Council will continue to provide support and resources to meet the outcomes/recommendations of the Lachlan Traffic Committee.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Goal 4: Build and maintain Community Infrastructure and Systems

Outcome 4.1: Efficient transport network that meets community and business needs.

ATTACHMENTS

1. **Minutes - Traffic Committee Meeting 29 Nov 2019** [↓](#)
2. **Agenda - Traffic Committee Meeting 29 Nov 2019** [↓](#)

RECOMMENDATION

That;

1. The Director Infrastructure Services Report No R20/62 be received and noted.



Lachlan Shire Council Traffic Committee Minutes

Traffic Committee Meeting held 29 November 2019 at the Lachlan Shire Council, Committee Room, 58 – 64 Molong Street Condobolin NSW 2877 at 10:00AM

Members of the Committee including Lachlan Shire Council Staff:

Name	Title
Terry Fishpool	Barwon MP Representative
Deanne Freeman	Network & Safety Officer, Roads and Maritime Services
Sgt Martin Ling	Sergeant, Traffic & Highway Patrol Command
Melanie Sutor	Relief Road Safety Officer, Parkes, Forbes, Lachlan Shire Council
Cr Brian Nelson	Councillor, Lachlan Shire Council
Cr Dave Carter	Councillor, Lachlan Shire Council Alternate
Tekohi Rivera	Director Infrastructure Services, Lachlan Shire Council
Belinda Coe	Administration Coordinator, Lachlan Shire Council

NOTE: Each formal member has one vote, being one (1) Council representative, one (1) NSW Police Force representative one (1) Roads and Maritime Services representative and one (1) local State Member of Parliament (MP) or their nominee.

Lachlan Shire Council Traffic Committee

58 – 64 Molong Street | Po Box 216 | CONDOBOLIN NSW 2877 | Ph:(61) 02 6895 1900 | Fax:(61) 02 6895 3478 | Email: council@lachlan.nsw.gov.au | Website: www.lachlan.nsw.gov.au

Delegation to Councils - Regulation of Traffic

A Council can regulate traffic for the specific reasons set out in Division 1 of Part 8 of the Roads Act 1993, such as carrying out work on a road, etc., whereas the Roads and Maritime Services (RMS) can regulate traffic for any purpose.

If a Council wishes to regulate traffic for purposes other than those specified in Division 1 of Part 8 of the Roads Act 1993, it must seek the advice of its Local Traffic Committee and act in accordance with the RMS' "Delegation to Councils - Regulation of Traffic".

Section 50 of the Transport Administration Act 1988 confers the power to the RMS to delegate the following Traffic Regulation responsibilities to Council:

1. **Section 50 to Section 55 (inclusive)** of the Road Transport (Safety and Traffic Management) Act 1999. Install, display and remove prescribed traffic control devices.
2. **Section 122** of the Road Transport (Safety and Traffic Management) Regulation 1999. Establish and operate a special event parking scheme for any road.
3. **Section 116 to 119 (inclusive)** of the Roads Act 1993 Part 8 Division 2. The erection (or removal) of any notice or barrier, the carrying out of any work or the taking of any other action for the purpose of regulating traffic (restrict or prohibit the passage along a road of persons, vehicles or animals) on a public road for purposes other than those referred to in Division 1 (i.e. Sections 114 and 115).
4. A Section 115 Roads Authority may regulate traffic in connection with road work, etc.
5. A roads authority may regulate traffic on a public road by means of barriers or by means of notices conspicuously displayed on or adjacent to the public road.
6. The power conferred by this section may be exercised by the RMS for any purpose but may not be exercised by any other roads authority otherwise than:
 - a. For the purpose of enabling the roads authority to exercise its functions under this Act with respect to the carrying out of road work or other work on a public road, or
 - b. For the purpose of protecting a public road from serious damage by vehicles or animals as a result of wet weather, or
 - c. For the purpose of protecting earth roads from damage caused by heavy vehicles or by animals, or
 - d. For the purpose of protecting members of the public from any hazards on the public road, or
 - e. For the purpose of protecting vehicles and other property on the public road from damage, or
 - f. For the purpose of enabling a public road to be used for an activity in respect of which a permit is in force under Division 4 or Part 9, or
 - g. For a purpose for which the roads authority is authorised or required, by or under this or any other Act or law, to regulate traffic.

The Council may sub-delegate their powers to Councillors, the General Manager or an employee of the Council for Items 1 and 2 above. Council may not sub-delegate Item 3. For further information please refer to the following document:

"A Guide to Delegation to Councils for the Regulation of Traffic (Including the Operation of Traffic Committees)" RTA - Version 1.3 2009

<http://www.rms.nsw.gov.au/doingbusinesswithus/lgr/index.html>

Lachlan Shire Council Traffic Committee

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1. Introductions

Present: Councillor Brian Nelson (LSC), Tekohi Rivera (LSC), Deanne Freeman (RMS), Martin Ling (NSW Police), Belinda Coe (LSC), Terry Fishpool (Barwon Rep)

Apologies: Melanie Sutor (RSO)

2. Declaration of Pecuniary Interests

NIL

3. Confirmation of Minutes

Minutes confirmed, previous request for updates to be made to Feb meeting minutes have been completed.

Support for Recommendation: Unanimous

4. Outstanding Business

The following matters are outstanding from previous meetings of the Lachlan Shire Council Traffic Committee.

Date	Item No	Item	Summary	Action	Status
June 2016	Item 5.1	School Bus Signage	Council needs to adopt a School Bus Route Policy.	<ul style="list-style-type: none"> ▪ Maps & GPS co-ordinates being collected (JD) 	Open
July 2017	Item 5.1 & 5.2	School Pedestrian Safety Molong Street	Design of pedestrian safety improvements around primary schools.	<ul style="list-style-type: none"> ▪ Design and estimate completed ▪ Funding being sought for FY1920 	Open
February 2018	Item 5.1	Jones Lane & Henry Parkes Way Intersection and Road/Rail Crossing, Condobolin	Improvements to the existing rail crossing being investigated. Funding to develop intersection design from concept to detailed design with estimate being investigated. Fixing Country Roads funding received for Maitland St HV upgrade.	<ul style="list-style-type: none"> ▪ Funding received for full design and construct of Maitland Street upgrade including intersection of Jones Lane and north side of rail crossing. ▪ RMS has \$250,000 funding to complete a options study and 	Open

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				detailed design for Jones Lane Crossing - Completion this FY	
February 2018	Item 5.2	Pedestrian Safety, Orange Street, Condobolin	Letter received requesting improvements to the existing pedestrian crossing in Orange between the Public/Primary school and the early day care centres, to assist with the safety of school children whilst walking to school. <ul style="list-style-type: none"> ▪ Remark/painted the pedestrian crossing ▪ Completing a drawing for an edge line 	<ul style="list-style-type: none"> ▪ Council to investigate audit on all, pedestrian crossings ▪ Redrew line marking ▪ Council prepare a drawing for an edge line along Orange Street 	Open
February 2018 August 2019	Item 5.3 Item 5.4	Fatality on Gum Bend Road – Gum Bend Lake Safety Improvements	To investigate traffic safety improvements on Gum Bend Road	<ul style="list-style-type: none"> ▪ Traffic calming devices investigated and design provided to traffic committee ▪ Council install traffic counters ▪ Council request a speed limit review from RMS ▪ Traffic counter information for Traffic Committee revision and review suitable traffic control devices 	Open
August 2019	Item 5.2	Lake Cargelligo Heavy Vehicle Bypass - Stage 1 & Stage 1B	East-west HV route at Lake Cargelligo - road user and resident complaints has required the reconstruction of Grace St for heavy vehicles from Rodeo Dr to Foster St.	<ul style="list-style-type: none"> ▪ Council provide details of traffic control devices for stage 1 change of priority supported by traffic counts for Rodeo Drive and Canada Street be forward to the committee for information and comment. 	
August 2019	Item 5.3	Disabled Car Park, Condobolin Library	Complaint received from resident regarding poor condition of disabled car park at Condobolin Library in Bathurst Street. Disabled car park to be reviewed.	<ul style="list-style-type: none"> ▪ Reconstruct the Disabled Car Park to comply with relevant safety standards. A suitable layout plan with annotations be forwarded to the traffic committee 	

Staff Recommendation;

Lachlan Shire Council Traffic Committee

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That the information be received and noted

5. Committee Business

5.1 Event – Condobolin Picnic Races

Executive Summary

The annual race day event for the Condobolin Community

Background Information

Community members will be gathering at Condobolin Race Course to take part in the annual race day.

Issues

The event is considered to be a “Class 2” Special Event as described in the Roads and Traffic Authority “Guide to Traffic and Transport Management for Special Events”, Version 3.5 July 1 2018.

Staff Recommendation

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of any proposed road closure.
5. Allow for emergency vehicle access.
6. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
7. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
8. Comply with Council Officer’s reasonable directives.
9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
12. Consent required from Roads and Maritime Services for the speed change in Diggers Avenue.

Committee Recommendation

Committee to review event application via email and provide recommendation. Belinda Coe to send email to Deanne requesting permission for speed change on Diggers Avenue.

5.2 Event – Rotary Christmas Carnival Lake Cargelligo

Executive Summary

A Christmas celebration for the community of Lake Cargelligo organised by the Rotary Club of Lake Cargelligo

Background Information

Community members will be gathering at Liberty Park and Recreation ground Lake Cargelligo to celebrate Christmas with a number of activities including stalls, rides and fireworks.

Issues

Lachlan Shire Council Traffic Committee

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The event is considered to be a "Class 2" Special Event as described in the Roads and Traffic Authority "Guide to Traffic and Transport Management for Special Events", Version 3.5 July 1 2018.

Staff Recommendation

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of the proposed road closure.
5. Allow for emergency vehicle access.
6. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
7. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
8. Comply with Council Officer's reasonable directives.
9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.

Committee Recommendation

That the committee recommend approval be given to conduct the Lake Cargelligo Rotary Christmas Carnival event subject to the applicants complying with the following conditions:

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place). Submitted Traffic control plan to be updated to include Road Closed sign ahead on Lake Street and Foster Street.
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of the proposed road closure.
5. Allow for emergency vehicle access.
6. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
7. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
8. Comply with Council Officer's reasonable directives.
9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.

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5.3 Event – Shop Condo for Christmas

Executive Summary

A community Christmas event hosted by Condobolin Chamber of Commerce to stimulate the local business economy

Background Information

A community Christmas event to stimulate the local business economy and provide opportunity for people to be entertained, socialise and shop by offering extended trading hours until 8pm

Issues

The event is considered to be a “Class 2” Special Event as described in the Roads and Traffic Authority “Guide to Traffic and Transport Management for Special Events”, Version 3.5 July 1 2018.

Staff Recommendation

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of the proposed road closure.
5. Allow for emergency vehicle access.
6. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
7. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
8. Comply with Council Officer’s reasonable directives.
9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.

Committee Recommendation

That the committee recommend approval be given to conduct the Shop Condo for Christmas event subject to the applicants complying with the following conditions:

1. Provide Council with evidence of Current Public Liability Insurance with RMS, Council and NSW Police as interested parties. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of the proposed road closure.
5. Allow for emergency vehicle access.
6. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
7. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
8. Comply with Council Officer’s reasonable directives.

Lachlan Shire Council Traffic Committee

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9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
12. Consent required from Roads and Maritime Services for the closure of Bathurst Street.

5 General Business

- 6.1 Transport NSW and RMS Merger
- 6.2 Road Rail Interface Agreement – Update
- 6.3 Level Crossing Upgrade Jones Lane and Henry Parkes Way RNSW 2320 Funding \$900,000

7. Next Meeting

Meetings set for 2020

- 28 February 2020
- 22 May 2020
- 21 August 2020
- 27 November 2020

Close

11:15am

Lachlan Shire Council Traffic Committee

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Lachlan Shire Council Traffic Committee Agenda

Traffic Committee Meeting to be held 29 November 2019 at the Lachlan Shire Council, Committee Room, 58 – 64 Molong Street Condobolin NSW 2877 at 10:00AM

Members of the Committee including Lachlan Shire Council Staff:

Name	Title
Terry Fishpool	Barwon MP Representative
Deanne Freeman	Network & Safety Officer, Roads and Maritime Services
Sergeant Martin Ling	Sergeant, Traffic & Highway Patrol Command
Melanie Suitor	Road Safety Officer, Parkes, Forbes, Lachlan Shire Council
Cr Brian Nelson	Councillor, Lachlan Shire Council
Cr Dave Carter	Councillor, Lachlan Shire Council Alternate
Tekohi Rivera	Director Infrastructure Services, Lachlan Shire Council
Belinda Coe	Administration Coordinator, Lachlan Shire Council

NOTE: Each formal member has one vote, being one (1) Council representative, one (1) NSW Police Force representative one (1) Roads and Maritime Services representative and one (1) local State Member of Parliament (MP) or their nominee.

Lachlan Shire Council Traffic Committee
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Traffic Meeting Agenda

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Lachlan Shire Council Traffic Committee

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 | **Email:** council@lachlan.nsw.gov.au | **Website:** www.lachlan.nsw.gov.au

1. Introductions

Present and Apologies

2. Declaration of Pecuniary Interests

3. Confirmation of previous minutes

4. Outstanding Business

The following matters are outstanding from previous meetings of the Lachlan Shire Council Traffic Committee.

Date	Item No	Item	Summary	Action	Status
June 2016	Item 5.1	School Bus Signage	Council needs to adopt a School Bus Route Policy.	<ul style="list-style-type: none"> Maps & GPS co-ordinates being collected (JD) 	Open
July 2017	Item 5.1 & 5.2	School Pedestrian Safety Molong Street	Design of pedestrian safety improvements around primary schools.	<ul style="list-style-type: none"> 95% design complete Funding being sought for FY1920 	Open
February 2018	Item 5.1	Jones Lane & Henry Parkes Way Intersection and Road/Rail Crossing, Condobolin	Improvements to the existing rail crossing being investigated. Funding to develop intersection design from concept to detailed with estimate being investigated. Fixing Country Roads funding received for Maitland St HV upgrade.	<ul style="list-style-type: none"> Work with ARTC and RMS for improvements Council to engage a consultant to prepare design Grants programs to be investigated 	Open
February 2018	Item 5.2	Pedestrian Safety, Orange Street, Condobolin	Letter received requesting improvements to the existing pedestrian crossing in Orange Street, between the Public Primary school and the early day care centres, to assist with the safety of school children whilst walking to school.	<ul style="list-style-type: none"> Council to investigate audit on all, pedestrian crossings Council prepare a drawing for an edge line along Orange Street 	Open
February 2018 August 2019	Item 5.3 Item 5.4	Fatality on Gum Bend Road – Gum Bend Lake Safety Improvements	To investigate traffic safety improvements on Gum Bend Road	<ul style="list-style-type: none"> Traffic calming devices investigated with layout plan Council install traffic counters as well as request a speed limit review from RMS Traffic counter information for Traffic Committee revision and review suitable 	Open

Lachlan Shire Council Traffic Committee

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				traffic control devices	
August 2019	Item 5.2	Lake Cargelligo Heavy Vehicle Bypass - Stage 1 & Stage 1B	East-west HV route at Lake Cargelligo - road user and resident complaints has required the reconstruction of Grace St for heavy vehicles from Rodeo Dr to Foster St.	<ul style="list-style-type: none"> ▪ Council provide details of traffic control devices for stage 1 change of priority supported by traffic counts for Rodeo Drive and Canada Street be forward to the committee for information and comment. 	
August 2019	Item 5.3	Disabled Car Park, Condobolin Library	Complaint received from resident regarding poor condition of disabled car park at Condobolin Library in Bathurst Street. Disabled car park to be reviewed.	<ul style="list-style-type: none"> ▪ Reconstruct the Disabled Car Park to comply with relevant safety standards. A suitable layout plan with annotations be forwarded to the committee 	

Staff Recommendation;

That the information be received and noted

5. Committee Business

5.1 Event – Condobolin Picnic Races

Executive Summary

The annual race day event for the Condobolin Community

Background Information

Community members will be gathering at Condobolin Race Course to take part in the annual race day.

Issues

The event is considered to be a “Class 2” Special Event as described in the Roads and Traffic Authority “Guide to Traffic and Transport Management for Special Events”, Version 3.5 July 1 2018.

Staff Recommendation

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of any proposed road closure.
5. Allow for emergency vehicle access.

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6. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
7. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
8. Comply with Council Officer's reasonable directives.
9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
12. Consent required from Roads and Maritime Services for the speed change in Diggers Avenue.

5.2 Event – Rotary Christmas Carnival Lake Cargelligo

Executive Summary

A Christmas celebration for the community of Lake Cargelligo organised by the Rotary Club of Lake Cargelligo

Background Information

Community members will be gathering at Liberty Park and Recreation ground Lake Cargelligo to celebrate Christmas with a number of activities including stalls, rides and fireworks.

Issues

The event is considered to be a "Class 2" Special Event as described in the Roads and Traffic Authority "Guide to Traffic and Transport Management for Special Events", Version 3.5 July 1 2018.

Staff Recommendation

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
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5.3 Event – Shop Condo for Christmas

Executive Summary

A community Christmas event hosted by Condobolin Chamber of Commerce to stimulate the local business economy

Background Information

A community Christmas event to stimulate the local business economy and provide opportunity for people to be entertained, socialise and shop by offering extended trading hours until 8pm

Issues

The event is considered to be a “Class 2” Special Event as described in the Roads and Traffic Authority “Guide to Traffic and Transport Management for Special Events”, Version 3.5 July 1 2018.

Staff Recommendation

1. Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
2. Submit to Council a Traffic Control Plan/Traffic Management Plan for approval. (To be submitted prior to the event taking place)
3. Submit to Council a Risk Assessment Plan for approval. (To be submitted prior to the event taking place)
4. Notify Emergency services of the proposed road closure.
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8. Comply with Council Officer’s reasonable directives.
9. The organiser is to maintain the area in clean and tidy condition.
10. Council reserves the right to cancel the approval at any time.
11. That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.

6. General Business

- 6.1 Transport NSW and RMS Merger
- 6.2 Road Rail Interface Agreement – Update
- 6.3 Level Crossing Upgrade Jones Lane and Henry Parkes Way RNSW 2320 Funding \$900,000

7. Next Meeting

Dates to be set for 2020 - 10:00am

8. Close

Lachlan Shire Council Traffic Committee

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11 DEPUTATIONS

12 NOTICES OF MOTION

Nil

13 NOTICES OF RESCISSION

Nil

14 DELEGATES REPORT

Nil

DRAFT

15 CORRESPONDENCE**15.1 CORRESPONDENCE - MARCH****TRIM Number: R20/63****Author: General Manager****PURPOSE**

To provide Council with Correspondence received for the month of March.

SUPPORTING INFORMATION

Bushwalking NSW suggested ALGA Motion for Council consideration.

Essential Energy – Building stronger partnerships with local Councils.

Australian Radiation Protection and Nuclear Safety Agency – Public concern around 5G mobile networks and impact on people and environment.

John O' Shannessy – Thank you note

NSW Rural Doctor's Network – Thank you note

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.8 Responsive Council

ATTACHMENTS

1. **Attachment A** [↓](#)
2. **Attachment B** [↓](#)
3. **Attachment C** [↓](#)
4. **Attachment D** [↓](#)
5. **Attachment E** [↓](#)

RECOMMENDATION

That

- (i) Read and Note Correspondence Report R20/63.

Bushwalking NSW

Bushwalking NSW Inc. Level 1, 79 Myrtle Street, Chippendale NSW 2008 E: admin@bushwalkingnsw.org.au
W: bushwalkingnsw.org.au  [bushwalkingnsw](https://www.facebook.com/bushwalkingnsw)  [@BushwalkingNSW](https://twitter.com/BushwalkingNSW) P: (02)8003 5545

Bushwalking NSW Inc

Level 1, 79 Myrtle Street,

Chippendale NSW 2008

16th March 2020

Cr John Medcalf OAM

Tottenham Central School
Merilba Street
Tottenham NSW

Dear Mayor,

Suggested ALGA motion

Bushwalking NSW Inc. is the peak body for bushwalkers in NSW and the ACT. Bushwalking NSW represents the interests of over 11,000 bushwalkers from 69 bushwalking clubs throughout the state, and provides a united voice on issues affecting bushwalkers. Our Vision is to build healthy, active communities inspired by nature. Bushwalking NSW is also a member of Bushwalking Australia, the national body representing the interests of bushwalkers and other recreational walkers.

As the peak body for recreational bushwalking and associated outdoor activities in NSW and the ACT, we would like to encourage you to lodge a motion at the upcoming National General Assembly of Local Government 2020 relating to a strategic focus on boosting walkability nationally.

Increasing the number of people who walk for utility trips, recreation and tourism would have significant and wide-ranging benefits for individuals and the wider community which could be realised at all levels of government.

The growth of our cities is leading to increasing congestion on roads and public transport networks. This congestion stifles economic growth and productivity as well as contributing to poor urban air quality, increasing carbon emissions and road trauma. Improved walking infrastructure will encourage more people to take up active travel, thereby providing a solution to urban congestion, enhancing the economic growth potential of cities and reducing the impact of urban transport on the environment and health system.

Many regional communities have been impacted by the recent national bushfire crisis, ongoing drought and flooding. Encouraging visitors to regional areas will support the recovery of these communities as they seek to rebuild the local economy and supporting infrastructure. The provision of connected paths/trails will support increasing visitation to regional areas by providing infrastructure that is attractive to visitors/tourists.

Bushwalking NSW Inc.

A coordinated response to address these critical issues of national importance will help to drive economic growth in both our cities and regions and enhance quality of life for all Australians.

With this in mind, we encourage you to lodge the motion below (or similar) by 27 March 2020. This motion provides both the rational, and the practical mechanism to take action.

We welcome any questions or feedback but otherwise encourage you to consider putting forward the motion below. If every LGA in Australia puts forward a similar motion, we provide a clear and consistent message to the federal government. Consistency and collaboration can yield significant results.

Feel free to contact me if you have any further questions. I may be reached by email at eo@bushwalkingnsw.org.au

Warm regards,

Kirsten Mayer
Executive Officer

Bushwalking NSW Inc. - The peak body for bushwalkers in NSW & ACT
Keep exploring, be amazed!

Motion

That the National General Assembly recognises that an increased uptake in walking/hiking in natural areas nationally would result in financial benefits and improved health and wellbeing for Australians as well as enabling greater economic growth, productivity, social and environmental benefits.

The National General Assembly therefore calls on the Federal Government, in consultation with State, Territory and Local Government authorities, to allocate funding for a fifth round of the Building Better Regions funding (or alternate funding source) to a national infrastructure project to link up the gaps in existing walking paths/trails in both cities and the regions.

National Objective

Increasing the number of people who walk for utility trips, recreation and tourism would have significant and wide-ranging benefits for individuals and the wider community which could be realised at all levels of government.

The growth of our cities is leading to increasing congestion on roads and public transport networks. This congestion stifles economic growth and productivity as well as contributing to poor urban air quality, increasing carbon emissions and road trauma.

Bushwalking NSW Inc.

Improved walking infrastructure will encourage more people to take up active travel, thereby providing a solution to urban congestion, enhancing the economic growth potential of cities and reducing the impact of urban transport on the environment and health system.

Many regional communities have been impacted by the recent national bushfire crisis, ongoing drought and flooding. Encouraging visitors to regional areas will support the recovery of these communities as they seek to rebuild the local economy and supporting infrastructure. The provision of connected paths/trails will support increasing visitation to regional areas by providing infrastructure that is attractive to visitors/tourists. Bushfire recovery needs to include both reconstruction of existing bushwalking infrastructure and is also an opportunity to develop new infrastructure that will benefit bushwalking (and related activities) and regional communities.

A coordinated response to address these critical issues of national importance will help to drive economic growth in both our cities and regions and enhance quality of life for all Australians.

Summary of Key Arguments

In addition to benefitting the individual, there are also significant benefits to society of increased walking. Congestion on our road and public transport networks is reduced, health costs and required investment in public transport and road networks are lowered, productivity is boosted, carbon emissions are reduced and noise levels, air quality, the sense of community in our streets and the liveability of our cities can all be improved.

Congestion impacts the economy – in greater Sydney the cost of congestion is anticipated to increase from \$8.1 billion in 2016 to an estimated \$15.9 billion in 2031.

Given the high number of short private motor vehicle trips within urban areas, there is significant potential to increase trips on foot and by bike and reduce reliance on private cars and public transport.

Infrastructure Australia recognises the national significance of increasing investment in walking. The Infrastructure Priority List (2020) includes two active transport projects on its Priority Initiatives list (for Sydney and Melbourne). Reducing urban congestion is stated as one of the key drivers for considering these projects as priorities for investment.

Increasing capacity on the road and public transport networks is generally costly and often problematic within developed cities. Investment in walking infrastructure provides a considerable return on investment. The UK Department for Transport has found that the average Benefit Cost Ratio for walking/cycling projects is 13:1.

Bushwalking NSW Inc.

Recreational bushwalking/hiking in natural areas present a significant tourism opportunity for regional Australia, with several regional areas already enjoying the economic benefits of increasing visitations by people looking to enjoy recreational walking and hiking experiences. The provision of funding for path or trail infrastructure to regional areas will assist in attracting bushwalking/hiking tourists to these areas and support regional jobs and economies. Bushfire recovery needs to include both reconstruction of existing bushwalking infrastructure and is also an opportunity to develop new infrastructure that will benefit bushwalking (and related activities) and regional communities.



3 March 2020

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

Also via email: council@lachlan.nsw.gov.au

Dear Mr Tory

Building stronger partnerships with local councils

Essential Energy is focused on improving strategic relationships with local councils. We recognise we need to offer local councils safe, reliable and affordable services that meet the changing needs of councils, whilst facilitating new energy solutions to deliver the network of the future. We also recognise that electricity is a non-discretionary purchase and is a critical enabler of economic activity.

Our current focus is on improving streetlighting service levels to enhance public safety and wellbeing and automating our network connections process to better support regional development. To facilitate these and other opportunities for operational improvement, I am looking to strengthen Essential Energy's relationship with local councils through a series of actions. These actions are outlined below.

- **Focusing on council relationships at an Executive level**
As part of my Executive responsibilities for asset management and engineering, I am focused on driving improved relationships with local councils.
- **Establishing a new, dedicated role to build stronger relationships**
A new Head of Strategic Council Partnerships will report directly to me and drive a whole-of-business approach to engaging with councils to ensure that our strategic planning reflects the needs of local councils. The new Head of Strategic Council Partnerships is Geoff Burgess.

Geoff Burgess
Head of Strategic Council Partnerships
Mobile: 0408 259 518
Email: geoff.burgess@essentialenergy.com.au
- **Piloting a joint strategic planning initiative**
On 7 February 2020, we piloted a joint strategic planning approach with Tamworth Regional Council, aiming to building linkages between our systems, processes and future energy needs planning. We shared information on some of the renewable energy trials we are working on and canvassed opportunities for Essential Energy to assist Tamworth Regional Council's future energy sourcing strategies. Future workshops with other local councils will be based on learnings from this pilot
- **Engaging with all Councils on a regular basis**
A few months ago, we invited all regional local councils, in groups of five to six, to attend a series of video conferences on streetlighting. Of a total of 86 councils in our electricity distribution area, more than 60 attended. Feedback from the sessions was highly positive.
We are holding video conference engagements during February/March 2020 and have expanded the agenda to cover streetlighting, connections, strategic planning, easements, development applications, vegetation management and more. Contact has been made with councils to nominate the relevant attendees from their councils for these sessions.

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3 March 2020
Building Stronger Partnerships with local councils

Page 2 of 2

Essential Energy has been transforming its business over recent years. Our core business has transformed from being a distributor and retailer, supplying electricity to residential and business customers through our network of poles and wires as well as retailing electricity, to becoming a network-only business, responsible solely for distributing electricity. We distribute electricity to around 855,000 customers across regional, rural and remote areas of NSW.

How we operate has been influenced by a number of regulatory changes. These changes include the introduction of competitive market protections through national Ring Fencing Guidelines and a Competition in Metering Rule Change under 'Power of Choice', strengthening of laws around vegetation in proximity to the network and maintenance of private assets in relation to bushfires.

The industry in which we operate is also undergoing a fundamental transition to decarbonisation, decentralisation and digitisation that will, in time, result in lower cost, more reliable and less carbon intensive energy.

I look forward to working with all local councils to support regional growth and opportunity through the measures outlined above.

In the meantime, if you would like to discuss any aspect of our operations, please do not hesitate to contact me either by phone, on 02 6589 8619, or e-mail via [david.salisbury@essentialenergy.com.au](mailto: david.salisbury@essentialenergy.com.au).

Yours sincerely



David Salisbury
Executive Manager Engineering

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3 February 2020

Ref: 2020/00283

Cr John Medcalf, Mr Greg Tory
Lachlan Shire Council
PO Box 216
CONDOBOLIN NSW 2877

Re: Public concern around 5G mobile networks and impact on people and the environment

Dear Cr Medcalf and Mr Tory

I am writing to you with information about the new generation of mobile phone technology - 5G. In recent months, the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) has received a growing number of enquiries from local governments around Australia with respect to 5G mobile networks and concerns about the impact on the health of individuals or the environment. As such, I wanted to take the opportunity to provide you with some technical information that may assist should you receive similar enquiries.

ARPANSA is the Australian Government's primary authority on radiation protection and nuclear safety. This includes electromagnetic radiation, including from radio waves like those used in wireless communications, such as 5G mobile networks. In order to provide the best advice on the protection of the Australian public from the effects of radiation, ARPANSA undertakes its own research and reviews relevant scientific research. This includes research and reviews of exposure to radio waves from telecommunications sources such as mobile phone base stations – sometimes called 'towers'.

ARPANSA has no role in promoting the deployment of the 5G network, and no decision-making role regarding the regulatory arrangements. The Australian Communications and Media Authority (ACMA) regulates radio waves from mobile phone base stations and other communications installations. The ACMA's regulatory arrangements require base stations to comply with the exposure limits in ARPANSA's *Radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields - 3 kHz to 300 GHz* ('ARPANSA RF Standard'). The ARPANSA RF Standard is designed to protect people of all ages and health status against all known adverse health effects from exposure to radio waves.

Exposure to sufficiently high levels of radio waves can heat biological tissue and potentially cause tissue damage. However, the amount of environmental radio waves routinely encountered by the general public from telecommunications sources is far too low to produce significant heating or increased body temperature. At low levels of exposure to radio waves (that is, intensities lower than those that would produce measurable heating) the evidence for harmful health effects is ambiguous and unproven. Although there have been studies reporting a range of biological effects at low levels, there has been no indication that such effects might constitute a hazard to human health or the environment.

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arpansa.gov.au

In a 2016 measurement survey that ARPANSA conducted on radio wave levels in the environment, we found that exposure to traditional radio broadcasts, particularly AM radio, continues to be the most dominant source of background exposure for radio waves, with exposure 50,000 times below the safety limit in the ARPANSA RF Standard. Deployment of technologies to support 5G mobile networks including small cells in close proximity to people's homes is unlikely to change this situation, with the radio wave exposure from current mobile networks currently being on average 500,000 times below the safety limit.

The 5G mobile networks in Australia will initially use frequencies in the current mobile phone network, then move to higher frequencies in the future. It is important to note that higher frequencies do not mean higher exposure. It's not expected that the higher frequencies from 5G technologies, where they are still below the limits of the ARPANSA RF Standard, will cause any health effects or impact to the environment.

Authorities around the world including ARPANSA and the World Health Organization have examined the scientific evidence regarding possible health effects from base stations and mobile phones. Current research indicates that there are no established health effects, including cancer, from the low exposure to radio waves from mobile phone base station antennas.

ARPANSA continues to review the research into the potential health effects of radio wave emissions from base stations and other sources in order to provide accurate and up-to-date advice to the Government and the Australian people. Further information or fact sheets on this and other topics can be obtained from the ARPANSA website (<https://www.arpansa.gov.au>). We also operate a Talk to a Scientist program that provides a unique opportunity for the public and community to talk directly with our scientists on issues about radiation exposure and protection in Australia. You are welcome to refer any individuals seeking information on 5G technologies to this program via the details on the ARPANSA website (<https://www.arpansa.gov.au/talk-to-a-scientist>).

You may also be aware that the Commonwealth Government recently announced a \$9 million program over four years¹ to provide additional funding for research and to deliver accessible information to communities about the safety of regulated radio waves from telecommunications facilities. Relevant departments and agencies including ARPANSA are working on the detail and deployment of this program, and I expect further information will be provided in future.

I hope this information provides some assurance around the state of the science, and assists you with managing any concerns raised in your local government area.

Yours sincerely



Dr Gillian Hirth
Chief Radiation Health Scientist
Australian Radiation Protection and Nuclear Safety Agency

¹ <https://www.minister.communications.gov.au/minister/paul-fletcher/news/building-community-confidence-5g-safety>

LACHLAN SHIRE COUNCIL RECEIVED 6 FEB 2020 FILE No. REFERRED TO: <i>B. Doyle</i>

TO LACHLAND SHIRE
COUNCIL

I WOULD LIKE TO
SAY THANK YOU FOR
ASSISTANCE
GIVEN BY BRITTANY
LOCATING A PLOT
IN CONDOBOLIN
CEMENTRY

that programs like
this continue to
prosper!

Thank you!

Cheers Pip and
all at NSW RDN



ps. Thank you also
all community +
Council members who
went out of their way
to make it GREAT!

Dear Dominique,

Just a little note on
behalf of the NSW Rural
Doctors Network, and myself,

to thank you for the
huge time + effort you
put into the Condo

Bush Bursary Placement.

Your effort does not
go unnoticed.

It is because of
people like yourself.

16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

17 PETITIONS

Nil

DRAFT

18 CLOSED SESSION**RECOMMENDATION**

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

18.1 Tender Assessment - IFT T2019/14 Lachlan Shire Council Integrated Water Cycle Management Strategy

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

18.2 Tender - Sewer Rehabilitation Services

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.

DRAFT